

AGENDA

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

MEETING DATE: Thursday, November 15, 2018 **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-LABOR NEGOTIATION (Gov. Code Sections 54957/54957.6/ 54954.5 (f)):

2. Personnel Issues: One (1)

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

3. Threatened or Pending Litigation- Upper Narrows Project

CONFERENCE WITH LEGAL COUNSEL-POTENTIAL LITIGATION (Gov. Code Sec. 54956.9(1)(D)):

4. Potential Litigation- Angela Valles, Government Tort Claim

CONFERENCE WITH LEGAL COUNSEL-REAL PROPERTY NEGOTIATOR (Govt. Code Sec. 54956.8)

5. Agency Negotiators: Logan Olds, General Manager; Piero Dallarda, Best Best Krieger

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**Negotiating Party/Parties: Lewis Center, Lisa Lamb
Under Negotiation: Real Property**

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

REPORT FROM CLOSED SESSION

PUBLIC COMMENTS – REGULAR SESSION AGENDA

ANNOUNCEMENTS AND CORRESPONDENCE:

- 6. Possible conflict of interest issues**
- 7. Article- Bipartisan Legislation Introduced to Establish a Low Income Water Assistance Program**
- 8. Notice- Southern California Edison Changes to Business Rates**
- 9. Notice- WaterReuse Congress Enacts Major Water Infrastructure**
- 10. Memo- Sewer System Management Plan Audit Results**

CONSENT CALENDAR:

- 11. Approve October 2018 Disbursement Registers**
- 12. Approve Minutes from the October 18, 2018 Regular Meeting**
- 13. Approve 2019 Board Meeting Schedule**

ACTION & DISCUSSION ITEMS:

- 14. Request Authorization to Finalize Easement for Frontier Communications Facilities**
- 15. Recommendation to Approve GIS Data Updates and Conversion Services**
- 16. Recommendation to Approve Proposal from Raftelis for Phase II of the Rate Study**
- 17. Recommendation to Approve Permanent Easement and Temporary Construction Easement for Desert Knolls Wash with the High Desert “Partnership in Academic Excellence” Foundation**

- 18. South Coast Air Quality Management District Proposed Rule 1118.1, Control of Emissions from Non-Refinery Flares**
- 19. Recommendation to Approve Fibracast Proposal**
- 20. Recommendation to Approve Professional Service Contract for Larry Walker for Hesperia Subregional Reclamation Plant Waste Discharge Requirements Permit Assistance**
- 21. Resolution 2018-17 Appreciation of Dedicated Service**

STAFF/PROFESSIONAL SERVICES REPORTS:

- 22. Financial and Investment Report – October 2018**
- 23. Operations & Maintenance Report – October 2018**
- 24. Environmental Compliance Department Reports – October 2018**
- 25. Septage Receiving Facility Reports – October 2018**
- 26. Safety & Communications Report – October 2018**

NEXT VVWRA BOARD MEETING:

Tuesday, November 27, 2018 – Board Workshop

Thursday, December 20, 2018 - Regular Meeting of the Board of Commissioners

FUTURE AGENDA ITEMS

Leave Policy

Flow Billing Percentages and Re-allocation

Electrical Contract Work

COMMISSIONER COMMENTS

ADJOURNMENT

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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.

Bipartisan Legislation Introduced to Establish a Low Income Water Assistance Program

New legislation has been introduced led by Sens. Cardin (D-MD), Wicker (R-MS), and Stabenow (D-MI) to establish a pilot federal assistance program for water ratepayers. [S. 3015](#), the *Low-Income Water Customer Assistance Programs Act of 2018*, fleshes out a concept proposed by NACWA several years ago, suggesting that – similar to the energy sector’s Low Income Household Energy Assistance Program (LIHEAP) – there may be a role for the federal government to offer assistance to communities and low-income ratepayers in paying water and sewer rates. Such assistance would reflect the fact that largely-unfunded federal mandates frequently drive wastewater rate increases, and that many communities are challenged in charging the true cost of service and compliance because of the inability of lower-income ratepayers to pay increased rates.

Marker legislation proposing this concept was first introduced by Rep. Fudge (D-OH) in 2016 ([HR 2328](#) this Congress). A related proposal ([S 3564](#)) was introduced by Sen. Harris (D-CA) earlier this year.

The newly-introduced legislation led by Sens. Cardin and Wicker is the first bipartisan effort, an important development for likelihood of success of any program over the long-term. In drafting the legislation, Congressional staff took significant efforts to seek input and buy-in from diverse water sector, environmental NGOs, and low-income advocate communities. NACWA aided in developing broad stakeholder engagement and provided input and feedback during the drafting process over the past year.

Under the proposal, at least 64 pilot communities would be selected for a 5-year grant which would direct federal funding to assist low-income households in paying their water and sewer bills. Priority in choosing the 64 pilots would be given to communities and utilities that have a history of significant rate increases, obligation under a federal clean water consent decree, and the ability to provide local or State matching funds.

The legislation also would require a balance among the geographic location and size of communities selected. Small/rural communities selected for a pilot program would work with their States on grant implementation. The proposal would require a report to Congress on the outcomes of the pilot grant program. It would also require EPA to conduct a needs assessment to address water and sewer rate issues across the United States.

NACWA is coordinating a joint letter of support for the legislation with other supporting organizations, including AMWA, WEF, ASCE, APWA, and others. Contact [Kristina Surfus](#), NACWA Legislative Director, to discuss this proposal further.



ANNOUNCING UPCOMING CHANGES TO OUR BUSINESS RATES.

As California continues to adopt cleaner resources to generate energy, the cost to deliver power throughout the day is changing. Energy is now less costly during midday and more costly in the late afternoon and evening.

In March 2019,¹ our Time-Of-Use (TOU) On-Peak hours will shift to a later time in the day to better align with these changing costs. These changes may impact your energy bills, but continue to offer savings to those who can shift their energy use to different times of the day. We are reaching out to you now so your business can begin preparing for how best to manage these changes.

We are here to help.

We will be sharing more information with you from now until March 2019, to help you better understand the changes and how they may impact your business.

In the meantime, you can learn more by visiting [sce.com/bizratechanges](https://www.sce.com/bizratechanges).

What's changing?

The most notable changes to our business rates include:

Critical Peak Pricing (CPP) Rate

In March 2019, many small and medium businesses and large agricultural and pumping businesses will be automatically enrolled on CPP. CPP is already the default option for large businesses. CPP offers a discount on summer electricity rates in exchange for higher prices during 12 CPP event days per year, usually occurring on the hottest summer days. By reducing your

electricity during CPP events, you can avoid these higher charges. Plus, your business will earn credits on your electricity bills during the summer season — when your bills are typically the highest. CPP is an optional rate, and in the coming months you will receive more details and have an opportunity to opt out of CPP before automatically transitioning in March 2019.

New Time-Of-Use (TOU) Summer On-Peak Periods

New TOU periods include the new weekday summer On-Peak hours of **4 p.m. – 9 p.m.** Energy rates during On-Peak hours are higher than other periods. To best manage your energy costs, reduce consumption during On-Peak hours or shift your energy use to before 4 p.m. or after 9 p.m.

Winter Super Off-Peak Period

The introduction of a lowest-cost Super Off-Peak period from **8 a.m. – 4 p.m.** every day throughout the 8-month winter season (October-May).

Time-Differentiated Weekend TOU Periods

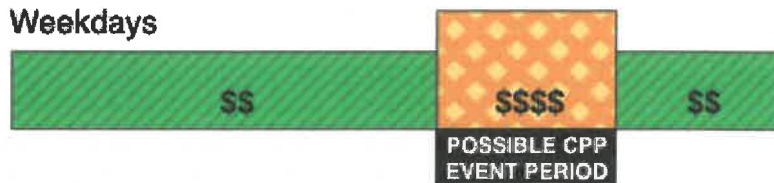
The introduction of weekend rate periods varying by time of day and season.

New TOU Periods Beginning March 2019

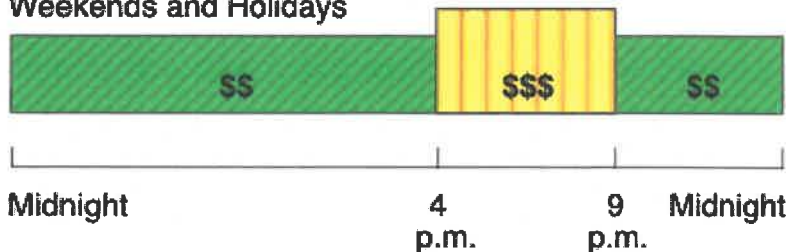
Summer

June 1 to September 30 (4 months)

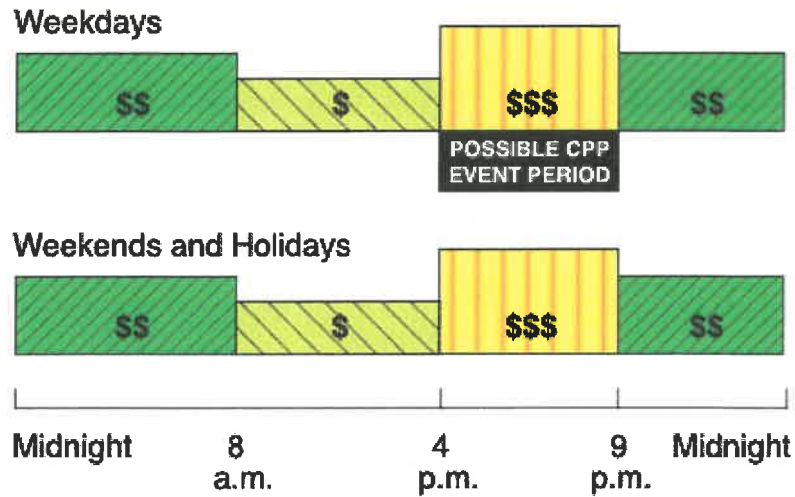
Weekdays



Weekends and Holidays



Winter
October 1 to May 31 (8 months)



The summer season begins on June 1 and continues until September 30.



More information and tools to come.

As we move closer to the March 2019 effective date, we will provide you with more information about your individual service account(s) and resources to help you prepare for the changes, including rate comparison tools to help you understand your rate options.

If you have any questions, please visit sce.com/bizratechanges to learn more.

Sincerely,

Mike Muralla



Member Alert

Congress Enacts Major Water Infrastructure Legislation, includes Support for Water Reuse

On Wednesday October 10, 2018, Congress enacted HR 3021, America's Water Infrastructure Act, legislation that authorizes several flood control and related programs administered by the Army Corps of Engineers, which also included several provisions to increase investment in water infrastructure, including water recycling projects undertaken by members of the WateReuse Association.

Several provisions contained in the Act enable greater adoption of water reuse by communities interested in pursuing this approach to water resource management. After months of active legislative advocacy, The WateReuse Association is very pleased that that package included Sec. 1164, *Local government water management plans*, which helps advance water reuse by aligning water resources development projects supported by the Army Corps of Engineers with local water management plans. Many local management plans include projects such as stormwater capture and reuse, water recycling, and aquifer recharge. The WateReuse Association led a coalition of water associations in support of this measure being included in the WRDA package. In the House, the provision was championed by U.S. Representatives John Duncan (R-TN) and Dan Lipinski (D-IL) and Grace Napolitano (D-CA); while in the Senate, we received support from Senators John Boozman (R-AR), Ben Cardin (D-MD), and Tammy Duckworth (D-IL).

Other provisions included in this package that will also facilitate greater adoption of water recycling are listed below:

- Sec 2004: encourages the use of non-potable water recycling to address water demand challenges, particularly for industrial applications, sends an important signal to both the private and public sectors to consider a water recycling approach for their water supply needs;
- Sec. 2007: Innovative Water Technology Grant Program provides \$10 million annually to support investments in innovative water technology including water reuse or recycling and technologies to increase water supplies;
- Sec. 2013: Water Infrastructure Resiliency and Sustainability authorizes \$ 25 million for investment in resilient and sustainable water infrastructure, including water recycling projects
- Sec 4201: Reauthorizes the *Water Infrastructure Finance and Innovation Act* for \$50 million annually through 2021, a critical financing tool for water infrastructure including water reuse infrastructure, which continues to provide low-cost financing tool for water recycling infrastructure.
- Sec 4101: requires the EPA to establish a Stormwater Infrastructure Funding Task Force, a multi-government and non-profit task force, to examine ways to improve stormwater infrastructure, including infrastructure that can facilitate greater capture and reuse of stormwater resources.

America's Water Infrastructure Act of 2018 contains key provisions that will help advance the adoption of water recycling nationwide. A copy of the legislation is available here.

https://transportation.house.gov/uploadedfiles/s_3021_americas_water_infrastructure_act_of_2018.pdf



Memorandum

DATE: October 29, 2018

TO: Latif Laari and Logan Olds
Victor Valley Wastewater Reclamation
Authority

COPY TO: Kristine Corneillie,
Larry Walker Associates

SUBJECT: **VVWRA SSMP Audit Results (Final Draft)**

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Larry Walker Associates (LWA) was tasked with performing an audit of the Victor Valley Wastewater Reclamation Authority (VVWRA) Sewer System Management Plan (SSMP). This memorandum presents findings and recommendations based on LWA's review of the 2012 SSMP.

Introduction

The VVWRA SSMP was first developed in 2008 to comply with requirements in State Water Resources Control Board WQO-2006-0003 Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (WDR) and the associated Monitoring and Reporting Program (MRP) which was last amended in August 2013 through adoption of WQ 2013-0058-EXEC. Several SSMP elements have been updated over time, with the last update taking place in April 2012.

This internal audit is required by Section D.13(x) of the WDR:

(x) **SSMP Program Audits** - As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

In compliance with the above requirement, the audit report includes two main topics:

- an evaluation of the effectiveness of the SSMP, and
- an evaluation of “compliance with the SSMP requirements” in the WDR.

Effectiveness of the SSMP

In order to evaluate the effectiveness of the SSMP, LWA reviewed data related to each of the VVWRA’s reported Sanitary Sewer Overflows (SSOs). From 2007 to date (September 2018), VVWRA experienced 29 SSOs with a total volume of approximately 43.5 million gallons (Mgal), with one spill in December 2010 accounting for 42.9 Mgal of this total. That spill, known as the Upper Narrows Emergency (UNE), was due to an interceptor being washed away during an extraordinary weather event. A temporary bypass was installed until a \$36 million replacement project was completed in summer 2016. Fifteen of the total 29 SSOs were due to equipment malfunctions along the temporary bypass. A summary of all SSOs is shown in **Table 1** below. Because the UNE-related spills significantly skew the data in both volume and number of SSOs, the table presents totals of all spills as well as only non-UNE related spills.

Table 1. VVWRA SSOs, 2007-present (all volumes in gallons)

Count	Date	Total volume	Volume recovered	Vol. reached surface water	SSO Cause	
1	12/25/07	49,500	5,400	44,100	Vandalism	
2	12/15/08	18,000	0	18,000	I&I exceeded capacity	
3	01/20/10	7,716	0	7,716	I&I exceeded capacity	
4	01/21/10	52,625	0	52,625	I&I exceeded capacity	
5	12/07/10	406,597	184,078	222,519	High solids/ debris	
6	12/22/10	64,700	0	64,700	I&I exceeded capacity	
7	12/25/10	42,900,000	0	42,900,000	Upper Narrows Emergency (UNE)/ Interceptor Failure	
8	12/31/10	5,798	0	0	Pipe structural failure	
9	01/09/11	8,000	0	0	Debris	
10	08/30/12	65	0	0	I&I exceeded capacity - UNE bypass	
11	10/12/12	30	0	0	PS malfunction - UNE bypass	
12	10/17/12	3	0	0	I&I exceeded capacity - UNE bypass	
13	10/26/12	464	0	0	PS malfunction - UNE bypass	
14	11/07/12	600	0	0	PS malfunction - UNE bypass	
15	05/18/13	2	0	0	Valve failure - UNE bypass	
16	09/11/13	352	0	277	PS controls failure - UNE bypass	
17	10/22/13	216	200	0	Air relief valve failure - UNE bypass	
18	11/08/13	150	35	0	Indoor fixture lead to septic overflow	
19	11/24/14	2,976	0	2,976	PS malfunction - UNE bypass	
20	08/19/15	1,001	0	1,001	Debris / rags blockage - UNE bypass	
21	09/12/15	54	0	54	PS malfunction - UNE bypass	
22	09/18/15	2,145	0	2,145	PS malfunction - UNE bypass	
23	12/02/15	50	0	0	PS malfunction - UNE bypass	
24	06/30/16	1,806	1,806	0	PS malfunction - UNE bypass	
25	08/01/16	40	0	0	Pipe replacement during construction	
26	11/17/16	4,272	4,043	0	Clean-out valves failure on force main	
27	09/06/17	156	0	0	Air relief valve damaged during construction of force main	
28	09/18/17	9,700	9,250	0	Air relief valve damaged during construction of force main	
29	06/30/18	40	0	0	Air relief valve of force main	
Total: All Spills					Summary of SSO Causes	
29	2007- present	43,537,068	204,812	43,316,113	UNE interceptor failure and temporary bypass issues	15
Total: All Spills, unrelated to UNE and temporary bypass (see also Table 2)					I&I exceeded capacity	4
					Air valve failure on force main	3
					Debris	2
14	2007- present	627,264	202,806	409,660	Vandalism	1
					Spill during pipe replacement	1
					Pipe structural failure	1
					Force main cleanout failure	1
					Septic overflow	1

Annual SSO totals are shown in **Table 2**, with a graphical representation in **Figures 1** through **3**. As shown in the table, the number of spills is low, between 0 and 6 each year. The volume and number of spills vary from year to year but appear to be decreasing in recent years. No SSOs

reached surface waters since 2016 and those were related to the temporary UNE bypass which has been replaced with permanent infrastructure (**Table 2** and **Figure 2**). Aside for spills related to the UNE bypass, the most frequent reason for past SSOs was high inflow and infiltration (I&I) in periods of sustained rain. From 2008-2010 VVWRA experienced four such SSOs, all of them along the I Avenue interceptor. Capacity issues with this line were resolved when a new interceptor, the “Santa Fe” line was constructed in 2012. Looking at more recent spills, another frequent issue appears to be air relief valve failures on newly constructed force mains. VVWRA experienced three such SSOs in 2017 and 2018 along interceptor lines for the new subregional Water Reclamation Plants. These valves have since been replaced.

On a related note, the audit commends VVWRA for the detailed tracking of SSOs on the VVWRA-developed *SSO Incident Report Form*. The recorded information, along with accompanying photos, is comprehensive and invaluable in analyzing the SSO data.

Table 2. SSOs, Annual Totals, 2007-present (all volumes in gallons)

Year	Total SSOs	SSOs unrelated to UNE and temporary bypass				SSO Cause
		Total SSOs	Total volume	Volume recovered	Vol. reached surface water	
2007	1	1	49,500	5,400	44,100	Vandalism
2008	1	1	18,000	0	18,000	I&I
2009	0	0	-	-	-	-
2010	6	5	537,436	184,078	347,560	I&I, pipe failure
2011	1	1	8,000	0	0	Debris
2012	5	0	-	-	-	-
2013	4	1	150	35	0	Septic overflow
2014	1	0	-	-	-	-
2015	4	0	-	-	-	-
2016	3	1	4,272	4,043	0	Clean-out valve on force main
2017	2	2	9,856	9,250	0	Air relief valve on force main
2018*	1	1	50	0	0	Air relief valve on force main

*to date

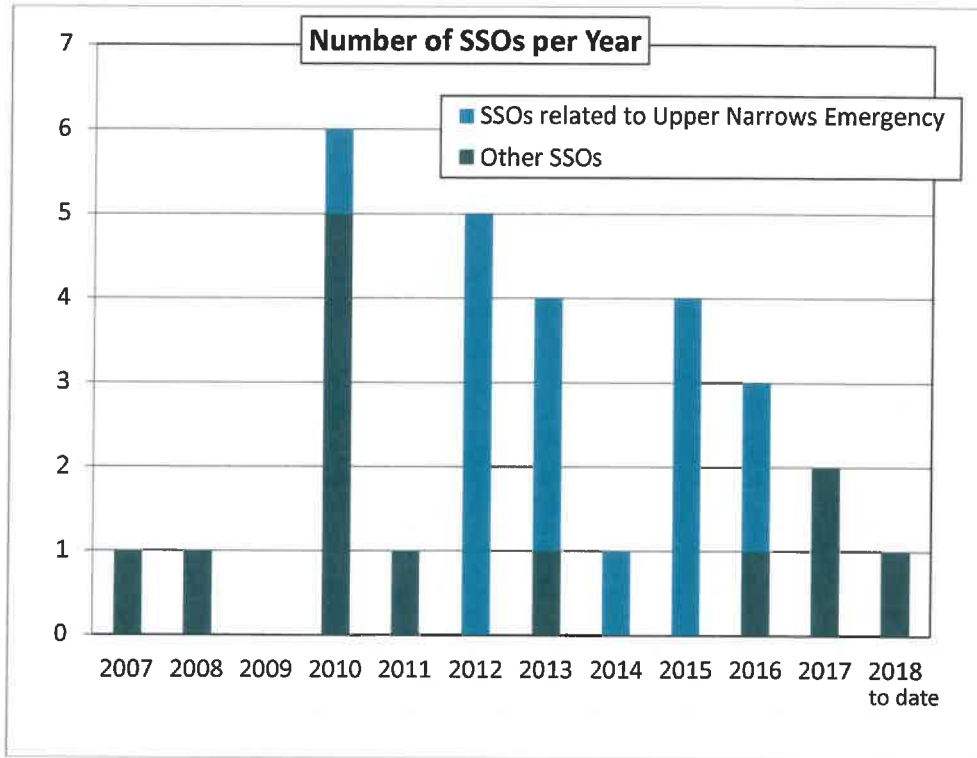


Figure 1. SSOs, 2007-present

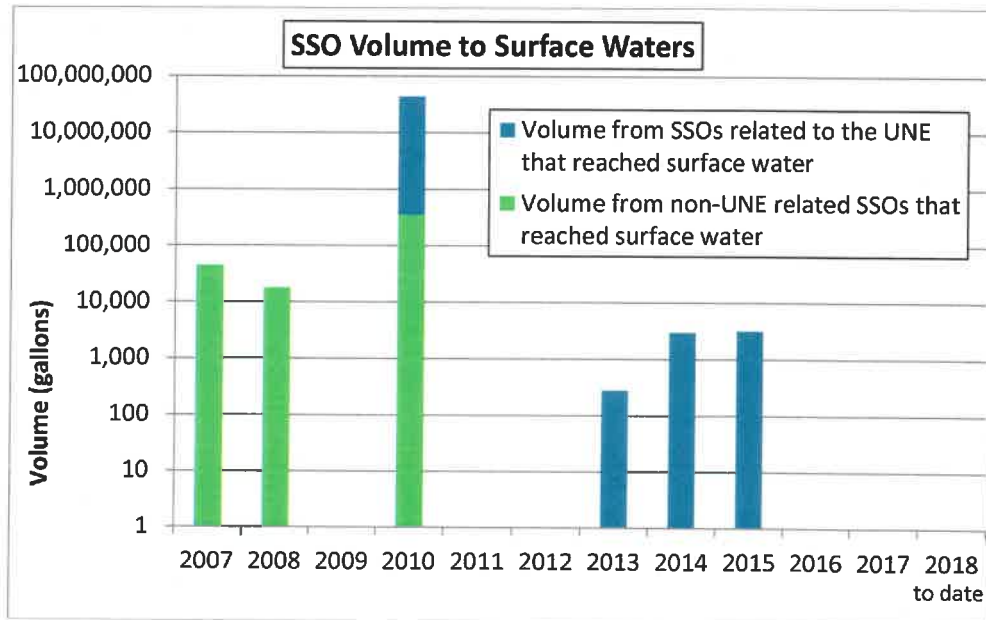


Figure 2. SSO Volumes, 2007-present (note: log-scale)

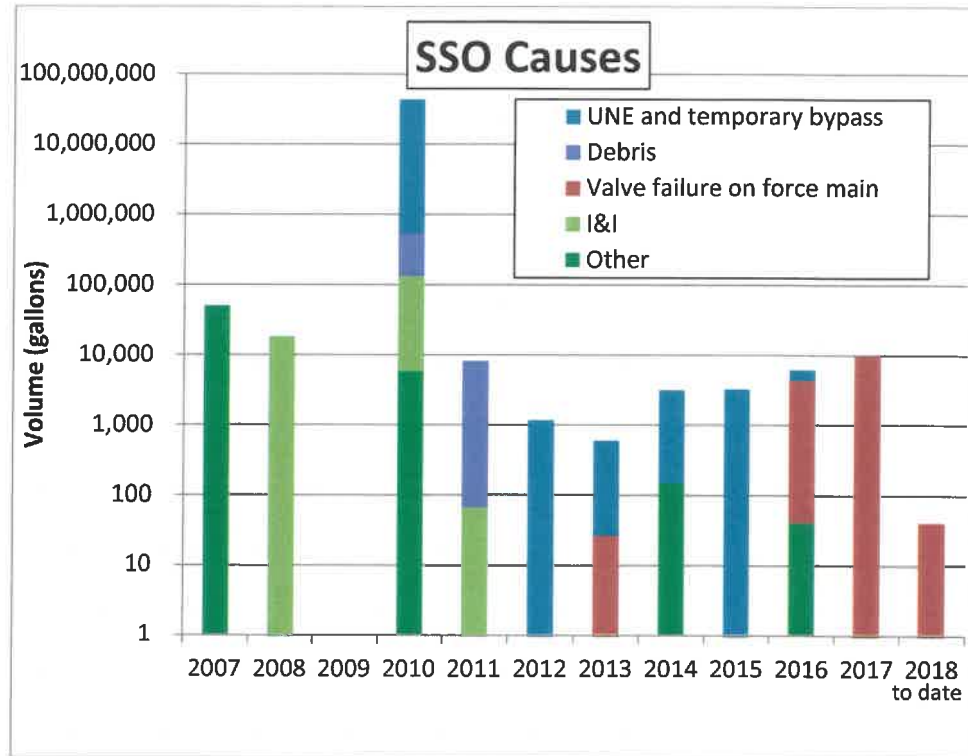


Figure 3. SSO Causes, 2007-present (note: log-scale)

Based on this evaluation, the following conclusions are reached about the effectiveness of the SSMP:

- Not accounting for the spills related to the Upper Narrows emergency and temporary bypass, the number and volume of spills has been decreasing in recent years. The past seven years have seen between 0 and 2 SSOs per year. Aside from the UNE-related spills, no spills have reached surface waters in the past seven years.
- There is not one single dominant cause of SSOs; high I&I and capacity issues along the I Avenue interceptor has been an issue in the past (2008-2010) and valve failure on newly-constructed force mains appear to be the recent on-going issue. The audit recommends VVWRA increase the frequency of inspections and testing of contractor-performed work during and immediately following construction of force mains to minimize valve failures in the future.

Compliance with SSMP Requirements

Each SSMP element was reviewed and compared with WDR requirements D.13(i) through (xi). A review and summary of recommendations for each SSMP Section is presented below:

1. **Goals**

Audit task:

Review stated goals and recommend revisions as needed.

Audit findings and recommendations:

- Remove reference to RWQCB requirements; the RWQCB order is likely outdated.
- Review the stated goals and confirm they are still current. Update as needed.

2. **Organization**

Audit task:

Review organization chart, roles and contact information for responsible officials, and recommend revisions as needed.

Audit findings and recommendations:

- Remove reference to RWQCB requirements; the RWQCB order is likely outdated.
- Review and update as needed:
 - The organization chart (Figure 2-1)
 - List of and description of staff positions
 - Chain of communication (Figure 2-2) and contact information (Table 2-1)
 - Table of sewer staff names and phone numbers (Appendix A)
 - LRO and data entry submitter records in CIWQS.

3. **Legal Authority**

Audit task:

Review description of legal authority and recommend revisions as needed.

Audit findings and recommendations:

- Remove reference to RWQCB requirements; the RWQCB order is likely outdated.
- For consistency across elements, add SWRCB regulatory requirements in the introductory section.
- Add that current versions of legal authority documents are available [online](#) and that the online records are updated on a regular basis.

4. **Operations and Maintenance Program**

Audit task:

Review different subsections, compare against WDR requirements, and recommend revisions as needed.

Audit findings and recommendations:

- Review all subsections and confirm that they describe current O&M practices. Update as needed.
- *iv. (c) Rehabilitation and Replacement Plan*

- If VVWRA utilizes a ‘grading’ system for the pipe condition (like 0 through 5), please add to this subsection.
- If VVWRA has a short-term and long-term list of capital improvement projects, add to this subsection. Provide schedules and funding sources.
- *iv. (d) Training*
 - Summarize staff training opportunities: in-house trainings and participation in CWEA and other professional development training.
 - If VVWRA requires contractors to be certified/ licensed in particular trades, add information to this subsection.

5. Design and Construction Standards

Audit task:

Review the description for the Design and Construction Standards and recommend revisions as needed.

Audit findings and recommendations:

- Verify and add language to this section to note that a copy of the “Standard Specifications for Public Works Construction”, with extension and revisions, is on file at the VVWRA office (per Ordinance 001, section 06-01). If possible, add these standards to the VVWRA website and include link in the SSMP.

6. Overflow Emergency Response Plan

Audit task:

Review the Overflow Emergency Response Plan, compare against WDR requirements, and recommend revisions as needed.

Audit findings and recommendations:

- For consistency across elements, add SWRCB regulatory requirements in the introductory section.
- Fix pagination for the Table of Contents.
- In Section III *Initial Response*, revise paragraph a.iv. to note that spills where 1,000 gallons or more reach surface waters must be reported to Cal OES within 2 hours of discovery (per Amended Monitoring and Reporting Program, WQ 2013-0058-EXEC, Table 2, page 2). When calling Cal OES, be prepared to provide information listed in Section B.2 of the Amended MRP (page 3). Please note that Cal OES will determine whether to contact additional agencies, such as the county health department. Per VVWRA current NPDES permit (R6V-2013-0038, MRP Provision X.D.5., page E-17) spills where 1,000 gallons or more reach surface waters must also be reported to the Regional Water Board within 24 hours.
- Section VI *Water Quality Sampling and Analysis* reads as if sampling is required for each SSO. If VVWRA prefers to proceed as such, that’s a commendable standard. However, please note that the 2013 MRP (Section D, page 10) mandates sampling

only for spills where 50,000 gallons or more reach surface waters. Moreover, the 2013 MRP requires the development and implementation of an *SSO Water Quality Monitoring Program* for SSOs where 50,000 gallons or more reach surface waters. It is possible that VVWRA can use/ build upon ERP Attachment F *Instructions for Taking a Field Sample* in developing the monitoring program. However, Attachment F is not currently included in the SSMP and as such it was not reviewed in the course of this audit.

- Revise Section VII *Investigate and Document* as follows:
 - Add reference the VVWRA-developed *SSO Incident Report Form*. A copy of the form should also be added as an attachment to this SSMP Element.
 - Add information on the different SSO categories and their respective reporting and documentation needs in CIWQS (in accordance with the 2013 Amended MRP, Table 2, page 2).
 - Add requirements for the *SSO Technical Report*, to be developed for all spills where 50,000 gallons or more reach surface waters (2013 Amended MRP, page 5).
- Review contact list in Attachments A-E and update names and phone numbers as needed.
- Revise reporting requirements in Attachment B. Per 2013 Amended MRP, only spills where 1,000 gallons or more reach surface waters have to be reported to Cal OES within 2 hours of discovery. Per VVWRA current NPDES permit (R6V-2013-0038, MRP Provision X.D.5., page E-17) these spills shall also be reported to the Regional Water Board within 24 hours. Please note that Cal OES will determine whether to contact additional agencies, such as the county health department.

7. *Fats, Oils, and Grease (FOG) Control Program*

Audit task:

Review description of FOG Control Program, compare against WDR requirements, and recommend revisions as needed.

Audit findings and recommendations:

- For consistency across elements, add SWRCB regulatory requirements in the introductory section.
- Review the statements in the bullet point list and confirm they are still current. Based on a review of CIWQS SSO data, the first bullet, “VVWRA has not experienced any SSOs that were attributed to FOG” is still valid and it is good justification for why a full FOG Control Program is not needed.
- Delete the second to last bullet point “VVWRA does not have a FOG control program” as it is redundant.
- Add a statement noting that, although VVWRA does not implement a full FOG Control Program, Class III (Non-Significant Industrial User) permits are being issued

to restaurants and other food processing facilities. Findings from the August 2013 EEC Survey can also be added to this section (e.g., number of permitted restaurants and existing interceptors). VVWRA also accepts used cooking oil and grease interceptor pumped waste at its main WWTP. This service reduces the amount of grease disposed in the collection system.

- If information is available, add a brief statement on whether the member agencies have their own FOG control programs.

8. *System Evaluation and Capacity Assurance Plan*

Audit task:

Review the System Evaluation and Capacity Assurance Plan and recommend revisions as needed.

Audit findings and recommendations:

- This section of the SSMP is inadequate. To comply with the SWRCB requirements, VVWRA must include information related to system evaluation and capacity planning in this SSMP element. The audit recommends that this element summarize findings from VVWRA's most recent Sewer Master Plan (as it relates to collection systems, not the wastewater treatment and reclamation facilities). The section should also list capital improvement projects (completed, under construction, and planned) that address any capacity issues noted in the SMP. A copy of the most recent SMP can also be included as an attachment to this element.

9. *Monitoring, Measurement, and Program Modifications*

Audit task:

Review the subsections and recommend revisions as needed.

Audit findings and recommendations:

- Subsection (b): Recommend moving the information provided in this subsection to subsection (c) as it better relates to those requirements. Subsection (b) can include a short statement that VVWRA measures the effectiveness of each element of the SSMP as needed and at minimum at 2-year intervals, at the time of the SSMP Internal Audit required by Element 10.
- Subsection (d): Recommend deleting existing paragraph in subsection (d) and adding a short statement that VVWRA updates SSMP program elements as needed and at minimum at 2-year intervals, at the time of the SSMP Internal Audit required by Element 10.
- For subsection (e), delete the existing paragraph and replace with a short statement that VVWRA evaluates SSO trends at the time of the SSMP Internal Audit required by Element 10.

10. SSMP Audits

Audit task:

Review section, compare against WDR requirements, and recommend revisions as needed.

Audit findings and recommendations:

- Delete the first sentence in the VVWRA response paragraph as it seems to be unrelated to audits. Add a sentence to note the date of the most recent audit (September 2018).

11. Communication Program

Audit task:

Review section, compare against WDR requirements, and recommend revisions as needed.

Audit findings and recommendations:

- Review the information on page 3 regarding the 2009 member agencies meeting and include updates as needed. If the MOU has since been finalized, include the agreement date. If there have been instances where mutual agreement was provided, cite a couple of examples. If annual meetings regarding the collection system issues among the group have taken place, include a statement to this effect and summarize relevant discussion items.




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: October 31, 2018

TO: Logan Olds
 General Manager

FROM: Chieko Keagy 
 Controller

SUBJECT: Cash Disbursements Register

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 OCTOBER 2018, check numbers 121962- 122063 and ACH's.

<i>Accounts Payable</i>			
<i>Checks</i>	<i>ACH's and EFT's</i>	<i>Payroll</i>	<i>Total</i>
\$368,021.76	\$592,919.68	\$324,463.01	\$1,285,404.45

Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/1/18 through 10/31/18

11

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Matching Document Number	Check Amount
121962	10/4/2018	10/4/2018	01	A&A Alternators And Starters	Starter Rebuild	1987	\$ 1,500.00
121963	10/4/2018	10/4/2018	01	A-Action Automotive	Fleet Vehicle Repairs	63173	\$ 563.81
121964	10/4/2018	10/4/2018	01	World Oil Environmental Services	Oil Disposal	1500-00359501	\$ 45.00
121965	10/4/2018	10/4/2018	01	Atmospheric Analysis And Consulting, Inc	Analysis and Reporting	A-18847	\$ 1,385.00
121966	10/4/2018	10/4/2018	01	Larry Bird	Commissioner Stipend	BIRD092018	\$ 100.00
121967	10/4/2018	10/4/2018	01	City Employees Associates	Supervisor Due Deductions	093018	\$ 50.00
121968	10/4/2018	10/4/2018	07	Cortech Engineering	Cavity Pump	49991414	\$ 27,519.35
121968	10/4/2018	10/4/2018	07	Cortech Engineering	Freight	50002935	\$ 2,370.50
121969	10/4/2018	10/4/2018	01	Crystal Chrysler	GEM Charger	083118	\$ 11.53
121970	10/4/2018	10/4/2018	01	Endress & Hauser C/O Jpr Systems, Inc.	Level Transmitter	6001997056	\$ 2,230.93
121970	10/4/2018	10/4/2018	01	Endress & Hauser C/O Jpr Systems, Inc.	Level Transmitter	6001997590	\$ 3,125.48
121970	10/4/2018	10/4/2018	01	Endress & Hauser C/O Jpr Systems, Inc.	Level Transmitter	600199767	\$ 1,654.50
121971	10/4/2018	10/4/2018	07	Environmental Water Solutions, Inc.	Gaskets	2781	\$ 793.57
121972	10/4/2018	10/4/2018	01	Fastenal	Anchor Plate	CAVIC62982	\$ 1,900.71
121973	10/4/2018	10/4/2018	01	Flyers Energy, Llc	Gasoline	CFS1676026	\$ 981.22
121974	10/4/2018	10/4/2018	01	G. A. Osborne Pipe & Supply	Pipe Fitting	394818	\$ 1,885.52
121974	10/4/2018	10/4/2018	07	G. A. Osborne Pipe & Supply	Spare Parts	394900	\$ 419.58
121975	10/4/2018	10/4/2018	07	Hesperia Hose Supply	Hose	62864	\$ 1,939.50
121976	10/4/2018	10/4/2018	01	Hesperia Unified School District	Purple Pipe Publication	190152	\$ 158.50
121977	10/4/2018	10/4/2018	01	Hi Grade Materials Co.	Slurry Delivery	0045298	\$ 2,758.40
121977	10/4/2018	10/4/2018	01	Hi Grade Materials Co.	Slurry Delivery	0045399	\$ 2,672.20
121977	10/4/2018	10/4/2018	01	Hi Grade Materials Co.	Slurry Delivery	0045506	\$ 2,672.20
121977	10/4/2018	10/4/2018	01	Hi Grade Materials Co.	Slurry Delivery	0046040	\$ 3,573.00
121977	10/4/2018	10/4/2018	01	Hi Grade Materials Co.	Slurry Delivery	0046352	\$ 2,672.20
121977	10/4/2018	10/4/2018	01	Hi Grade Materials Co.	Slurry Delivery	0046504	\$ 2,672.20
121978	10/4/2018	10/4/2018	01	James N. Kennedy	Commissioner Stipend	KBENN092018	\$ 100.00
121979	10/4/2018	10/4/2018	01	Mitsubishi Cement Corp. Ed. Foundation	Ride in the Rocks Event Sponsor	110318	\$ 500.00
121980	10/4/2018	10/4/2018	01	Mojave Desert A.Q.M.D.	FAC No. 453/1124	MD9524	\$ 15,370.27
121981	10/4/2018	10/4/2018	01	Napa Victorville	Alternator	141225	\$ 170.56
121981	10/4/2018	10/4/2018	01	Napa Victorville	Battery	142396	\$ 143.76
121981	10/4/2018	10/4/2018	01	Napa Victorville	Battery and Oil	141492	\$ 561.89
121981	10/4/2018	10/4/2018	01	Napa Victorville	CREDIT NAPA000 96	56 07302018	\$ (177.75)
121982	10/4/2018	10/4/2018	01	Scott Nassif	Commissioner Stipend	NASS092018	\$ 100.00
121983	10/4/2018	10/4/2018	01	National Association Of Clean Water Agencies	NACWA Membership Due	55491	\$ 10,815.00
121984	10/4/2018	10/4/2018	01	Orkin	Pest Control	174686247	\$ 390.61
121985	10/4/2018	10/4/2018	07	Peerless Pump Company	Labor and Parts	9924177890	\$ 5,553.27
121986	10/4/2018	10/4/2018	01	Ponton Industries, Inc.	One Week Rental	19745-32988	\$ 545.00
121987	10/4/2018	10/4/2018	01	Prudential Overall Supply	Uniform Service	22677342	\$ 475.01
121987	10/4/2018	10/4/2018	01	Prudential Overall Supply	Uniform Service	22680967	\$ 475.01
121988	10/4/2018	10/4/2018	01	Quill Corporation	Fly Swatters	1279779	\$ 24.23
121988	10/4/2018	10/4/2018	01	Quill Corporation	Office Supplies	1277078	\$ 386.63
121989	10/4/2018	10/4/2018	01	Rdo Equipment Co	Parts	P96228	\$ 448.95
121990	10/4/2018	10/4/2018	01	Safelite Glass Corp	Windshield Repair	06154-327473	\$ 218.04
121991	10/4/2018	10/4/2018	01	Scott Equipment, Inc	Brown Bear Service	S10773	\$ 3,419.48
121992	10/4/2018	10/4/2018	01	Thurlow'S Heating & A/C Inc.	Quarterly Service	16663	\$ 1,999.00
121992	10/4/2018	10/4/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22328	\$ 1,067.90
121992	10/4/2018	10/4/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22359	\$ 680.00
121992	10/4/2018	10/4/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22360	\$ 365.15
121993	10/4/2018	10/4/2018	01	United Rentals Northwest, Inc	Boom Rental	160901076-001	\$ 1,564.53
121994	10/4/2018	10/4/2018	01	Verizon Wireless	Account Number 472015939-00001	9814608422	\$ 1,886.99
121994	10/4/2018	10/4/2018	01	Verizon Wireless	Account# 472015939-00013	9814608423	\$ 176.55
121995	10/4/2018	10/4/2018	01	City Of Victorville / Sanitation	Trash Service	3101716	\$ 5,601.07
121996	10/4/2018	10/4/2018	01	Yale Chae Equipment And Services	2 GEM Cars	S1190378	\$ 28,008.69
121996	10/4/2018	10/4/2018	01	Yale Chae Equipment And Services	Brake Pads	S1191556	\$ 233.41
121997	10/4/2018	10/4/2018	01	Cintas Corporation	Hesperia Subregional First Aid	9031344429	\$ 431.00
121998	10/11/2018	10/11/2018	01	A-Action Automotive	Chevy Silverado 1500 Repairs	63201	\$ 470.99
121999	10/11/2018	10/11/2018	01	Liberty Utilities- Apple Valley Ranchos Water	ACCOUNT# 156250	092718	\$ 952.02
122000	10/11/2018	10/11/2018	01	Apple Valley Transfer & Storage Dba Shredyourdocs.Com	Document Shredding Services	4510	\$ 45.00
122000	10/11/2018	10/11/2018	01	Apple Valley Transfer & Storage Dba Shredyourdocs.Com	Document Shredding Services	4628	\$ 45.00
122000	10/11/2018	10/11/2018	01	Apple Valley Transfer & Storage Dba Shredyourdocs.Com	Document Shredding Services	4775	\$ 45.00
122000	10/11/2018	10/11/2018	01	Apple Valley Transfer & Storage Dba Shredyourdocs.Com	Document Shredding Services	4893	\$ 45.00
122001	10/11/2018	10/11/2018	01	Bioenergy Association Of California	Bioenergy Membership Renewal	100118	\$ 2,750.00
122002	10/11/2018	10/11/2018	01	G.A. Osborne Pipe & Supply	Ball Valve	394557	\$ 135.41
122003	10/11/2018	10/11/2018	01	Orkin	AV Subregional Pest Control	175329275	\$ 150.00
122003	10/11/2018	10/11/2018	01	Orkin	Pest Control Service	175802230	\$ 390.61
122004	10/11/2018	10/11/2018	01	Pumpworks, Inc.	Spare South Perc Pond PS Pump	6852	\$ 44,760.01
122004	10/11/2018	10/11/2018	01	Pumpworks, Inc.	Spare South Perc Pond PS Pump	6852	\$ (44,760.01)
122005	10/11/2018	10/11/2018	01	Safety-Kloen Systems Inc.	Solvent Disposal	77773304	\$ 1,683.70
122006	10/11/2018	10/11/2018	01	Southern Counties Lubricants	Low Ash Oil	651312	\$ 8,551.29
122007	10/11/2018	10/11/2018	01	Scott Equipment, Inc	Brown Bear Paddles and Extensions	E22363	\$ 2,961.57
122008	10/15/2018	10/15/2018	01	Pumpworks, Inc.	Spare South Perc Pond PS Pump	6852	\$ 44,760.01
122009	10/18/2018	10/18/2018	01	Donna Anthony	Retiree Health Benefit Allowance	ANTH101718	\$ 438.00
122010	10/18/2018	10/18/2018	01	Dan Sentman	Retiree Health Benefit Allowance	SENT101718	\$ 212.97
122011	10/18/2018	10/18/2018	01	A-Action Automotive	1500 Silverado Repairs	63262	\$ 94.17
122012	10/18/2018	10/18/2018	01	Aquatic Bioassay / Consult Inc.	BIOASSAYS Testing	VIC0718.0675	\$ 4,385.00
122013	10/18/2018	10/18/2018	07	Automation Direct	EA9 Control Panel for Scrubber	9236535	\$ 1,790.00
122014	10/18/2018	10/18/2018	01	Concorde Communications	Answering and Telephone Service	181000010	\$ 94.90
122015	10/18/2018	10/18/2018	07	Fluid Components Intl.	Digester Gas Flow Metersw	1121518	\$ 28,815.11
122016	10/18/2018	10/18/2018	01	Flyers Energy, Llc	Gasoline	CFS-1715358	\$ 1,000.02
122016	10/18/2018	10/18/2018	01	Flyers Energy, Llc	Gasoline	CFS1690867	\$ 963.28
122017	10/18/2018	10/18/2018	07	G.A. Osborne Pipe & Supply	Bolt Kits and Gaskets	394937	\$ 507.39
122017	10/18/2018	10/18/2018	07	G.A. Osborne Pipe & Supply	Flanges	394935	\$ 1,762.68
122017	10/18/2018	10/18/2018	07	G.A. Osborne Pipe & Supply	Supplies	394902	\$ 905.75
122018	10/18/2018	10/18/2018	01	Hasker Equipment Company	Victor Hose Replacement	W52930	\$ 2,545.00
122019	10/18/2018	10/18/2018	01	Hi-Desert Communications	Site Rent	38046	\$ 100.00
122020	10/18/2018	10/18/2018	01	Hi-Desert Window Washing	Window Washing	25552	\$ 307.00
122021	10/18/2018	10/18/2018	07	Hi Grade Materials Co.	Sand Slurry	0046693	\$ 2,672.20
122021	10/18/2018	10/18/2018	07	Hi Grade Materials Co.	Sand Slurry	0046832	\$ 2,672.20

**Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/1/18 through 10/31/18**

11

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Matchin#	Document Number	Check Amount
122021	10/18/2018	10/18/2018	07	Hi Grade Materials Co.	Sand Slurry	0046989		\$ 2,902.79
122021	10/18/2018	10/18/2018	07	Hi Grade Materials Co.	Sand Slurry	0047150		\$ 3,340.25
122021	10/18/2018	10/18/2018	07	Hi Grade Materials Co.	Sand Slurry	0047229		\$ 3,340.25
122022	10/18/2018	10/18/2018	01	Luhdorff And Scalmanini Consulting Engineers, Inc.	3 Year Groundwater Reporting	34277		\$ 11,837.26
122023	10/18/2018	10/18/2018	01	Napa Victorville	Filters	146524		\$ 667.48
122024	10/18/2018	10/18/2018	01	Ponton Industries, Inc.	Rental	19839-33234		\$ 545.00
122025	10/18/2018	10/18/2018	01	Prudential Overall Supply	Uniform Service	22688081		\$ 476.75
122026	10/18/2018	10/18/2018	01	Questica Ltd.	Power Plan Annual Maintenance	INV0839		\$ 4,055.63
122027	10/18/2018	10/18/2018	01	Sparklets Drinking Water	Bottled Water	14877093 101418		\$ 2,625.01
122028	10/18/2018	10/18/2018	01	Swains Electric Motor Service	Repair	807868		\$ 5,976.75
122029	10/18/2018	10/18/2018	01	Thurlow'S Heating & A/C Inc.	MCC Repairs	16670		\$ 3,602.34
122029	10/18/2018	10/18/2018	01	Thurlow'S Heating & A/C Inc.	New Furnace	16677		\$ 3,100.00
122029	10/18/2018	10/18/2018	01	Thurlow'S Heating & A/C Inc.	Pleated Return Air Filters	16664		\$ 754.40
122031	10/25/2018	10/25/2018	01	Big Bear Electric, Inc.	Heat Trace System	1169		\$ 12,115.74
122031	10/25/2018	10/25/2018	01	Big Bear Electric, Inc.	Labor for Panel Installation	1170		\$ 4,963.81
122032	10/25/2018	10/25/2018	01	Larry Bird	Comissioner Stipend	BIRD102218		\$ 100.00
122033	10/25/2018	10/25/2018	01	City Employees Associates	Supervisors Dues Deduction	101818		\$ 50.00
122034	10/25/2018	10/25/2018	01	D.M.B. Inc.	Waukesha Exhaust Expansion Joints	113026		\$ 1,083.97
122035	10/25/2018	10/25/2018	01	Hesperia Recreation And Park District	District LLM2-P-1	0405-313-48-0000		\$ 10.00
122036	10/25/2018	10/25/2018	01	High Desert Lock & Safe	Keys and Locks	0000107387		\$ 556.90
122037	10/25/2018	10/25/2018	01	James N. Kennedy	Comissioner's Stipend	KENN101818		\$ 100.00
122038	10/25/2018	10/25/2018	01	Konica Minolta Business Solutions	Printing Charges	9005001116		\$ 1,983.61
122039	10/25/2018	10/25/2018	01	Mojave Desert A.Q.M.D.	453/3406 Permit	MD9648		\$ 922.89
122039	10/25/2018	10/25/2018	01	Mojave Desert A.Q.M.D.	453/3407 Permit	MD9713		\$ 615.26
122040	10/25/2018	10/25/2018	01	Scott Nassif	Comissioner Stipend	NASS101818		\$ 100.00
122041	10/25/2018	10/25/2018	01	Orkin	Pest Control	175802231		\$ 390.61
122042	10/25/2018	10/25/2018	01	Prudential Overall Supply	Uniform Service	22684474		\$ 475.01
122042	10/25/2018	10/25/2018	01	Prudential Overall Supply	Uniform Service	22691732		\$ 475.01
122043	10/25/2018	10/25/2018	01	Quill Corporation	Office Supplies	1279780		\$ 221.95
122044	10/25/2018	10/25/2018	01	Royal Wholesale Electric	TECHCONNECT? SUPPORT AGREEMENT - RENEWAL	6441-576160		\$ 4,858.45
122045	10/25/2018	10/25/2018	01	Swrch	Application ID# 502860	502860		\$ 200.00
122046	10/25/2018	10/25/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22324		\$ 1,196.35
122047	10/25/2018	10/25/2018	01	United Rentals Northwest, Inc	Boom for Training	161583185-001		\$ 703.51
122047	10/25/2018	10/25/2018	01	United Rentals Northwest, Inc	Scissor Lift Training	161648879-001		\$ 1,327.50
122048	10/25/2018	10/25/2018	01	Verizon Wireless	Acct# 472015939-00001	9816477078		\$ 1,937.04
122048	10/25/2018	10/25/2018	01	Verizon Wireless	Acct# 472015939-00013	9816477079		\$ 95.03
122049	10/25/2018	10/25/2018	01	City Of Victorville / Sanitation	Trash Service	3138071		\$ 3,469.56
122050	10/25/2018	10/25/2018	01	Cintas Corporation	First Aid Supplies	5011842271		\$ 244.59
122051	10/31/2018	10/31/2018	01	Cortech Engineering	Ferric Pump Parts	50051141		\$ 2,507.35
122052	10/31/2018	10/31/2018	01	Davis Electric, Inc	Generator PM Service	18-0214		\$ 1,942.00
122053	10/31/2018	10/31/2018	01	Neofunds By Neopost	Postage	10162018		\$ 493.00
122054	10/31/2018	10/31/2018	01	Parkhouse Tire Inc.	Bobcat Service	2020091412		\$ 120.91
122055	10/31/2018	10/31/2018	01	Promesa Enterprises	Employee Profile Reports- June 2018	48323		\$ 49.50
122056	10/31/2018	10/31/2018	01	Prudential Overall Supply	Uniform Service	22695467		\$ 475.01
122057	10/31/2018	10/31/2018	01	Roto-Rooter Plumbers	Kitchen Faucet Repair	AA1818018		\$ 385.01
122058	10/31/2018	10/31/2018	01	Royal Wholesale Electric	PLC Repair	6441-576563		\$ 16,654.76
122059	10/31/2018	10/31/2018	01	San Bernardino County Fire Protection Dist	CUPA Permit	IN0133954		\$ 647.00
122060	10/31/2018	10/31/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22417		\$ 340.00
122060	10/31/2018	10/31/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22418		\$ 255.00
122060	10/31/2018	10/31/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22419		\$ 425.00
122060	10/31/2018	10/31/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	22420		\$ 425.00
122061	10/31/2018	10/31/2018	01	Total Compensation Systems, Inc	GASB 75 Valuation Services	6716		\$ 3,060.00
122062	10/31/2018	10/31/2018	01	Uline, Inc.	Nitrile Gloves	102274176		\$ 132.72
122063	10/31/2018	10/31/2018	01	V.W.R. International	Lab Micro Cover Glass	8084069799		\$ 104.22
Total Checks								368,021.76
002658591	10/29/2018	10/29/2018	01	State Board Of Equalization	3rd Quarter Use Tax 2018	09302018		\$ 1,452.00
0027019-1	10/4/2018	10/4/2018	07	2G Energy Inc.	Source Testing	415-081800690		\$ 6,785.00
0027019-10	10/4/2018	10/4/2018	01	Cdw Government, Inc	ACER Laptop	PGS0751		\$ 278.57
0027019-10	10/4/2018	10/4/2018	01	Cdw Government, Inc	Anti-virus Annual Renewal	PDV9818		\$ 2,200.00
0027019-11	10/4/2018	10/4/2018	01	Fedak & Brown Llp	FYE 2018 Audit	092718		\$ 4,890.00
0027019-12	10/4/2018	10/4/2018	01	Culligan Water Conditioning	Water Softener	201809041401		\$ 502.90
0027019-13	10/4/2018	10/4/2018	01	D.K.F. Solutions Inc.	MSO Monthly	14054		\$ 350.00
0027019-14	10/4/2018	10/4/2018	01	Grainger	Packing Seal	9917232622		\$ 62.84
0027019-14	10/4/2018	10/4/2018	01	Grainger	Shipping Carton	9915580782		\$ 57.97
0027019-14	10/4/2018	10/4/2018	01	Grainger	Sport Drinks	9906997250		\$ 121.20
0027019-14	10/4/2018	10/4/2018	01	Grainger	Tire Inflators	9907219415		\$ 107.00
0027019-15	10/4/2018	10/4/2018	01	Ilink Business Management	AV Subregional Custodial Service	47463		\$ 263.88
0027019-16	10/4/2018	10/4/2018	01	Lara Landscaping	AV Subregional Weed Removal	504		\$ 2,550.00
0027019-17	10/4/2018	10/4/2018	01	Larry Walker Associates	Regulatory Assistance	00054.49-9		\$ 2,119.00
0027019-17	10/4/2018	10/4/2018	01	Larry Walker Associates	Sanitary Sewer Mgmny Plan	00054.50-1		\$ 800.00
0027019-18	10/4/2018	10/4/2018	01	Principal Life Ins. Co.	Dental and Vision Insurance	100118		\$ 3,287.15
0027019-19	10/4/2018	10/4/2018	01	Protection One	Protection One Services	124950157		\$ 811.88
0027019-2	10/4/2018	10/4/2018	01	A.D.S. Corp.	Flow Monitoring FY 18-19	12928.22-0918		\$ 8,333.28
0027019-21	10/4/2018	10/4/2018	01	Quinn Company	Engine Oil Analysis	PC220777183		\$ 408.00
0027019-22	10/4/2018	10/4/2018	01	T-Mobile	Oltec PS VHD Upgrades	0065762-IN		\$ 3,625.00
0027019-23	10/4/2018	10/4/2018	01	Uc Regents	Moile Hot Spot	091318		\$ 59.50
0027019-24	10/4/2018	10/4/2018	01	Underground Service Alert Of Southern California	CEC Battery Installation Project	81043-013		\$ 6,352.76
0027019-25	10/4/2018	10/4/2018	01	Victor Valley Wastewater Employees Assoc	Dig Alert Charges	920180787		\$ 57.85
0027019-26	10/4/2018	10/4/2018	01	Walters Wholesale Electric	Employee Association Dues	093018		\$ 625.00
0027019-23	10/4/2018	10/4/2018	01	Walters Wholesale Electric	AV Subregional Process Drain Pumps	S111387451.001		\$ 1,115.21
0027019-16	10/4/2018	10/4/2018	01	All Covered	Firewall Implementation	857858		\$ 330.00
0027019-4	10/4/2018	10/4/2018	01	Applied Maintenance Supplies & Solution	Consumables	96982994		\$ 28.27
0027019-4	10/4/2018	10/4/2018	01	Applied Maintenance Supplies & Solution	Consumables	96984574		\$ 648.86
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	CEQA MATTERS	830625		\$ 2,051.63
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	CONTRACT REVIEW	830623		\$ 1,425.60
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	EVALUATION OF VICTORVILLE PROJECT	830624		\$ 4,665.60
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	FEMA AUDIT	830628		\$ 129.60
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	GENERAL - RETAINER	830621		\$ 11,680.01

**Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/1/18 through 10/31/18**

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Matching Document Number	Check Amount
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	GENERAL EMINENT DOMAIN MATTERS	830626	\$ 68.00
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	LABOR MATTERS	830619	\$ 7,875.73
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	LAHONTAN REGIONAL WATER QUALITY CONTROL BOARD	830627	\$ 1,976.40
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	PROJECTS	830620	\$ 109.83
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	PUBLIC CONTRACT DRAFTING	830622	\$ 1,789.80
0027019-5	10/4/2018	10/4/2018	01	Best, Best & Krieger, L.L.P.	STATE REVOLVING FUND LOANS	830629	\$ 97.20
0027019-6	10/4/2018	10/4/2018	01	Biogas Power Systems- Mojave, Llc	Biogas Power Project	VVWRA-18-10	\$ 64,119.27
0027019-7	10/4/2018	10/4/2018	01	Biogas Engineering	CEC Battery Installation Project	181-CEC	\$ 2,379.09
0027019-8	10/4/2018	10/4/2018	01	Bremtag Pacific, Inc	Sodium Hypochlorite	BP1874710	\$ 2,325.07
0027019-9	10/4/2018	10/4/2018	09	Carollo Engineers, A Professional Corporation	Desert Knolls Wash	0170107	\$ 11,179.00
0027348-1	10/11/2018	10/11/2018	01	2G Energy Inc.	Service Labor	415-081800645	\$ 8,597.67
0027348-10	10/11/2018	10/11/2018	01	Hach Company	Ammonia TNT Vial 830 ULR	11163759	\$ 615.28
0027348-11	10/11/2018	10/11/2018	01	Mcgrath Rentcorp	Admin Office Lease	1757515	\$ 3,995.37
0027348-13	10/11/2018	10/11/2018	01	Walters Wholesale Electric	Breaker	S111442790.001	\$ 743.48
0027348-2	10/11/2018	10/11/2018	01	American Express	American Express Charges September 2018	092818	\$ 3,015.26
0027348-3	10/11/2018	10/11/2018	01	Beck Oil, Inc.	Diesel	336508	\$ 2,718.51
0027348-4	10/11/2018	10/11/2018	01	Blackline Safety Corp	Loner Device Lease	INV2012233	\$ 210.00
0027348-5	10/11/2018	10/11/2018	01	Bremtag Pacific, Inc	Ferric Chloride	BP1879640	\$ 11,454.92
0027348-6	10/11/2018	10/11/2018	09	Carollo Engineers, A Professional Corporation	Subregional BSDC	0164945-BACKUP	\$ 3,665.00
0027348-7	10/11/2018	10/11/2018	01	D.K.F. Solutions Inc.	MSO Subscription	14103	\$ 350.00
0027348-8	10/11/2018	10/11/2018	01	E.S. Babcock & Sons, Inc.	Lab Testing September 2018	100118	\$ 27,491.00
0027348-9	10/11/2018	10/11/2018	01	Grainger	Packing Seal	9918048571	\$ 62.84
0027348-9	10/11/2018	10/11/2018	01	Grainger	Packing Seal	9919644238	\$ 359.46
0027348-9	10/11/2018	10/11/2018	01	Grainger	Safety Glasses	9918632952	\$ 142.12
0027801-1	10/18/2018	10/18/2018	01	All Covered	Firewall P2P	864146	\$ 175.00
0027801-10	10/18/2018	10/18/2018	01	Ilink Business Management	AV Subregional Custodial Services	48979	\$ 263.88
0027801-10	10/18/2018	10/18/2018	01	Ilink Business Management	Janitorial Services	159	\$ 2,569.76
0027801-11	10/18/2018	10/18/2018	01	Industrial Solution Services, Inc	Urea Delivery	17663	\$ 2,501.67
0027801-12	10/18/2018	10/18/2018	07	Siemens Industry Inc.	Pressure Level Transmitters	5602816390	\$ 2,353.26
0027801-12	10/18/2018	10/18/2018	07	Siemens Industry Inc.	Pressure Level Transmitters	5602816626	\$ 3,368.27
0027801-13	10/18/2018	10/18/2018	01	Socal Filters And Services Inc.	Filters	6231	\$ 786.70
0027801-14	10/18/2018	10/18/2018	01	Waukesha-Pearce Industries, Llc	Blower 3 PM	639292	\$ 4,747.95
0027801-14	10/18/2018	10/18/2018	01	Waukesha-Pearce Industries, Llc	Generator 1 PM	639289	\$ 2,324.37
0027801-14	10/18/2018	10/18/2018	01	Waukesha-Pearce Industries, Llc	Generator 2 PM	639290	\$ 3,212.81
0027801-15	10/18/2018	10/18/2018	01	Waxie Sanitary Supply	Janitorial Supplies	77773071	\$ 1,332.88
0027801-16	10/18/2018	10/18/2018	01	Xylem Water Solutions	UV Lamps	3556A35421	\$ 28,429.72
0027801-2	10/18/2018	10/18/2018	01	American Organics	Green Waste Disposal	5683729	\$ 199.28
0027801-3	10/18/2018	10/18/2018	01	Applied Maintenance Supplies & Solution	Consumables	96989404	\$ 686.56
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	CEQA Matters	833249	\$ 550.80
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Contract Review	833247	\$ 6,050.60
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Evaluation of Victorville Project	833248	\$ 4,600.80
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	FEMA Audit	833252	\$ 97.20
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	General - Retainer	833242	\$ 11,581.00
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Labor Matters	833243	\$ 8,102.60
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Lahontan Regional Water Quality Control Board	833250	\$ 615.60
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Projects	833244	\$ 7.90
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Public Contract Drafting	833246	\$ 3,080.50
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	Rates And Charges Analysis	833251	\$ 421.20
0027801-4	10/18/2018	10/18/2018	01	Best, Best & Krieger, L.L.P.	State Revolving Fund Loans	833253	\$ 486.00
0027801-5	10/18/2018	10/18/2018	07	Biogas Engineering	Anaerobic Digesters Integration	225	\$ 9,300.00
0027801-5	10/18/2018	10/18/2018	01	Biogas Engineering	CEC Microgrid Battery Storage Project	224	\$ 1,872.00
0027801-5	10/18/2018	10/18/2018	01	Biogas Engineering	Net Energy Metering	219	\$ 8,800.00
0027801-6	10/18/2018	10/18/2018	09	Carollo Engineers, A Professional Corporation	Desert Knolls Wash Interceptor	0170926	\$ 1,888.00
0027801-7	10/18/2018	10/18/2018	01	C.S. Amsco	Actuator & Controls	14078Rev	\$ 20,841.14
0027801-7	10/18/2018	10/18/2018	01	C.S. Amsco	Mud Valve	14083	\$ 2,742.67
0027801-8	10/18/2018	10/18/2018	01	Graham Equipment	Diesel Haul	015381	\$ 800.00
0027801-8	10/18/2018	10/18/2018	01	Graham Equipment	K Rail Haul	015382	\$ 400.00
0027801-8	10/18/2018	10/18/2018	01	Graham Equipment	Rock Spreading	015383	\$ 484.88
0027801-8	10/18/2018	10/18/2018	01	Graham Equipment	Rock Spreading	015384	\$ 1,800.00
0027801-9	10/18/2018	10/18/2018	01	Grainger	Breaker Lockout	9921308418	\$ 41.65
0027808-1	10/18/2018	10/18/2018	01	Billings, Richard	Retiree Health Benefit Allowance	BILL101718	\$ 438.00
0027808-10	10/18/2018	10/18/2018	01	Randy Main	Retiree Health Benefit Allowance	MADN101718	\$ 438.00
0027808-11	10/18/2018	10/18/2018	01	Mark Mcgee	Retiree Health Benefit Allowance	MCGB101718	\$ 438.00
0027808-12	10/18/2018	10/18/2018	01	Lillie Montgomery	Retiree Health Benefit Allowance	MONT101718	\$ 197.76
0027808-13	10/18/2018	10/18/2018	01	L. Christina Nalian	Retiree Health Benefit Allowance	NALI101718	\$ 438.00
0027808-14	10/18/2018	10/18/2018	01	Nave, Patrick	Retiree Health Benefit Allowance	NAVE101718	\$ 438.00
0027808-2	10/18/2018	10/18/2018	01	Roy Dagnino	Retiree Health Benefit Allowance	DAGN101718	\$ 438.00
0027808-3	10/18/2018	10/18/2018	01	Tim Davis	Retiree Health Benefit Allowance	DAV1101718	\$ 438.00
0027808-4	10/18/2018	10/18/2018	01	Terrie Gossard Flint	Retiree Health Benefit Allowance	FLJN101718	\$ 249.30
0027808-5	10/18/2018	10/18/2018	01	Gillette, Randy	Retiree Health Benefit Allowance	GILL101718	\$ 438.00
0027808-6	10/18/2018	10/18/2018	01	Darline Gyursik	Retiree Health Benefit Allowance	GYUR101718	\$ 212.97
0027808-7	10/18/2018	10/18/2018	01	Thomas Hinojosa	Retiree Health Benefit Allowance	HINO101718	\$ 438.00
0027808-8	10/18/2018	10/18/2018	01	Patricia J Johnson	Retiree Health Benefit Allowance	JOHN101718	\$ 183.34
0027808-9	10/18/2018	10/18/2018	01	Olin Keniston	Retiree Health Benefit Allowance	KENI101817	\$ 249.30
0028054	10/24/2018	10/24/2018	01	Teledyne Iso, Inc.	Temp Sensor	S020281180	\$ 998.33
0028164-1	10/25/2018	10/25/2018	01	Applied Maintenance Supplies & Solution	Consumables	96986959	\$ 46.64
0028164-2	10/25/2018	10/25/2018	07	C.S. Amsco	Butterfly Valve	14107	\$ 1,232.39
0028164-2	10/25/2018	10/25/2018	07	C.S. Amsco	Plug Valve	14051	\$ 3,224.24
0028164-3	10/25/2018	10/25/2018	01	Culligan Water Conditioning	Water Softener	201810041401	\$ 502.90
0028164-4	10/25/2018	10/25/2018	01	Evoqua Water Technologies Llc	Biooxide	903719711	\$ 1,163.70
0028164-5	10/25/2018	10/25/2018	01	Ilink Business Management	AV Subregional Custodial Service	53246	\$ 263.88
0028164-6	10/25/2018	10/25/2018	07	Trimax Systems	SCADA Ignition Implementation Phase#2	109338	\$ 20,000.00
0028164-7	10/25/2018	10/25/2018	01	U.S. Bank	Cal Card Statements September 2018	092418	\$ 5,669.70
0028164-8	10/25/2018	10/25/2018	01	Victor Valley Wastewater Employees Assoc	Employee Association Dues Deduction	101818	\$ 625.00
0028164-9	10/25/2018	10/25/2018	01	Waukesha-Pearce Industries, Llc	Waukesha Consumable Parts	639919	\$ 2,486.23
081618SWG	10/19/2018	10/19/2018	01	Southwest Gas Company	Hesperia Subregional Natural Gas- Fresno	100818	\$ 27.84
081618SWG2	10/19/2018	10/19/2018	01	Southwest Gas Company	Hesperia Subregional Natural Gas- Appaloosa	10082018	\$ 102.35
081618SWG3	10/19/2018	10/19/2018	01	Southwest Gas Company	AV Subregional Natural Gas- Otoe	100918	\$ 56.89
081618UPS	10/19/2018	10/19/2018	01	Ups	Express Shipping	0000615V7V408	\$ 196.83
081618UPS	10/19/2018	10/19/2018	01	Ups	Express Shipping	0000615V7V418	\$ 261.84
100318SWG	10/10/2018	10/10/2018	01	Southwest Gas Company	Natural Gas	092118	\$ 1,364.34
101618CHAR	10/19/2018	10/19/2018	01	Charter Communications	Telephone Charges	0013529100718	\$ 4,873.11
101618CHAR001	10/19/2018	10/19/2018	01	Charter Communications	Telephone Charges	00135292090718	\$ 4,853.19
102918SWG	10/29/2018	10/29/2018	01	Southwest Gas Company	Natural Gas	102218	\$ 1,238.46
102918UPS	10/29/2018	10/29/2018	01	Ups	Express Shipping	0000615V7V438A	\$ 375.26
2750397000	10/2/2018	10/2/2018	01	Db Noise Reduction	Subregional Membrane & process Blower Silencers	INV18303-01	\$ 19,515.00
37119110	10/10/2018	10/10/2018	01	Hesperia Water District	Hesperia Subregional Water Usage	091918	\$ 499.46
8069686276931	10/10/2018	10/10/2018	01	Southern California Edison	Edison Electric Utility	091818	\$ 72,789.91
82380696863029	10/29/2018	10/29/2018	01	Southern California Edison	Electricity	101218	\$ 55,980.95
83950026112899	10/19/2018	10/19/2018	01	Southern California Edison	Hesperia Subregional Electricity- Appaloosa	10102018	\$ 6,661.99
83950027692897	10/19/2018	10/19/2018	01	Southern California Edison	Hesperia Subregional Electricity- Fresno	101018	\$ 560.47
83977528929299	10/19/2018	10/19/2018	01	Southern California Edison	AV Subregional Electricity- Otoe	101118	\$ 16,185.47
846198	10/19/2018	10/19/2018	01	Konica Minolta Business Solutions	Individual Printer Lease	32526105	\$ 1,449.34
9031581	10/10/2018	10/10/2018	01	Lincoln Financial Group	Life and Disability Insurance	3747267329	\$ 3,544.13

**Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/1/18 through 10/31/18**

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Matching Document Number	Check Amount	
9031581	10/10/2018	10/10/2018	01	Lincoln Financial Group	Life and Disability Insurance	3747268221	\$ 82.66	
							Total ACH & EFT's	592,919.68
Total Checks							\$ 368,021.76	
Total ACH and EFT							\$ 592,919.68	
Total Payroll - October 2018							\$ 324,463.01	
Total							\$ 1,285,404.45	

10518
APPROVED

**MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)
October 18, 2018**

CALL TO ORDER: Chair Scott Nassif called the meeting to order at 8:05 am; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

**ORO GRANDE (CSA 42) AND
SPRING VALLEY LAKE (CSA 64)
TOWN OF APPLE VALLEY
CITY OF VICTORVILLE
CITY OF HESPERIA**

**Jeff Rigney, Chair
Scott Nassif, Vice-Chair
Jim Kennedy, Secretary
Larry Bird, Treasurer**

VWVRA Staff and Legal Counsel:

**Logan Olds, General Manager
Kristi Casteel, Secretary to GM/Board
Piero Dallarda, Legal Counsel (BB&K)
Chieko Keagy, Contoller
Alton Anderson, Construction Manager
David Wylie, Safety & Communications Officer**

**Xiewi Wang, Senior Accountant
Robert Coromina, Director of Administration
Brad Adams, Lead Operator
Marcos Avila, Lead Mechanic
Eugene Davis, O&M Manager
Robert Townsend, Regulatory Inspector**

Others Present:

**Carl Coleman, MWA
Brad Miller, Town of Apple Valley
George Harris, City of Victorville
Jim Cox, City of Victorville
Keith Metzler, City of Victorville**

**Doug Robertson, Apple Valley
Blanca Gomez, City of Victorville
CJ Porter, Congressmen Cook's Office
Brian Gengler, City of Victorville**

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 Bird made a motion to enter into Closed Session. Seconded by Commissioner Kennedy.

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Rigney called the meeting to order at 934 am.

REPORT FROM CLOSED SESSION

Piero Dallarda stated that the Board met in closed session under government code 54956.9D to consider the employees request to increase the VVWRA's medical contribution by \$50.00 a month to be retroactive to December 2017, which was the time of the request. The Board considered the request by the employees and finding that this would not increase VVWRA's contribution to a level higher than any of the member entities; the Board has agreed to honor the request. The Board has directed Staff and Legal counsel to take all the appropriate measures to make sure that is implemented.

PUBLIC COMMENTS- REGULAR SESSION AGENDA

None

ANNOUNCEMENTS AND CORRESPONDENCE:

6. Possible conflict of interest issues

Commissioner Nassif is abstaining from any disbursements to Napa Auto Parts.

7. Reclaimed Water Availability

8. Article: Supreme Court Asked to Determine CWA's Reach Over Groundwater

9. Article: Energy Storage: A Step Toward Energy Neutrality

10. Article: Health Check- What Happens When You Hold in a Fart

11. Letter: City of Hesperia – Request to Increase Capacity at the Hesperia Subregional

CONSENT CALENDAR:

12. Approve August 2018 Disbursement Registers

Commissioner Nassif is abstaining from any disbursements to Napa Auto Parts.

13. Approve Minutes from the September 20, 2018 Regular Meeting

VVWRA Regular Meeting Minutes
Thursday October 18, 2018
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Commissioner Kennedy made a motion to approve the consent calendar, seconded by Commissioner Bird and approved by roll call vote with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

ACTION & DISCUSSION ITEMS:

14. Recommendation to Approve Resolution 2018-12 to Amend the Surplus Property

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

15. Recommendation to Approve Resolution 2018-13 to Amend the Procurement Policy

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

16. Recommendation to Approve Resolution 2018-14 to Amend the Investment Policy

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

17. Recommendation to Approve Resolution 2018-15 to Update Banking Information for the Local Agency Investment Fund (LAIF)

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

18. Personnel Discussion: Hiring for Operations and Maintenance

Manager Olds stated that there is a situation that VVWRA is currently addressing and it is Manager Olds recommendation to the Board that VVWRA retain five paid internship positions for a period of one year to assist, and to obtain the assistance of licensed operator from High Desert Water District and that VVWRA begin recruitment for a Plant Superintendent.

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

19. Recommendation to Purchase Gas Integration Equipment for Digesters 1, 2, and 3

Manager Olds stated that this is the next step to begin the merging of digesters 1-3 and the rebuilding of them with 4 and 5. This ensures that the methane is blended at the right pressure and volume with the existing system to get it to the places that it needs to go.

Manager Olds said this is not a budgeted item because it was supposed to be part of a public private partnership and they would cover the cost that was not budgeted. As was discussed in a past Board Meeting because of the funding received in June, the decision was made to move forward with rebuilding the digesters at VVWRA's own cost and will be submitting to the Board a revised budget incorporating all the expenses associated with rebuilding digesters 1-3 at the mid-year budget review in January or February.

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

20. Recommendation to Replace Digester #2 Mixing Pump

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

21. Recommendation to Approve Permanent Easement and Temporary Construction Easement for Desert Knolls Wash with the High Desert "Partnership in Academic Excellence" Foundation

This item was tabled.

22. Recommendation to Replace Apple Valley Otoe Lift Station Pump #1

Marcos Avila stated that this pump has been in service since the early 1990's and it is due for a replacement.

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

23. Recommendation to Approve Resolution 2018-16 to Quitclaim Deed Interest in Real Property to the City of Hesperia

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

24. Recommendation to Approve Fibercast Proposal

There was a lengthy discussion on this item and it was the consensus of the Board to table this item until the next Board Meeting.

Commissioner Nassif made a motion to table this item, seconded by Commissioner Nassif and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: No

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

25. Recommendation to Amend the 2018 Board Meeting Schedule

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

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

STAFF/PROFESSIONAL SERVICES REPORTS:

37. Financial and Investment Report – September 2018

38. Operations & Maintenance Report – September 2018

39. Environmental Compliance Department Reports – September 2018

40. Septage Receiving Facility Reports – September 2018

41. Safety & Communications Report – September 2018

NEXT VVWRA BOARD MEETING:

Thursday, November 15, 2018 – Regular Meeting of the Board of Commissioners

FUTURE AGENDA ITEMS

Leave Policy

COMMISSIONER COMMENTS

Chair Rigney asked for an update on AQMD and the flaring issue.

ADJOURNMENT

APPROVAL:

DATE: November 15, 2018 **BY:**

Approved by VVWRA Board Scott Nassif,
Secretary VVWRA Board of Commissioners



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
 BOARD OF COMMISSIONERS
 2019
 BOARD MEETING SCHEDULE *

Time: Closed Session: 8:00 AM. Regular Session: 8:30 AM.

Thursday January 17

Thursday February 21

Thursday March 21

Thursday April 18

Thursday May 16

Thursday June 20

Thursday, June 27 (Budget Adoption)

Thursday July 18

Thursday August 15

Thursday September 19

Thursday October 17

Thursday November 21

Thursday December 19

- * VWRA Regular Board Meetings are typically held on the **third Thursday** of the month unless otherwise noticed and posted. Additional Regular or Special Meetings may be scheduled during the year as necessary.

Approved by consent on: DRAFT



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

15 November 2018

FROM: Logan Olds, General Manager *LO*
TO: Board of Commissioners
SUBJECT: Grant of Easement to Frontier Communication

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the General Manager to sign the Grant of Easement document provided by Frontier Communications.

REVIEW BY OTHERS

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

BACKGROUND INFORMATION

SCE relocated their poles on VWVRA property and were granted an easement to do so. Frontier Communications would now like to transfer their communication infrastructure on to the poles installed by SCE. The proposed Grant of Easement would allow that to occur.

FINANCIAL IMPACT

None

RELATED IMPACTS

Once the communication lines are relocated the poles on American Organics leased property can be removed.

Frontier
COMMUNICATIONS
RECORDING REQUESTED BY
FRONTIER CALIFORNIA INC.

WHEN RECORDED MAIL TO
FRONTIER CALIFORNIA INC.
Maria A. Kidd
Specialist/Right of Way
201 Flynn Road – CAM38NE2
Camarillo, CA 93012 - 8058

RT11911
No Consideration Value Less Than \$100
No Documentary Transfer Tax Due By
Frontier California Incorporated

Right of Way Agent

GRANT OF EASEMENT

APN 0468-111-13 and 15

VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY, a California joint powers authority, hereinafter referred to as **GRANTOR**, hereby grants to **FRONTIER CALIFORNIA INC.**, a Corporation hereinafter referred to as **GRANTEE**, its successors and assigns, an easement and right of way for the purpose of constructing, using, maintaining, operating, altering, add to, repairing, replacing, reconstructing, inspecting and/or removing its facilities consisting of but not limited to: underground conduits, manholes, hand holes, amplifiers, pedestals, cables, wires, above and below ground vaults and enclosures, concrete pads, markers and other appurtenances, fixtures and/or facilities (hereinafter sometimes called "equipment") necessary or useful for the transmission of electric energy for communications, telecommunications, video, intelligence by electrical means and/or other purposes on, over, in, under, across, along that certain real property situated in the County of San Bernardino State of California described as follows:

VARIOUS STRIPS OF LAND LYING WITHIN THE NORTH HALF OF SECTION 13, TOWNSHIP 6 NORTH, RANGE 5 WEST, SAN BERNARDINO BASE AND MERIDIAN, THE CENTERLINES OF SAID STRIPS ARE DESCRIBED AS FOLLOWS:

STRIP #1 (10.00 FEET WIDE)

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 13; THENCE EASTERLY ALONG THE SOUTHERLY LINE OF SAID NORTHEAST QUARTER OF SECTION 13, A DISTANCE OF 471.12 FEET TO THE TRUE POINT OF BEGINNING; THENCE LEAVING THE SOUTHERLY LINE OF SAID NORTHEAST QUARTER OF SECTION 13, NORTH 33°09'29" WEST 7.44 FEET TO A POINT HEREINAFTER REFERRED TO AS POINT "A"; THENCE NORTH 27°49'08" WEST 283.41 FEET; THENCE NORTH 24°30'59" WEST 290.62 FEET; THENCE NORTH 23°34'21" WEST 304.42 FEET; THENCE NORTH 23°28'2" WEST 299.09 FEET; THENCE NORTH 17°51'27" WEST 307.41 FEET TO A POINT OF ENDING, SAID POINT HEREINAFTER REFERRED TO AS POINT "B".

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO TERMINATE SOUTHEASTERLY IN THE SOUTHERLY LINE OF SAID NORTHEAST QUARTER OF SECTION 13 AND TO JOIN AT THE ANGLE POINTS

STRIP #2 (4.00 FEET WIDE)

BEGINNING AT SAID POINT "B"; THENCE NORTH 17°51'27" WEST 10.00 FEET TO A POINT OF ENDING.

R/W 331-70170-18
WO. 70170-5230222

GRANT OF EASEMENT

APN 0468-111-13 and **14**

STRIP #3_(4.00 FEET WIDE)

BEGINNING AT SAID POINT "A"; THENCE SOUTH 65°22'54" WEST 15.97 FEET, MORE OR LESS, TO A POINT OF ENDING IN THE SOUTHERLY LINE OF THE NORTHEAST QUARTER OF SAID SECTION 13.

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO TERMINATE SOUTHWESTERLY IN THE SOUTHERLY LINE OF SAID NORTHEAST QUARTER OF SECTION 13.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #1 DESCRIBED HEREINABOVE

It is understood and agreed that the above description is approximate only it being the intention of the Grantor(s) to grant an easement for said system as constructed. The centerline of the easement shall be coincidental with the centerline of said system as constructed in, on, over, under, across, and along the Grantor(s) property.

The **GRANTEE**, its successors and assigns and their respective agents and employees, shall have the right of ingress to and egress from said easement and every part thereof, at all times, for the purpose of exercising the rights herein granted and shall have the right to remove such plant growth as may endanger or interfere with the use of said easement. Such rights shall be reasonably exercised and the Grantee shall be liable for any damages negligently done by it to the above-described property.

IN WITNESS WHEREOF said Grantor(s) ha ___ executed this Instrument this ___ day of _____ 20 ___.

GRANTOR(s):

**VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY,
A CALIFORNIA JOINT POWERS AUTHORITY**

BY: _____

BY: _____

ITS: _____

ITS: _____

ALL PURPOSE CERTIFICATE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

STATE OF

COUNTY OF

On this ____ day of _____ 2018, before me, _____, a Notary Public,

personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Notary's Signature

FOR
NOTARY
SEAL
OR
STAMP

POR. N. 1/2 OF SEC. 13
T. 6. N., R. 5 W.,
S.B.B. & M.
SAN BERNARDINO CO.

N

STRIP #2
4' WIDE
PT. "B"

NW 1/4 OF SEC. 13
T. 6. N., R. 5 W.,
S.B.B. & M.
SAN BERNARDINO CO.

NE 1/4 OF SEC. 13
T. 6. N., R. 5 W.,
S.B.B. & M.
SAN BERNARDINO CO.

STRIP #1
10' WIDE

POC
STRIP #1

STRIP #3
4' WIDE

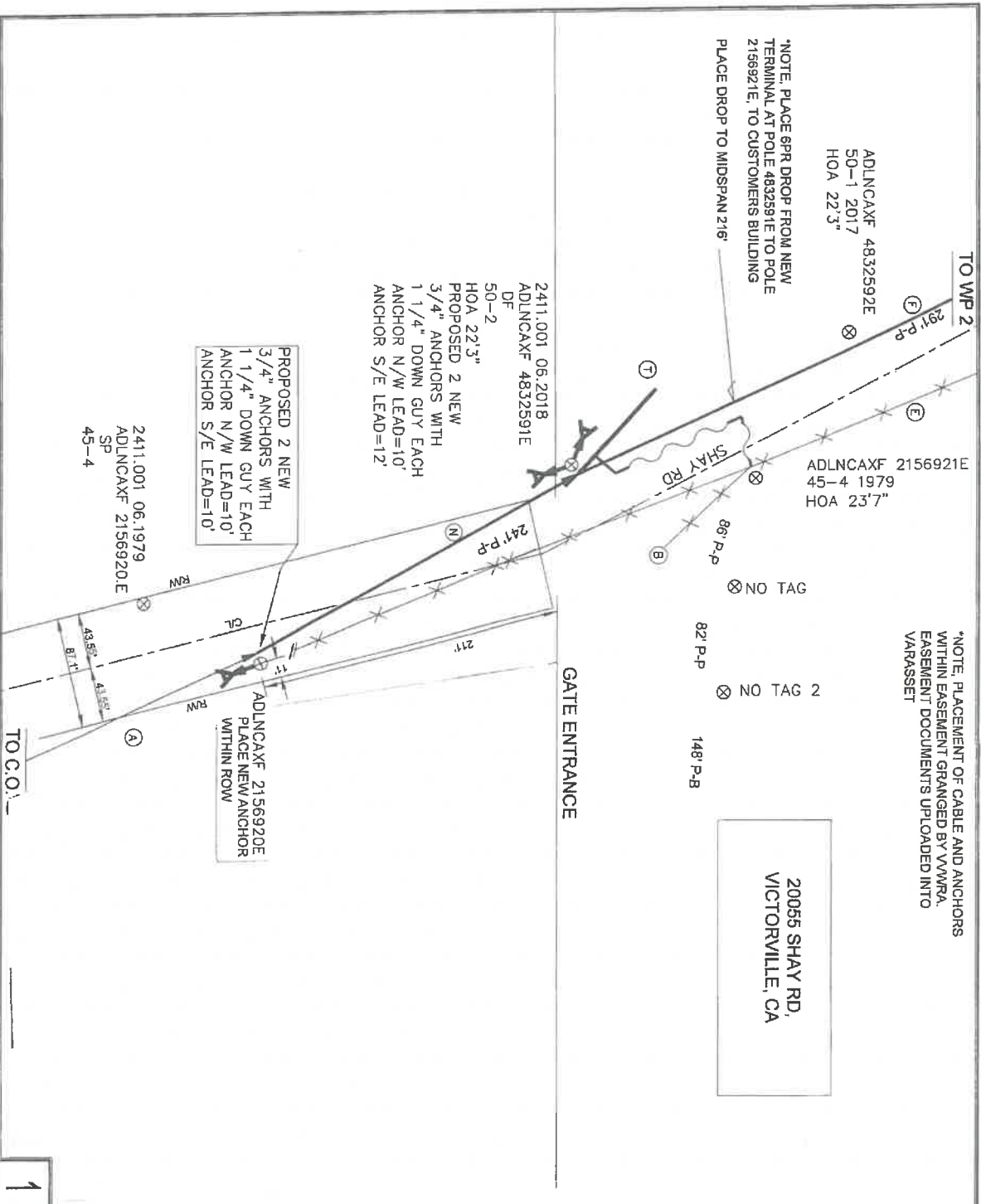
PT. "A"

TPOB
STRIP #1

471 12'

14-7

14-5



*NOTE: PLACEMENT OF CABLE AND ANCHORS WITHIN EASEMENT GRANGED BY VVWRA. EASEMENT DOCUMENTS UPLOADED INTO VARASSET

20055 SHAY RD,
VICTORVILLE, CA

GATE ENTRANCE

*NOTE: PLACE 6PR DROP FROM NEW TERMINAL AT POLE 4832591E TO POLE 2156921E. TO CUSTOMERS BUILDING
PLACE DROP TO MIDSPAN 216'

ADLNCAXF 4832592E
50-1 2017
HOA 22'3"

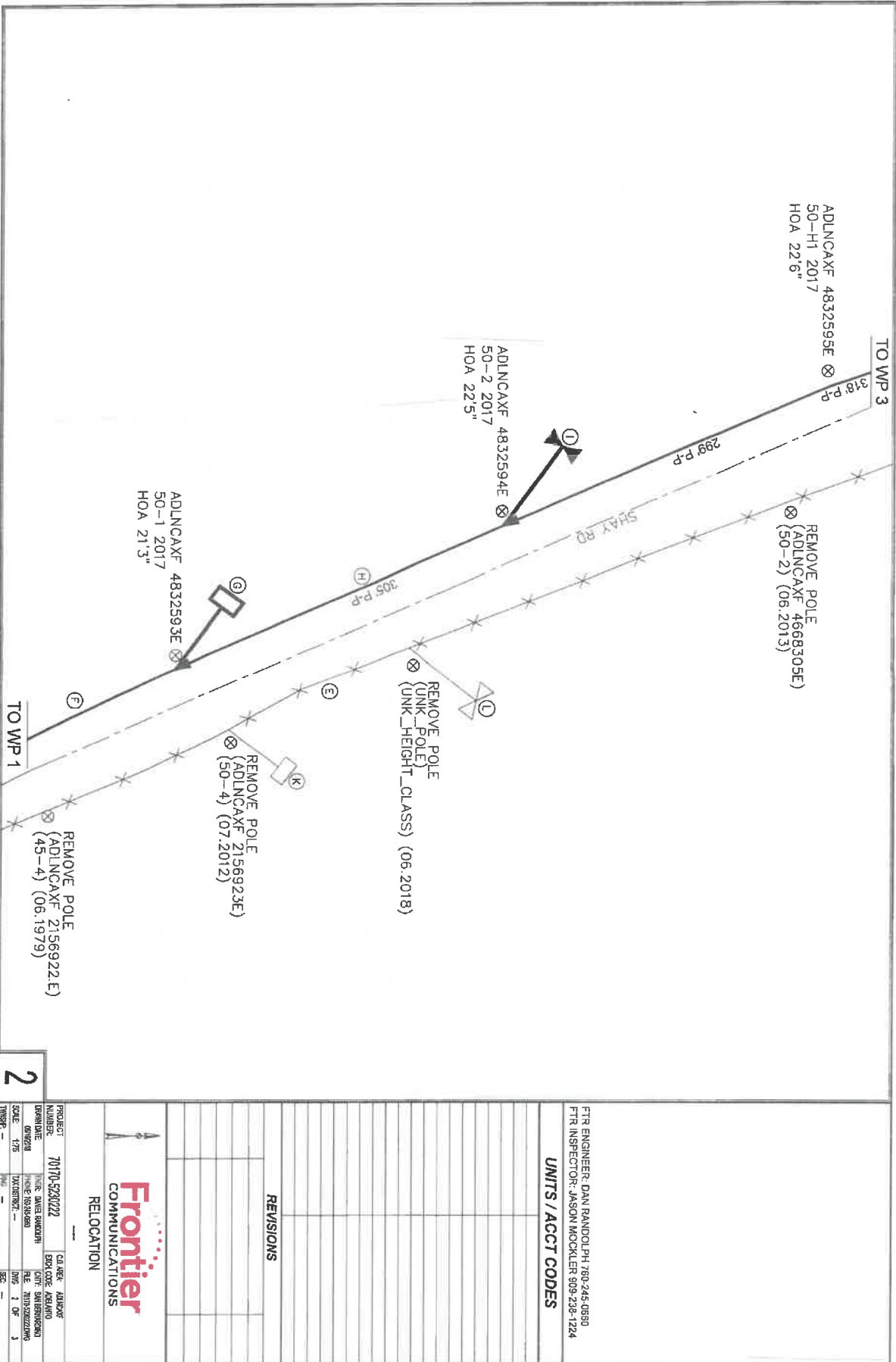
ADLNCAXF 2156921E
45-4 1979
HOA 23'7"

2411.001 06.2018
ADLNCAXF 4832591E
DF
50-2
HOA 22'3"
PROPOSED 2 NEW
3/4" ANCHORS WITH
1 1/4" DOWN GUY EACH
ANCHOR N/W LEAD=10'
ANCHOR S/E LEAD=12'

PROPOSED 2 NEW
3/4" ANCHORS WITH
1 1/4" DOWN GUY EACH
ANCHOR N/W LEAD=10'
ANCHOR S/E LEAD=10'

2411.001 06.1979
ADLNCAXF 2156920E
SP
45-4

<p>FTIR ENGINEER: DAN RAVIOLPH 760-245-0960 FTIR INSPECTOR: JASON MOCKLER 909-238-1224</p>	
<p>UNITS / ACCT CODES</p>	
<p>REVISIONS</p>	
<p>Frontier COMMUNICATIONS RELOCATION</p>	
<p>PROJECT NUMBER: 70171-523022</p>	<p>CUSTOMER: ADLNCAXF</p>
<p>ENGINEER: BOB BRIDGMAN</p>	<p>DATE: 06/20/18</p>
<p>SCALE: 1/2" = 1'</p>	<p>DATE: 06/20/18</p>
<p>TITLE: RELOCATION</p>	<p>DATE: 06/20/18</p>
<p>DATE: 06/20/18</p>	<p>DATE: 06/20/18</p>



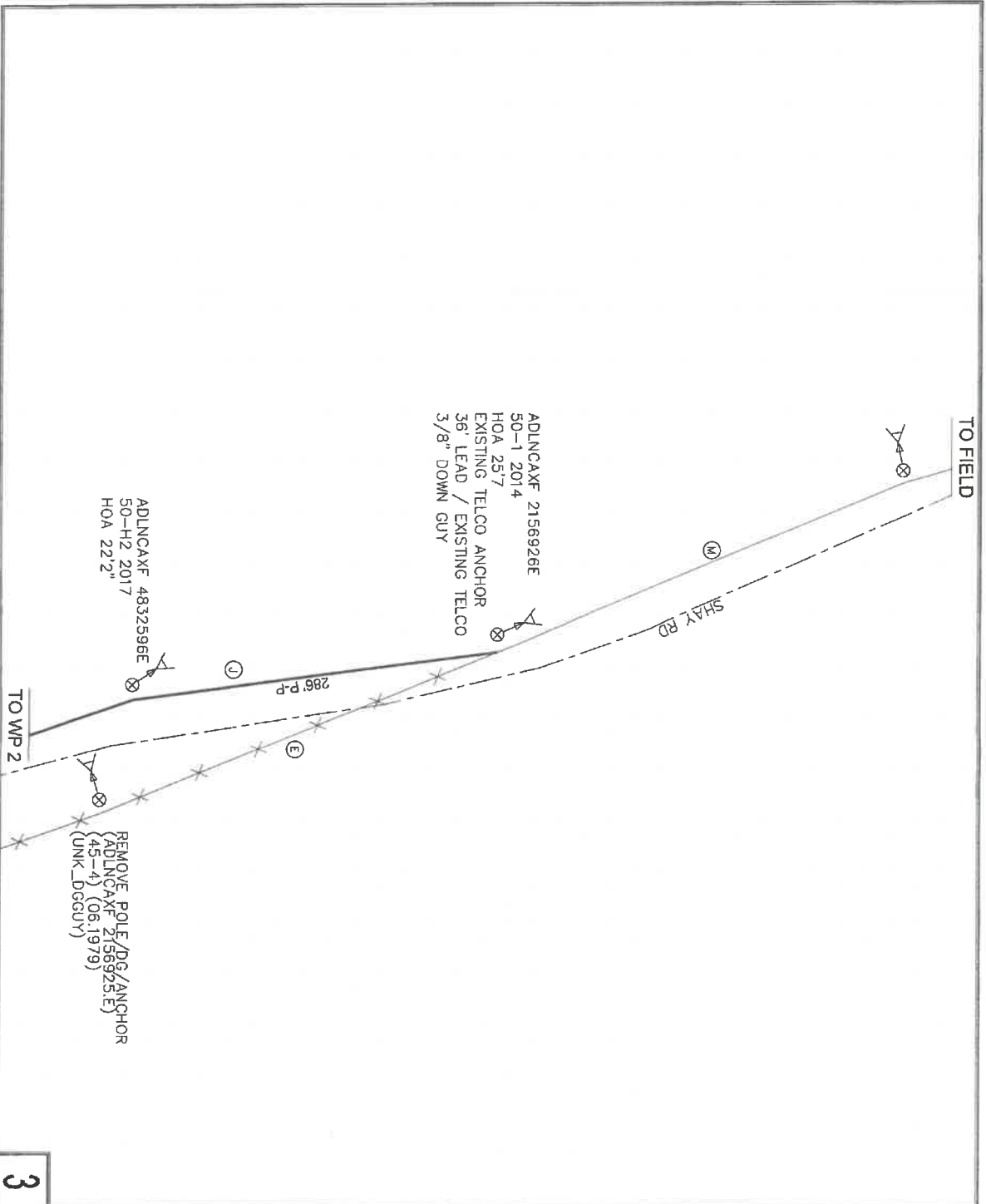
FTR ENGINEER: DAN RANOLD, PH. 780.245.0889
 FTR INSPECTOR: JASON WICKLER 809.238.1224
UNITS / ACCT CODES

REVISIONS

NO.	DESCRIPTION	DATE

Frontier COMMUNICATIONS
 RELOCATION

PROJECT NUMBER: 70170-5230222
 OPERATOR: NAME: JAMES BARRON
 SCALE: 1/8" = 1'-0"
 DATE: 11/25/2022
 DRAWING: 14-7
 SHEET: 2 OF 3



CONSTRUCTION NOTE:
 CONTINUE REMOVAL. CONTINUE PLACING TO POLE
 2156926E. SPLICE ALL COUNTS AS SHOWN ON
 PRINT.

FTR ENGINEER: DAN RANDOLPH 786-245-0883
 FTR INSPECTOR: JASON WICKLEIN 905-238-1224

UNITS / A/CCT CODES

REVISIONS



RELOCATION

PROJECT NUMBER:	70170-529222	CLIENT:	FRONTIER COMMUNICATIONS
DATE:	06/28/21	PROJECT:	FRONTIER COMMUNICATIONS
SCALE:	1"=100'	DRAWN BY:	JAS
TITLE:	RELOCATION	CHECKED BY:	JK



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

November 15, 2018

FROM: Latif Laari

TO: Logan Olds

SUBJECT: GIS Data Update and Conversion Services

RECOMMENDATION

It is recommended that the Board of Commissioners approve the award of the GIS Data Update and Conversion Services to Nobel Systems in the amount not exceed \$26,007.

REVIEW BY OTHERS

This recommendation was reviewed by Robert Coromina, Director of administrative services, Robert Townsend, Environmental compliance inspector, Alton Anderson, Construction Manager and Chieko Keagy, Controller.

BACKGROUND INFORMATION

In 2008 RBF Engineering completed the VVWRA Sewer Master Plan, inventoried all sewer structures and created the first VVWRA Geographic Information System (GIS). Since then VVWRA's sanitary sewer collection system has undergone several improvements including the following substantial changes:

1. Construction of the Hesperia Santa Fe interceptor
2. Construction of the Upper Narrows Interceptor
3. Construction of two (2) Sub regional water reclamation plants (WRP) along with two (2) new waste activated sludge (WAS) pipelines in both Hesperia and Apple Valley
4. Construction of the new Hesperia lift station and its force main to the Hesperia WRP
5. The transfer of ownership of the Town of Apple Valley Otoe Pump Station and its force main to VVWRA
6. Construction of the Nanticoke Gravity Sewer Interceptor and the abandonment of the Nanticoke Pump Station and a portion of its force main

Staff's vision is to embed institutional knowledge of all sewer assets into the GIS to support better long-term management of those assets. The update of the GIS will help staff achieve the following goals:

- Reduce the time and effort currently required to manage sewer collection assets
- Improve the quality and completeness of the data
- Minimize the need for paper records
- Create an information portal (Viewer) to present and manage information in a way that supports good decision making

- Minimize the time to locate and share with others maps and information for utility research requests
- Eliminate duplication in storing and updating maps
- Better management of DigAlert 811 notifications
- Updated aerial imagery

The current GIS reflects only the initial 2008 data and has not been updated since. To perform such update, staff solicited proposals from GIS vendors which are shown on the attached Quotation Comparison form. The most competitive bid received was from Nobel Systems.

Vendor	Price
Nobel Systems	\$26,007
Miller Spatial	\$29,647
Engineering Application	No Response

The scope of work requested will include the following:

- Cleanup the current GIS and verify the accuracy of the data.
- Update the current GIS with new data from all newly built infrastructure.
- Digitize all sewer collection as built drawings and include them in the new viewer
- Add the following layers to the GIS:
 - All Member Agencies GIS data.
 - VVWRA easements/right of ways including all legal descriptions.
 - Parcels dataset.
 - Reference Data (FEMA, Streets, Flood control, groundwater wells, drainage.)
- Update Lucity Web map with new GIS data.

FINANCIAL IMPACT

Finance Approval: 

Fund	01 [X]	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	\$87,795.60		
Budget Applied to This Staff Recommendation	\$26,007.00		
Budget Remaining (Over Budget)	\$61,788.60		

RELATED IMPACTS

Improve access to asset information to manage maintenance.

**Victor Valley Wastewater Reclamation Authority
Quotation Comparison**

Item	Description	Qty	Vendor #1			Vendor #2			Vendor #3				
			Name	Total	+T	+Frt	Name	Total	+Tax	+Frt	Name	Total	+Tax
			Nobel Systems			Miller Spatial			Engineering Application				
			Contact Balaji Kadaba	Contact Bruce Miller	Contact Jason Scovill								
			Telephone 9098910896	Telephone 9515059276	Telephone 6028707811								
1	GIS Data Updates	1	26007	26007	N	N	N	N	N	Non	Respon	N	N
2					N	N						N	N
3					N	N						N	N
4					N	N						N	N
5					N	N						N	N
6					N	N						N	N
7					N	N						N	N

Plus Sales Tax	0.00	0.00	0.00
Plus Shipping/Freight	0.00	0.00	0.00
Total	26,007	29,647	No Res



436 E. VANDERBILT WAY
SAN BERNARDINO, CA 92408
PHONE: 909-890-5611
FAX: 909-890-5612
KGBALAJI@NOBEL-SYSTEMS.COM
WWW.NOBEL-SYSTEMS.COM

October 8, 2018

Latif Laari
Business Application Manager
Victor Valley Wastewater Reclamation Authority
20111 Shay Rd
Victorville, CA - 92394



Re: Proposal for GIS Data Updates/Conversion Services

Dear Mr. Laari,

As requested by you, Nobel Systems is pleased to submit our proposal to Victor Valley Wastewater Reclamation Authority ("VVWRA") for GIS Conversion Services (Data Updates) project.

The entire project team is very enthusiastic about this project and about the opportunity to work with you to further your information management goals. Please feel free to contact me directly should you require any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Balaji Kadaba".

Balaji Kadaba
Vice President, Operations
Nobel Systems, Inc.

1. GIS DATA CONVERSION SERVICES (DATA UPDATES)

VVWRA provided 11 sets of Asbuilt drawings which contains 767 sheets for GIS Data conversion project. Nobel performed an inventory for all the 11 sets of Asbuilt drawings and found that only 305 out of 767 Asbuilt sheets will be used to incorporate to VVWRA Sewer Geodatabase. Here is the detail inventory of all the received sources.

Asbuilt Name	Total Sheets	No. of Sheets used for conversion
Adelanto Interceptor	30	21
CSA64 As Built	32	26
Hesperia Interceptor	31	23
High Desert Knolls Wash Final Set Drawings	9	3
Lower Narrows Interceptor Built 1994	10	5
North Apple Valley Interceptor	40	38
Oro Grande Interceptor_CSA 42	6	2
Otoe PS Force Main Interceptor As Built	14	14
Relief Sewer Interceptor	15	15
Santa Fe Interceptor	21	12
Schedule 1_7 Interceptors	53	46
SCLA 1	22	18
SCLA 2	0	0
South Apple Valley Interceptor	36	24
Spring Valley Interceptor_CSA 64	12	9
Sub Regional Plants and Force Mains CAD Drawings	391	37
UNE as built	45	12
Total	767	305

Nobel will update the Sewer Geodatabase for all the 305 Asbuilt sheets and also creates the PDF's for updated sheets.

Nobel will also load the latest VVWRA Sewer Geodatabase to GeoViewer Online, so that all the users can view the latest data and retrieve the required Asbuilt drawings.

1. DATA CONVERSION IN CAD

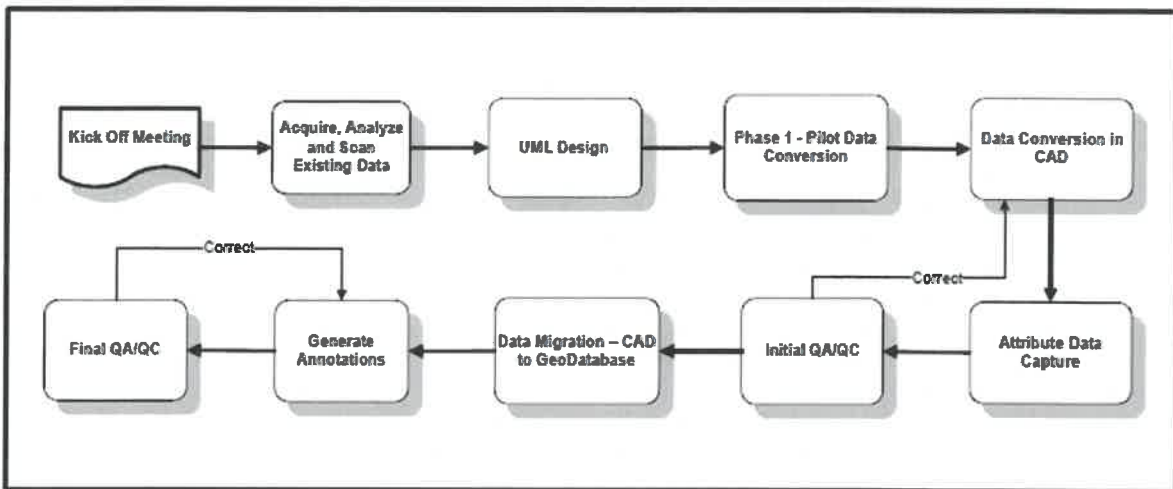
The data conversion process will begin with the San Bernardino County digital Basemap Landbase data being imported to AutoCAD Map. Using the source maps, the conversion will begin from the upper-left corner.

Using the appropriate engineering measurements noted on the source documents, the point or pipeline will be placed accurately within the drawing. A qualifier will be added in the database to show the method of data capture. This will ensure complete conformance with standard digitizing requirements that all features located relative to the Landbase features are within $\pm 0.5'$ accuracy.

For instances where engineering measurements are not annotated on the source documents, but offset distances are available, the features will be placed using the known offset distances.

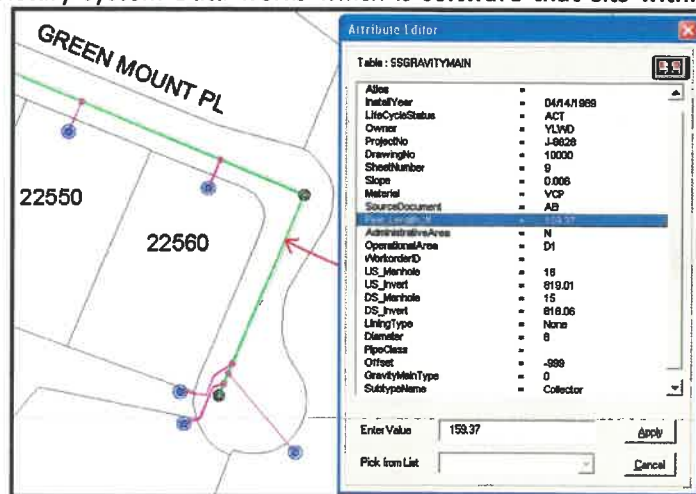
In instances where engineering measurements are not annotated, the technician will use an engineer's ruler to measure the distances from block boundaries or other features. Since the engineering measurements are not annotated, the technician will use these measurements to "copy offset" graphics

in the digital Landbase. Again, a qualifier will be added in the database to show the method of data capture.



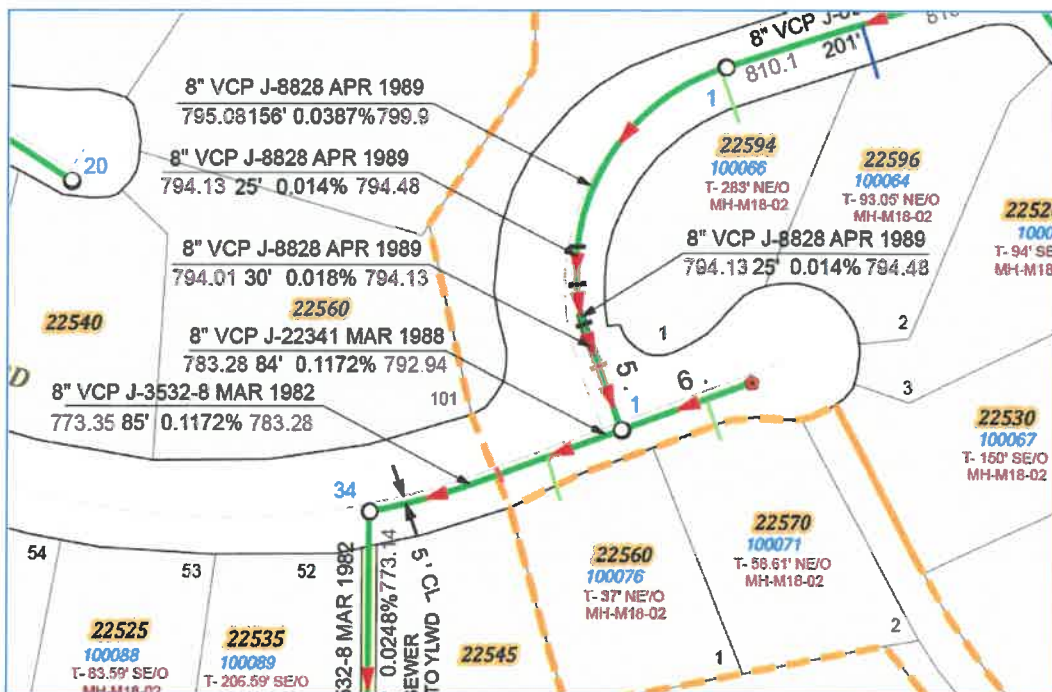
2. ATTRIBUTE DATA CAPTURE

Nobel Systems proposes to use our proprietary system Data works which is software that sits within AutoCAD Map to capture attributes. Using Data Works, the technician will then enter the attributes into AutoCAD Map's Object Data. Programmatic validity checks are built into the system, so that an entry is made more through a default entry system, limiting operator error. Source ID numbers will be entered in the database for each feature. This will allow querying of the data, either by clicking on the feature or querying by source number. This will comply with VVWRA's requirement of hyper linking the GIS data to the scanned source documents.



3. GENERATE ANNOTATIONS

Annotation is stored in special feature classes called annotation classes. There are two kinds of annotation: feature linked annotation and non-feature linked annotation. Feature linked annotation is associated with a specific feature in another feature class in the GeoDatabase. This means that when the attribute value is changed, the feature's corresponding annotation will automatically be updated to reflect the change. Annotations pertaining to sewer facility such as Pipe Size and Material will all be feature-linked. Dimension classes will be created as appropriate to display the offset distances. As soon as the features are loaded into the GeoDatabase, feature-linked annotations are automatically created based on the label parameters set during the creation of the feature class. Though label parameters will be defined to place the annotations at best possible locations to avoid overlaps with other features, some manual work will still be involved to review and re-position them. Once annotations are placed, another manual check plot of annotations is produced. This document is inspected visually for errors in placement or values.



4. FINAL QA/QC

As a final quality control step, we will deploy the GeoData Sentry software application, which runs from ArcCatalog, in its quality assurance plan to test attribute consistency in the GeoDatabase. GeoData Sentry will allow us to run over 470 separate tests on the data to ensure that everything is consistent with the data model and domains. The GeoData Sentry interface allows for easy test suite creation. Once the test suites are created they can be run repeatedly. Errors are reported in HTML format that can be used by editor of the data, but also manages to track overall database quality.

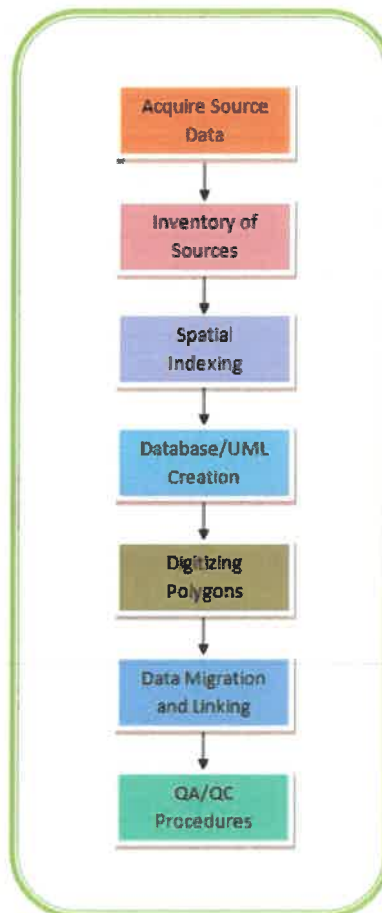
2. EASEMENTS (DEEDS) GIS DATA CONVERSION

VVWRA has about 269 Easement (Deed) documents to incorporate to their Sewer Geodatabase. VVWRA provided all these 269 Easement documents along with the latest Geodatabase to work on this data updates project.

As we understand during the meeting, we must address your needs to:

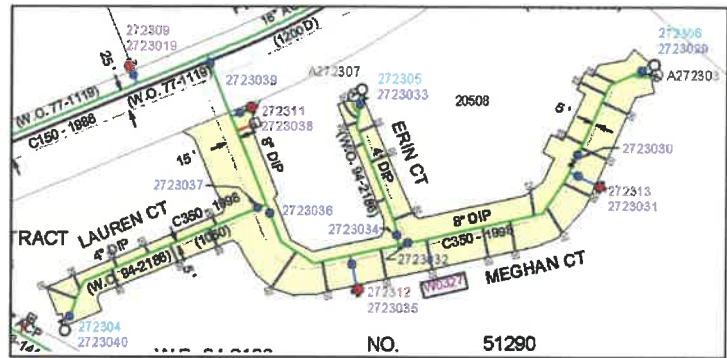
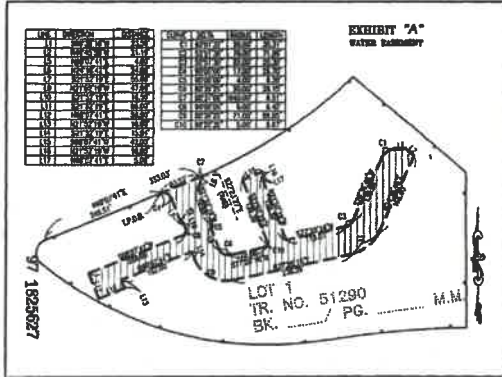
- Easements will be converted by using the Easement/Deed documents provided by VVWRA.
- The converted Easements will be snapped to the Parcels in Geodatabase if the Easements are part of Parcels/Right of Way.
- We will capture the Easements with reference to the Parcel Data, Street Centerlines and Existing and Newly captured Sewer data provided by VVWRA.
- Completed Easements data will be provided in ESRI's personal GDB 10.x version along with the attributes.

The major step in the work flow process is illustrated below.

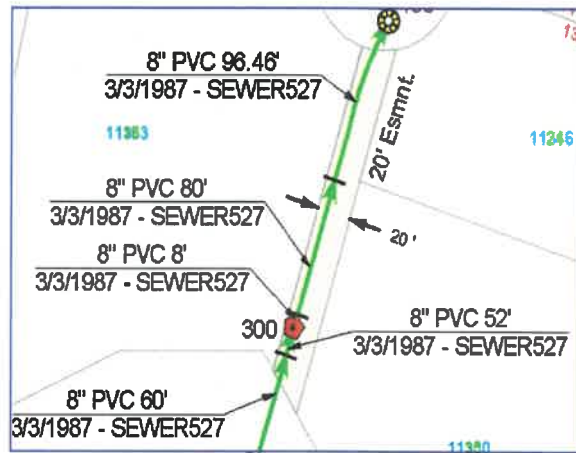
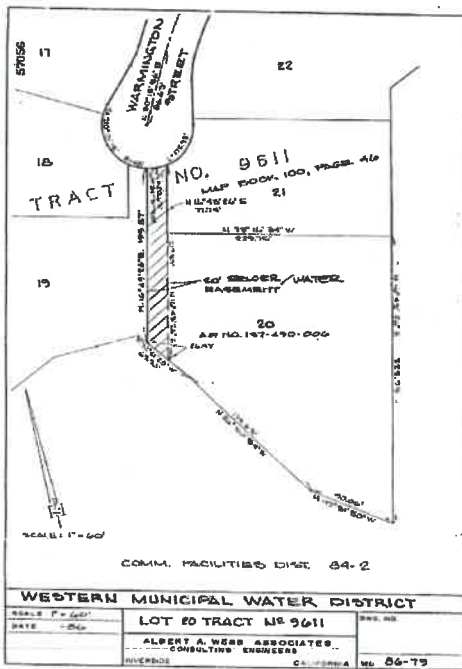


Examples on Types of Easements captured by Nobel in couple of other Easements projects are as follows.

Type1: Right of Way (ROW) Easement



Type2: Sewer Pipeline Easement



DELIVERABLES

- Updated Sewer Geodatabase which includes Sewer GIS data as well as Easements
- Big Size PDF file which shows all VVWRA Sewer GIS Data
- Update revised Sewer GIS data at VVWRA ArcGIS serve (if needed)

3. CLEANUP EXISTING GIS DATA

Current VVWRA Sewer Geodatabase contains the Sewer layers belongs to VVWRA as well as Hesperia. It is very Hard to identify the data that belongs to VVWRA and Hesperia. So, VVWRA requested Nobel Systems to separate the Sewer GIS data based on the owner information.

Nobel Systems will create a new Dataset within VVWRA Sewer Geodatabase called "Hesperia Sewer" and transfer the data to it. Nobel will also perform the QA/QC to make sure there are no slivers and dangles. Nobel will also make sure about the Geometric network that built for these 2 datasets. If not, the same will be corrected/updated.

4. INCLUDE OTHER AGENCIES SEWER GIS DATA

VVWRA requested Nobel Systems to include the Sewer data that belongs to the agencies listed below in their Sewer Geodatabase as a separate dataset. Nobel will obtain the Sewer data from these agencies to work on this task. Nobel might also require VVWRA help on obtaining the data from these agencies.

- a. City of Hesperia Layer
- b. City of Victorville Layer
- c. Town of Apple Valley Layer

COSTS:

1. GIS DATA CONVERSION SERVICES (DATA UPDATES)	\$16,165 (305 x \$53)
2. EASEMENTS (DEEDS) GIS DATA CONVERSION.....	\$ 4,842 (269 x \$18)
3. CLEANUP EXISTING GIS DATA.....	\$ 0.00 (No Cost)
4. INCLUDE OTHER AGENCIES SEWER GIS DATA.....	\$ 0.00 (No Cost)
5. GEOVIEWER ONLINE HOSTING SUBSCRIPTION.....	\$ 5,000 / Year
TOTAL.....	\$26,007

Note:

- The above costs are based on VVWRA going with Nobel Systems for 9 Years of GeoViewer Online hosting agreement.
- The above costs includes working with Latif on updating Lucity Web Map as well.

HOSTING AGREEMENT

Nobel Systems Inc. - Terms and Conditions

1. LICENSE, SUBSCRIPTION, AND PAYMENT

1.1 License. Subject to the terms of this Agreement, Nobel Systems grants to Customer a limited, non-exclusive, non-transferable, and non-assignable license to access and use the Provided Content for a period of Nine (9) Years. In GeoViewer, customer's access and use of the Provided Content shall be solely for its normal internal business activities, free of charge, by its employees and consistent with Customer's representations to NOBEL.

1.2 Payment for the License and Subscription. In exchange for the license or services granted, the Customer agrees to pay all the fees listed in this order. All invoices are due upon receipt and are payable in accordance with the payment schedule. Any invoice not paid within thirty (30) days of its scheduled payment date shall be considered past due.

1.3 Non-Payment or Failure to Pay. A charge of one and one-half percent (1.5%) per month may be assessed on any outstanding and past due invoices until paid in full. If NOBEL does not receive from Customer payment for the invoiced amount within thirty (30) days of its due date, Nobel may suspend Customer's access and use of the Provided Content, until Customer brings its account current.

2. DURATION OF AGREEMENT & TERMINATION

2.1 Term of Agreement. This Agreement will continue for the period defined under 1.1 License as the Current Term. Upon termination of this Agreement, all licenses granted by Nobel Systems Inc., under this Agreement are immediately revoked.

2.2 Termination by Customer. NOBEL shall have the right to make a material modification to any of the content of, or discontinue any of the content of the Provided Content at any time with ninety (90) days prior written notice to Customer. Upon receipt of such notice from NOBEL, Customer may terminate this Agreement as of the effective date of the change by providing written notice to Nobel at least thirty (30) days prior to the effective date of the change.

3. WARRANTY & LIMITATION OF LIABILITY

3.1 Limited Warranty. Each party represents and warrants that it has full power and authority to enter into this Agreement. Each party will indemnify and defend the other and its officers, directors, and employees from third party claims arising out of or related to a breach of such party's representation or warranty in this Agreement.

3.2 Disclaimed Warranties. Except for any express warranties, NOBEL and each contributor to the Provided Content disclaims all warranties, including but not limited to any warranty of design, merchantability, fitness for a particular purpose, and against infringement. NOBEL and each contributor make no representation or warranties that the Provided Content is accurate and free of errors and/or omissions. As such the Provided Content is not suitable for use in emergencies. Customer accepts the Provided Content on an "as is", "as available" basis.

3.3 Limitation of Liability. NOBEL shall not be liable for any loss, injury, claim, or damage of any kind resulting in any way from Customer's use of the Provided Content (regardless of any assistance from NOBEL in using the content) or from any delay or failure in performance beyond the reasonable control of NOBEL. The aggregate and maximum liability of NOBEL in connection with any claim arising out of or relating to this Agreement shall be limited to a refund of 12 months of fees and taxes paid by Customer to NOBEL. NOBEL shall not be liable for any special, indirect, incidental, or consequential damages of any kind whatsoever (including attorneys' fees) arising in connection with Customer's use of the Web site, Provided Content, or the failure of NOBEL to perform its obligations, regardless of any negligence alleged.

The information contained in this document is proprietary and confidential.

NOBEL SYSTEMS

VICTOR VALLEY WASTERWATER
RECLAMATION AUTHORITY

By: Balaji Kadaba _____ Date

By: Latif Laari _____ Date


Title: Vice President, Operations

Business Applications Manager



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

15 November 2018

FROM: Logan Olds, General Manager 
TO: Board of Commissioners
SUBJECT: Raftelis Proposal for Phase II Wastewater Rate Study and Connection Fee Update

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 \$24,864.00, twenty-four thousand eight hundred and sixty-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.

The Member Entities also requested that a review of VVWRA's connection fees occur concurrent to the discussion of system capacity and a fixed versus variable cost model be developed and applied to user fees. Raftelis is preparing the connection fee model and the fixed versus variable cost model. This is considered Phase II of the project see attached scope. Finally, the Member Entities requested that any proposed revisions to VVWRA's rate structure occur in January of 2019 to allow them time to implement proposition 218 noticing requirements by July of 2019. One concept that is under consideration but has not yet been incorporated in to the financial planning is funding depreciation to stabilize cash flows. The additional scope of work will allow the Finance Committee the flexibility to request various financial scenarios and for Raftelis to attend two onsite Board workshops/meetings.

To complete the addendum to the draft revised JPA agreement it is necessary to learn how VVWRA's existing rate structure in conjunction with a capacity allocation methodology would impact VVWRA fees.

FINANCIAL IMPACT

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		\$20,366		
Budget Applied to This Staff Recommendation		\$24,864		
Budget Remaining (Over Budget)		\$(4,498)		

RELATED IMPACTS

None



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

21 September 2017

FROM: Logan Olds, General Manager *LO*
TO: Board of Commissioners
SUBJECT: Professional Service Agreement with Raftelis Financial Consultants for the Purpose of Preparing a Rate Study and Capacity Fee Study

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the General Manager to retain the professional services of Raftelis Financial Consultants (Raftelis) for the purpose of preparing a rate and capacity fee study in the amount of \$29,634.00, twenty nine thousand, six hundred and thirty four dollars.

REVIEW BY OTHERS

This recommendation was reviewed by Piero Dallarda, Legal Counsel.

BACKGROUND INFORMATION

As the Board is aware VVWRA is under significant financial stress due to flow diversions by the City of Victorville. In addition the projected growth numbers used in the 2014 Financial Plan did not occur as predicted. Therefore VVWRA is faced with two issues which result in revenues that are significantly less than required to meet debt service or to operate the subregional water reclamation plants in Apple Valley and Hesperia. Staff requested authority to begin a new rate study in January of 2016 but was told to delay while the Member Entities attempted to resolve issues associated with the flow diversions. The issue at hand being a fair and even distribution of the operating and capital costs when the lost revenues associated with the flow diversions were in dispute. There can be no further delay.

The Member Entities and VVWRA are scheduled to begin mediation in October of 2017. Staff recommends a professional service contract with Raftelis to assist the Member Entities with the preparation of the rate and capacity fee study so that the Board Members may have draft numbers to consider during mediation. Staff believes that there will be additional consulting costs as the Member Entities determine how to allocate costs and will ultimately request the preparation of a financial plan which will conform with Proposition 218 requirements. The proposal before you now is intended to provide sufficient information to complete the mediation process and provide the foundation for the preparation of a new Financial Plan.

FINANCIAL IMPACT

The FY 17/18 budget includes \$50,000.00 for the preparation of a rate study and financial plan.

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-510-9130
Transfer Needed due to Insufficient Budget	Y[] N[X]
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	\$50,000.00
Budget Remaining after the Recommendation	\$20,366
Outside Funding Source if applicable	\$
Original Contract Amount	\$
Change Order	Y[] N[]
Contract after Change	\$

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (mandatory project code)	
Transfer Needed due to Insufficient Budget	Y[] N[]
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	
Budget Remaining after the Recommendation	
Outside Funding Source	\$
Original Contract Amount	\$
Change Order	Y[] N[]
Contract after Change	\$

RELATED IMPACTS

The ability to meet debt service and operational commitments for the subregional water reclamation plants.



445 S Figueroa Street
Suite 2270
Los Angeles, CA 90071

Phone 213 262 9300
Fax 213 262 9303

www.raftelis.com

October 24, 2018

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

Subject: Proposal for Phase II of Wastewater Rate Study and Connection Fee Update

Dear Mr. Olds:

Raftelis Financial Consultants, Inc. (Raftelis) is pleased to submit this proposal to assist Victor Valley Wastewater Reclamation Authority (Authority) with Phase II of the ongoing Wastewater Rate Study and Connection Fee Update. Raftelis has a broad range of experience conducting wastewater rate studies for numerous agencies in California and looks forward to continuing to work with Authority staff on this important effort.

Scope of Services

TASK 1 – WASTEWATER RATE DESIGN

The Authority's current wastewater rates consist of a uniform user charge (\$/MG) based on flow. Raftelis will calculate updated user charges under the existing rate structure based on revenue adjustments defined in the proposed financial plan. Additionally, Raftelis will develop an alternative rate structure that includes both a fixed user charge assessed based on allocated capacity as well as a variable flow-based charge (\$/MG). Raftelis will supplement the existing financial plan model with the capability of calculating user charges under each rate structure based on the financial plan reflected in the model.

Meetings: One (1) webinar with Authority staff

Deliverables: Wastewater Rate Model in Microsoft Excel

TASK 2 – ONSITE BOARD MEETINGS

Raftelis will attend two onsite meetings with the Authority's Board of Commissioners. On November 27, 2018 Raftelis will present the results of the study at an onsite Board Workshop with the Authority's Engineering and Finance Committees. Additionally, Raftelis will attend a Board Meeting on December 20, 2018 to provide support as needed during the anticipated adoption of the revised Joint Powers Authority (JPA) agreement.

Meetings: Two (2) onsite meetings with Board of Commissioners

Deliverables: Presentation materials in Microsoft PowerPoint

Scope of Services for Phase II of Wastewater Rate Study and Connection Fee Update
Victor Valley Wastewater Reclamation Authority

TASK 3 –REPORT PREPARATION

After the November 27, 2018 Board Workshop, Raftelis will develop a draft report that clearly describes the financial plan development, rate setting process, and connection fee update. The derivation of 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 Authority comments and feedback 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 \$24,864. 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.

VVWRA - Phase II of Wastewater Rate Study and Connection Fee Update

Tasks	Webinars	On-Site Meetings	Hours			Total	Total Fees & Expenses
			PM	TR	SC		
1. WASTEWATER RATE DESIGN	1		8	2	24	34	\$7,330
2. ONSITE BOARD MEETINGS		2	20		20	40	\$10,204
3. REPORT PREPARATION			8	2	24	34	\$7,330
Total Estimated Meetings / Hours	1	2	36	4	68	108	
Hourly Billing Rate			\$290	\$235	\$175		
Total Professional Fees			\$10,440	\$940	\$11,900	\$23,280	

PM - Project Manager (Sanjay Gaur)
TR - Technical Reviewer (Steve Gagnon)
SC - Staff Consultant (Charles Diamond)
Admin - Administrative Staff

Total Fees	\$23,280
Total Expenses	\$1,584
Total Fees & Expenses	\$24,864

Scope of Services for Phase II of Wastewater Rate Study and Connection Fee Update
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
 15 November 2018

FROM: Logan Olds, General Manager *LO*

TO: Board of Commissioners

SUBJECT: Lewis Center for Educational Research Permanent and Temporary Construction Easements for Desert Knolls Wash Interceptor Project

RECOMMENDATION

It is recommended that the Board of Commissioners ratify the Lewis Learning Center permanent and temporary construction easements that were signed by the General Manager for the construction of the Desert Knolls Wash interceptor replacement project for an amount not to exceed \$25,000.00, twenty-five thousand dollars and an additional \$1,000.00 one thousand dollars per month if construction exceeds nine months.

REVIEW BY OTHERS

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

BACKGROUND INFORMATION

The terms of the easement agreements are as follows:

1. A sum of \$20,000 for the permanent easement
 - a. \$15,000 for the permanent easement
 - b. \$5,000 for the appraisal reimbursement cost
2. A sum of \$5,000 for the temporary construction easement
 - a. The construction easement shall include an additional ten feet to either side of the final permanent easement. Meaning a total of 30 feet wide, or 10 feet to either side of the permanent pipeline easement during construction.
 - b. The construction easement shall include lay down area(s) for materials and equipment.
 - i. The location of the laydown areas shall occur in a location and manner to minimize any impacts to known archaeological resources and the contractor and Jericho Systems shall coordinate their location(s).
3. Pollution liability/indemnification language was incorporated in to the agreement to address LCER concerns.
4. Therefore, a total of \$25,000 twenty-five thousand dollars shall be paid to LCER for the permanent and temporary easements with an additional \$1,000 one thousand dollars per month to be paid for each month, or fraction thereof, if the project extends beyond its nine-month construction period.

FINANCIAL IMPACT

A budgeted capital expenditure of \$25,000, twenty-five thousand dollars. Staff budgeted \$1,300,000.00 for the construction of the Desert Knolls Wash (DKW) Interceptor. At this time the cost to construct DKW is anticipated to be \$1,397,390.00. This includes construction management, environmental mitigation and pipeline construction. Staff does not believe that the Oro Grande Interceptor project will move forward this FY therefore \$70,000.00 from account 07-05-20-C126 will be transferred to DKW. The overage would now be estimated at \$27,390.00.

Finance Approval:

Fund		01 []	07 [X]	09 []
Account String	<i>example: 07-02-50-9000</i>	07-05-20-9030		
Project Code	<i>example: C005 for Desert Knoll Wash</i>	C005		
Budgeted Available before This Recommendation		\$ 0		
Budget Applied to This Staff Recommendation		\$ transfer of \$70,000.00		
Budget Remaining (Over Budget)		\$ (27,390)		

RELATED IMPACTS

None

EASEMENT AND INDEMNITY AGREEMENT

THIS EASEMENT AND INDEMNITY AGREEMENT ("Agreement"), dated November __, 2018, is made by and between the Victor Valley Wastewater Reclamation Authority, a California joint powers authority ("VVWRA") and The High Desert 'Partnership In Academic Excellence' Foundation, Inc., a California public benefit corporation, doing business as the Lewis Center for Educational Research ("Lewis Center"). VVWRA and the Lewis Center are sometimes hereinafter referred to individually as a "party" and collectively as the "parties".

Recitals

- (a) The Lewis Center is the owner of certain property located at 17500 Mana Road in the Town of Apple Valley, California ("Property").
- (b) VVWRA operates a wastewater collection and treatment system that provides wastewater service within the High Desert region, including the Town of Apple Valley ("System").
- (c) VVWRA desires to obtain temporary and permanent easements on the Property for the construction and location of a permanent sewer line which will be part of the System.
- (d) Lewis Center is willing to grant such easements on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the foregoing recitals and the covenants and promises set forth herein, the parties hereto agree as follows:

1. Temporary Construction Easement. Lewis Center agrees to grant to VVWRA a temporary construction easement in the form attached hereto as Exhibit "A" ("TCE") to enter upon the Property for the purpose of installing a sewer pipeline across a portion of the Property ("Pipeline"). The TCE will be forty (40) feet wide (20 feet on either side of the centerline of the Pipeline) and will include a lay down area for materials and equipment to be proposed by the contractor for VVWRA and approved by the Lewis Center. VVWRA, its employee and contractors, shall cooperate with the Lewis Center to minimize any disruption to the education and business activities of the Lewis Center that are conducted at the Property. VVWRA, its contractors and Jericho Systems, its environmental consultant, will further coordinate to minimize any impact on known archeological resources located on the Property. VVWRA will pay to Lewis Center the sum of Five Thousand Dollars (\$5,000.00) for the TCE. The term of the TCE will be for nine (9) months commencing on _____, subject to extension by VVWRA for up to an additional six (6) months, subject to payment by VVWRA of an extension fee of One Thousand Dollars (\$1,000) per month.

2. Permanent Sewer Easement. Upon completion of construction of the Pipeline, Lewis Center agrees to grant to VVWRA a permanent sewer easement in the form attached hereto as Exhibit "B" ("Permanent Easement"). The Permanent Easement will be ten (10) feet

wide (5 feet on either side of the centerline of the Pipeline). VVWRA will pay Lewis Center the sum of Twenty Thousand Dollars (\$20,000) for the Permanent Easement, which will be allocated Fifteen Thousand Dollars (\$15,000) to the purchase price and Five Thousand Dollars (\$5,000) for the reimbursement of Lewis Center expenses in connection with the review and negotiation of this Agreement and the transactions described herein.

3. Indemnity by VVWRA.

(a) Indemnity. In consideration of the grant of the TCE and the Permanent Easement, VVWRA hereby agrees to indemnify, defend and hold harmless the Lewis Center, its directors, officers, employees, agents, successors and assigns (the "Indemnified Parties"), from and against all "Damages", as defined in Section 3 below, which may be imposed on, incurred by, or asserted against the the Indemnified Parties as a result of (i) any damage to the Property as a result of the activities of VVWRA while present on the Property or in connection with the construction and installation of the System; or (ii) any negligent act or omission of VVWRA, its employees, agents and contractors, occurring in or about the Property, including without limitation, damage to personal property or any death or bodily injury to Lewis Center's employees, agents, representatives and invitees. VVWRA further agrees to indemnify, defend and hold harmless the Indemnified Parties from any Damages that are incurred as a result of any breach of the Pipeline, including the prompt clean-up and remediation of any leak of sewage on the Property. VVWRA will provide an emergency response to repair any leak of sewage on the Property.

(b) Definition of Damages. As used herein, "Damages" shall mean all actual and direct liabilities, demands, claims, actions or causes of action, regulatory, legislative or judicial proceedings, assessments, levies, losses, fines, penalties, damages, costs and expenses, in each case as awarded by a court or arbitrator, including without limitation, reasonable attorneys', accountants', investigators', and experts' fees and expenses sustained or incurred in connection with the defense or investigation of any such liability, but shall exclude any claim for consequential or punitive damages.

(c) Defense of Third Party Claims. Promptly following receipt of any written claim or legal proceeding asserted by a person or entity which is not a party to this Agreement (a "Third Party Claim"), the Indemnified Parties shall notify VVWRA of such claim in writing. VVWRA shall have a period of 30 days (or such lesser period as may be required to timely respond to a Third Party Claim) following the receipt of such notice to assume the defense thereof and VVWRA shall thereafter undertake and diligently pursue the defense of the Third Party Claim. VVWRA shall reimburse Indemnified Parties for any legal expense reasonably incurred by Indemnified Parties to timely respond to a Third Party Claim prior to VVWRA assuming the defense thereof. VVWRA shall not consent to entry of judgment or enter into any settlement agreement, without the consent of the Indemnified Parties, which does not include a complete and unconditional release of the Indemnified Parties or which imposes injunctive or other equitable relief against the Indemnified Parties. The Indemnified Parties shall be entitled to participate in, but not control, the defense thereof, with counsel of their choice and at their own expense. If VVWRA fails to assume and diligently pursue the defense of such Third Party Claim, the Indemnified Parties may defend against such Third Party Claim in such manner as

they may deem appropriate, including without limitation settlement thereof on such terms as the Indemnified Parties may deem appropriate, and to pursue such remedies as may be available to the Indemnified Parties against VVWRA. Notwithstanding the foregoing, the Indemnified Parties shall not consent to entry of a judgment or enter into any settlement agreement, without the consent of VVWRA, which does not include a complete and unconditional release of VVWRA.

4. Prior Acts. The indemnity obligations of VVWRA hereunder shall retroactively apply to VVWRA's access to the Property prior to conduct due diligence prior to the date of this Agreement.

5. Notices. Any notices required or permitted under this Agreement shall be in writing and delivered in person or sent by overnight courier service, properly addressed as set forth below or as shall be hereafter changed by written notice. Notice shall be deemed given upon delivery.

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

If to VVWRA: Lewis Center for Educational Research
Lisa Lamb, Chief Executive Officer
17500 Mana Road
Apple Valley, California 92307

6. Survival. The obligations of VVWRA pursuant to Section 3 of this Agreement will survive as long as the Permanent Easement remains in place.

7. Inurement. This Agreement and the other documents executed and delivered in connection herewith shall be binding upon and inure to the benefit of the parties hereto and their respective personal and legal representatives, heirs, successors, and assigns.

8. Counterparts. This Agreement may be executed in two or more counterparts, any one of which need not contain the signatures of more than one party, but all such counterparts taken together will constitute one and the same agreement.

9. No Modification. This Agreement may be waived, amended or modified only by an instrument in writing signed by the party against which such waiver, amendment or modification is sought to be enforced, and such written instrument shall set forth specifically the provisions of this Agreement that are to be so waived, amended or modified.

10. Governing Law/Venue/Attorney Fees. This Agreement shall be governed by the laws of the State of California. Venue for any action to enforce the terms of this Agreement shall be in the courts for the County of San Bernardino, California, and the parties hereby submit

to the jurisdiction of such courts. The prevailing party in any action brought to enforce the terms of this Agreement shall be entitled to an award of its legal fees and costs.

IN WITNESS WHEREOF, this Access and Indemnity Agreement has been executed as of the date first set forth above.

LEWIS CENTER:

THE HIGH DESERT 'PARTNERSHIP IN
ACADEMIC EXCELLENCE' FOUNDATION,
INC., a California public benefit corporation

By: _____
Name: Lisa Lamb
Title: Chief Executive Officer

VVWRA:

VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY,
a California joint powers authority

By: _____
Name: Logan Olds
Title: General Manager

APPROVED AS TO FORM:

By: _____
Piero C. Dallarda of
Best Best & Krieger LLP

EXHIBIT A
FORM OF TEMPORARY CONSTRUCTION EASEMENT

See Attached

RECORDING REQUESTED BY:

Victor Valley Wastewater
Reclamation Authority

WHEN RECORDED MAIL TO:

Victor Valley Wastewater
Reclamation Authority
20111 Shay Road
Victorville CA 92394

EXEMPT FROM RECORDING FEES PER GOVT. CODE §27383
EXEMPT FROM DOCUMENTARY TRANSFER TAX PER REV. & TAX CODE §11922

TEMPORARY CONSTRUCTION EASEMENT

The undersigned grantor ("Grantor") is the owner of that certain real property which is described on the attached Attachment 1 and incorporated herein by this reference ("Property").

Victor Valley Wastewater Reclamation Authority, a Joint Powers Authority and Public Agency of the State of California ("Grantee") is in the process of constructing a sewer pipeline on the Property ("Project") pursuant to the rights granted under that certain Easement and Indemnity Agreement dated November __, 2018 between Grantor and Grantee ("Agreement").

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Grantor hereby grants and conveys to Grantee a non-exclusive temporary construction easement and right-of-way over the portion of the Property which is described on Attachment 2 ("Easement Area"), attached hereto and incorporated herein by this reference, to conduct all activities reasonably necessary for the construction of the Project ("Easement"). The Easement includes a right to ingress and egress, to place equipment and materials, and to install, construct, reconstruct, remove and replace, inspect, survey, maintain, repair, and improve, and otherwise use the Easement Area as necessary for the construction of the Improvements.

This Easement and the rights and privileges conferred to Grantee pursuant to this Easement shall continue in full force and effect for a period of nine (9) months from the commencement of construction. Upon the written request of Grantee, Grantor agrees to provide an extension of the Easement for up to an additional six (6) months to complete the Project. Upon the expiration of the term of this Easement, the rights and privileges and obligations evidenced hereby, shall automatically terminate immediately and become null and void.

All work performed by Grantee within the Easement Area shall be performed in a good and workmanlike manner and in compliance with all applicable laws, rules, and regulations. Grantee will not allow the filing of any liens against the Property and if a lien is filed, shall take all measures necessary to promptly discharge such lien. At all time when Grantee or its contractors are performing work on the Property, it shall maintain reasonable and customary

commercial liability insurance and to the extent required by applicable law, workmen's compensation coverage.

Grantee will restore any portion of the Easement Area that has been disturbed to its prior condition upon completion of the Project. To the extent any portion of the Property is damaged by any of the activities conducted by Grantee described hereunder, Grantee shall repair any and all such damage.

Grantee shall indemnify, hold harmless and defend Grantor against any claims arising in connection with its activities under this Easement pursuant to the terms set forth in the Agreement.

This Easement is dated as of _____, 2018.

GRANTOR:

THE HIGH DESERT 'PARTNERSHIP IN
ACADEMIC EXCELLENCE' FOUNDATION,
INC., a California public benefit corporation

By: _____
Name: Lisa Lamb
Title: Chief Executive Officer

GRANTEE:

VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY,
a California joint powers authority

By: _____
Name: Logan Olds
Title: General Manager

ATTACHMENT 1
TO
TEMPORARY CONSTRUCTION EASEMENT

LEGAL DESCRIPTION OF PROPERTY

That certain real property located in the County of San Bernardino, State of California, described as follows:

LEGAL DESCRIPTION
V.V.W.R.A. – DESERT KNOLLS WASH INTERCEPTOR
TEMPORARY CONTRUCTION EASEMENT
APN: 0473-183-21

In the Town of Apple Valley, County of San Bernardino, State of California, being a portion of the East 1/2 of the East 1/2 of Section 10, Township 5 North, Range 4 West, San Bernardino Meridian, described as follows:

Parcel "A"

A strip of land 30.00 feet wide, the centerline of said strip being described as follows:

Commencing at the East 1/4 Corner of said Section 10; thence North 00°58'48" West, 214.30 feet along the east line of said Section 10, to the **POINT OF BEGINNING**; thence

- 1) South 25°10'37" West, 303.43 feet; thence
- 2) South 29°19'06" West, 549.20 feet, thence
- 3) South 34°38'07" West, 532.91 feet, thence
- 4) South 38°09'42" West, 312.66 feet, to a point hereafter referred to as Point "A", thence
- 5) South 38°23'23" West, 108.97 feet, thence
- 6) South 76°08'12" West, 174.85 feet to the **POINT OF TERMINUS**.

The sidelines of said strip to be extended or shortened to terminate on said east line of Section 10.

Excepting therefrom that portion lying within the Permanent Sewer Easement.

Containing 39,619 square feet more or less.

Parcel "B"

A strip of land 30.00 feet wide, the centerline of said strip being described as follows:

BEGINNING at Point "A" referred to in Parcel "A"; thence

- 1) North 84°13'13" East, 29.76 feet to the **POINT OF TERMINUS**.

The sidelines of said strip to be extended or shortened to terminate on the easterly line of Parcel "A"

Excepting therefrom that portion lying within Parcel "A"

Excepting therefrom that portion lying within the Permanent Sewer Easement.

Containing 277 square feet more or less.

See Exhibit "B" for a plat depicting the above described land.

This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors Act.

Signature William G. Hoff
William G. Hoff, PLS 6685
License Expires 6/30/20

Date 11/5/18



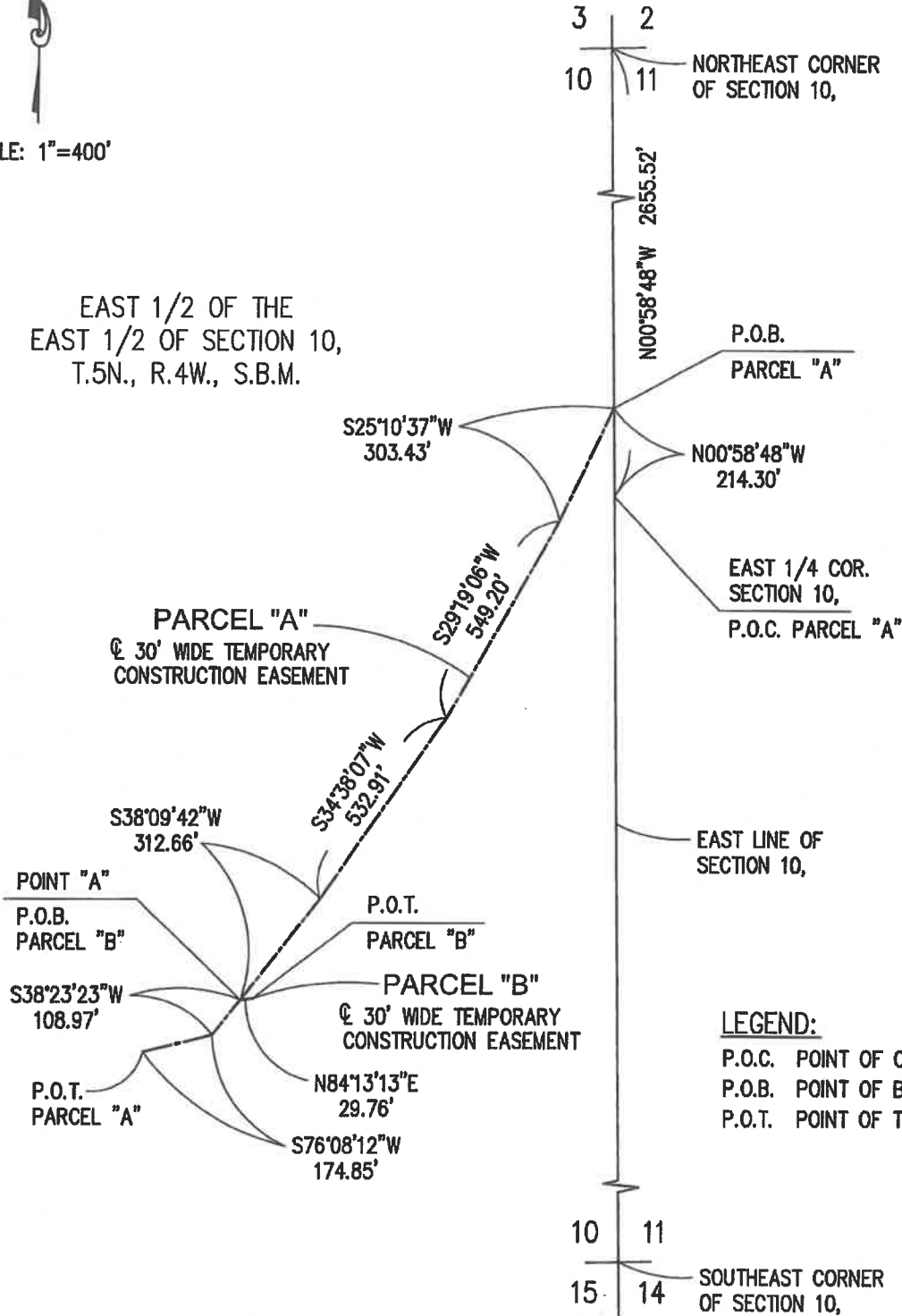
IN THE TOWN OF APPLE VALLEY
COUNTY OF SAN BERNARDINO
STATE OF CALIFORNIA

EXHIBIT "B"
SHEET 1 OF 1



SCALE: 1"=400'

EAST 1/2 OF THE
EAST 1/2 OF SECTION 10,
T.5N., R.4W., S.B.M.



LEGEND:

- P.O.C. POINT OF COMMENCING
- P.O.B. POINT OF BEGINNING
- P.O.T. POINT OF TERMINUS

WestLAND
Group, Inc.

4150 Concourse street, Suite 100 Ontario, CA 91764
PHONE: (909) 989-9789 FAX: (909) 989-9660

Land Surveyors • Civil Engineers • GIS

ATTACHMENT 2
TO
TEMPORARY CONSTRUCTION EASEMENT

MAP OF EASEMENT AREA

See Attached



EXHIBIT B
FORM OF PERMANENT SEWER EASEMENT

See Attached

RECORDING REQUESTED BY:

Victor Valley Wastewater
Reclamation Authority

WHEN RECORDED MAIL TO:

Victor Valley Wastewater
Reclamation Authority
20111 Shay Rd.
Victorville, CA 92394

EXEMPT FROM RECORDING FEES PER GOVT. CODE §27383
EXEMPT FROM DOCUMENTARY TRANSFER TAX PER REV. & TAX CODE §11922

PERMANENT SEWER EASEMENT

Assessor Parcel No. **0473-183-21**

The UNDERSIGNED, THE HIGH DESERT "PARTNERSHIP IN ACADEMIC EXCELLENCE" FOUNDATION, INCORPORATED, a Non-Profit Corporation, ("Grantor") hereby GRANTS to the VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY, a Joint Powers Authority and Public Agency of the State of California ("Grantee"), an easement in, over, under, upon and across the lands hereinafter described, to construct, operate, reconstruct, install, replace, remove, repair, alter, maintain, inspect and use sewer line(s) and all related appurtenances ("Grantee Facilities") for public purposes, and for ingress and egress in connection with the exercise of any of the foregoing rights. The property subject to this easement ("Property") is located in the County of San Bernardino, State of California, described in attached exhibit marked EXHIBIT "A" and shown on the map marked EXHIBIT "B" attached hereto, both of which exhibits are incorporated herein by this reference.

The above described easement is for the construction, use, reconstruction, maintenance, repair, alteration, inspection, replacement and removal of the Grantee Facilities. Said easement is irrevocable and shall continue in full force and effect, unobstructed from permanent structures or improvements, including without limitation, buildings, fences, concrete or trees, so long as said pipeline system is operated and maintained by Grantee, its successors and assigns, upon the Property.

Grantor shall provide Grantee with access to all roads, driveways and walkways that are now and may be located in and around the Property that are necessary or appropriate for proper ingress and egress to and from the Grantee Facilities. Any upgrade, maintenance, repair, replacement or removal of the Grantee Facilities shall be at Grantee's expense unless the Grantee Facilities are damaged as a result of the negligent acts of Grantor, its contractors, lessees, successors or assigns.

If any legal or equitable action or proceeding is instituted by one party against the other to enforce or interpret any provision of this easement, the party prevailing in such action shall be entitled to recover from the losing party all of its costs of suit, including, but not limited to, reasonable attorneys' fees awarded by the court.

This easement may be amended or modified only by a written instrument executed and acknowledged by the parties or their successors in interest and recorded in the Official Records of Riverside County, California. Any provision of this easement adjudicated by a court of competent jurisdiction to be invalid or unenforceable for any reason shall be ineffective to the extent of such prohibition or invalidity and shall not invalidate or otherwise render invalid or unenforceable any remaining provisions of this grant.

Subject to the easements and offers of dedication of record.

IN WITNESS THEREOF, the undersigned Grantor has executed this instrument as of _____, 2018.

GRANTOR:

THE HIGH DESERT "PARTNERSHIP IN ACADEMIC EXCELLENCE" FOUNDATION, INCORPORATED, a Non-Profit Corporation,

By: _____

Name: _____

Title: _____

CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of _____)
County of _____)
On _____ before me, _____
(Print exact name and title of the officer)

personally appeared _____
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Notary Public Signature (Notary Public Seal)

ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)
Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER
 Individual (s)
 Corporate Officer

(Title)
 Partner(s)
 Attorney-in-Fact
 Trustee(s)
 Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

- This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.*
- State and County Information must be the State and County where the document signature(s) personally appeared before the notary public for acknowledgment.
 - Date of notarial act must be the date that the signature(s) personally appeared which must also be the same date the acknowledgment is completed.
 - The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
 - Print the name(s) of document signer(s) who personally appear at the time of notarization.
 - Indicate the correct singular or plural form by crossing off incorrect forms (i.e. ~~Indebitor~~ is ~~has~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
 - The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression is indistinct, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
 - Signature of the notary public must match the signature on file with the office of the county clerk.
 - Additional information is not required but could help to ensure this acknowledgment is not removed or attached to a different document.
 - Indicate title or type of attached document, number of pages and date.
 - Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
 - Securely attach this document to the signed document with a staple.

VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**CERTIFICATE OF ACCEPTANCE**

This Certificate of Acceptance pertains to the interests in real property conveyed by the Grant of Permanent Sewer Easement to which this Certificate of Acceptance is attached,

from: **THE HIGH DESERT "PARTNERSHIP IN ACADEMIC EXCELLENCE" FOUNDATION, INCORPORATED ("Grantor")**

to: **VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY ("Grantee")**

Said Grant of Permanent Sewer Easement is hereby accepted by the undersigned officer on behalf of Grantee pursuant to authority conferred by the Grantee's governing board, and Grantee hereby consents to recordation of said Grant.

Dated: _____, 2018

VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY, a Joint
Powers Authority

By: _____

Logan Olds, General Manager

EXHIBIT "A"
LEGAL DESCRIPTION
V.V.W.R.A. – DESERT KNOLLS WASH INTERCEPTOR
GRANT OF EASEMENT
APN 0473-183-21

PARCEL 1:

A STRIP OF LAND 10.00 FEET IN WIDTH BEING A PORTION OF SECTION 10, TOWNSHIP 5 NORTH, RANGE 4 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF APPLE VALLEY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, THE CENTERLINE OF SAID STRIP IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST ONE-QUARTER CORNER OF SAID SECTION 10; THENCE NORTH 00°58'48" EAST A DISTANCE OF 214.30 FEET TO THE TRUE POINT OF BEGINNING; THENCE

- 1) SOUTH 25°10'37" WEST, 303.43 FEET TO AN ANGLE POINT; THENCE
- 2) SOUTH 29°19'06" WEST, 549.20 FEET TO AN ANGLE POINT; THENCE
- 3) SOUTH 34°38'07" WEST, 532.91 FEET TO AN ANGLE POINT; THENCE
- 4) SOUTH 38°09'42" WEST, 312.66 FEET TO AN ANGLE POINT, SAID POINT REFERRED TO AS "POINT A"; THENCE
- 5) SOUTH 38°23'23" WEST, 108.97 FEET TO AN ANGLE POINT; THENCE
- 6) SOUTH 76°08'12" WEST, 164.85 FEET TO THE TERMINUS OF PARCEL 1

THE SIDELINES OF SAID STRIP OF LAND ARE TO BE LENGTHENED OR SHORTENED TO TERMINATE ON THE EAST LINE OF SAID SECTION 10.

CONTAINING 19,720 SQUARE FEET/0.453 ACRES.

PARCEL 2:

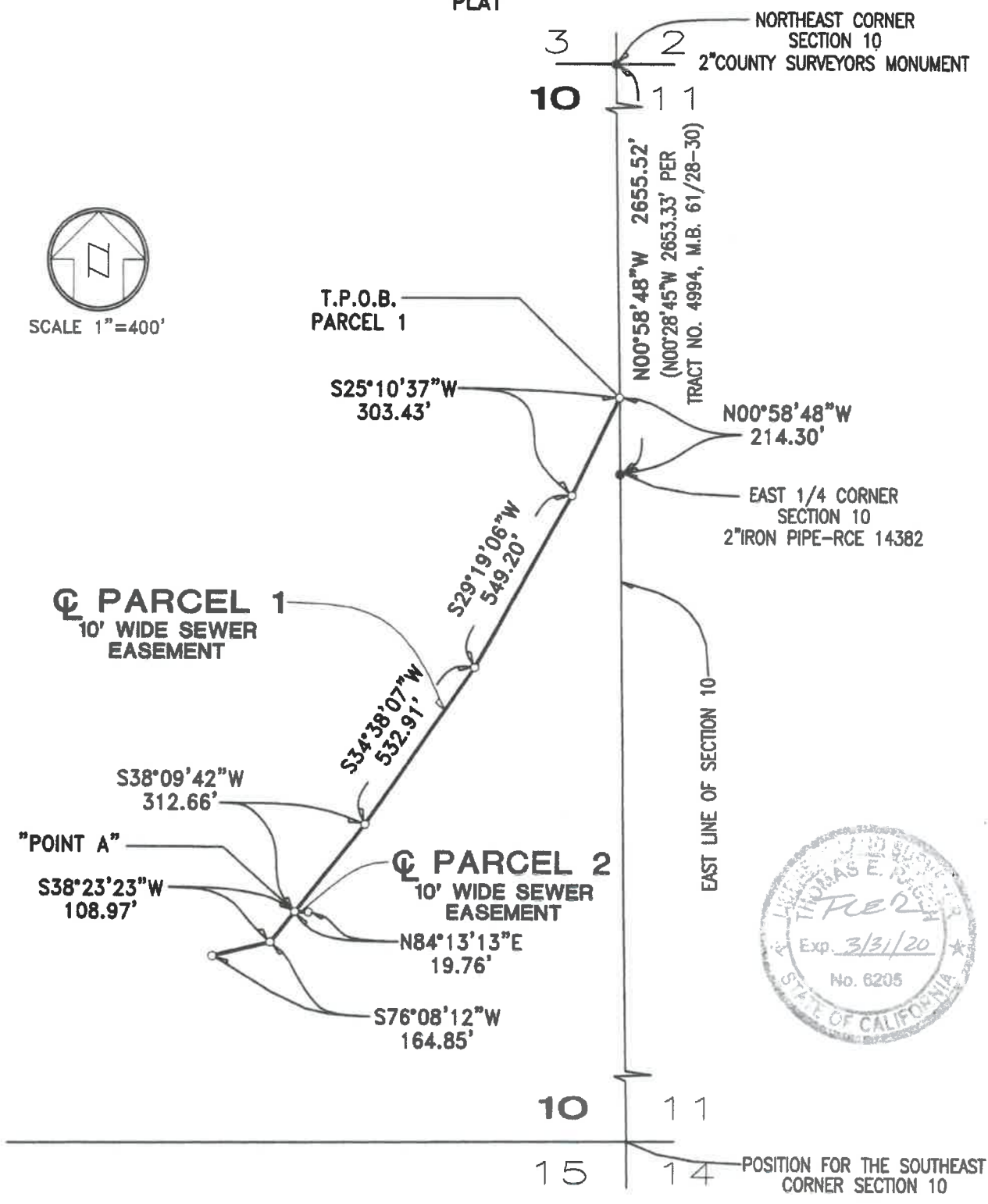
BEGINNING AT SAID "POINT A"; THENCE

- 1) NORTH 84°13'13" EAST, 19.76 FEET TO THE TERMINUS OF PARCEL 2.

THE SIDELINES OF SAID STRIP OF LAND ARE TO BE SHORTENED TO TERMINATE ON THE EASTERLY LINE OF SAID PARCEL 1.

CONTAINING 128 SQUARE FEET/0.003 ACRES.

EXHIBIT "B" PLAT



TRLS ENGINEERING Inc.
10770 I Ave. Ste. 108
Hesperia, CA 92345
(760) 948-4900



VICTOR VALLEY WATER RECLAMATION AUTHORITY
A.P.N. 0473-183-21
DESERT KNOLLS WASH INTERCEPTOR
APPLE VALLEY, CA



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

MEMORANDUM

DATE: 15 November 2018

TO: Board of Commissioners

FROM: Logan Olds, General Manager *LO*

SUBJECT: South Coast Air Quality Management District, Proposed Rule 1118.1, Control of Emissions From Non-Refinery Flares

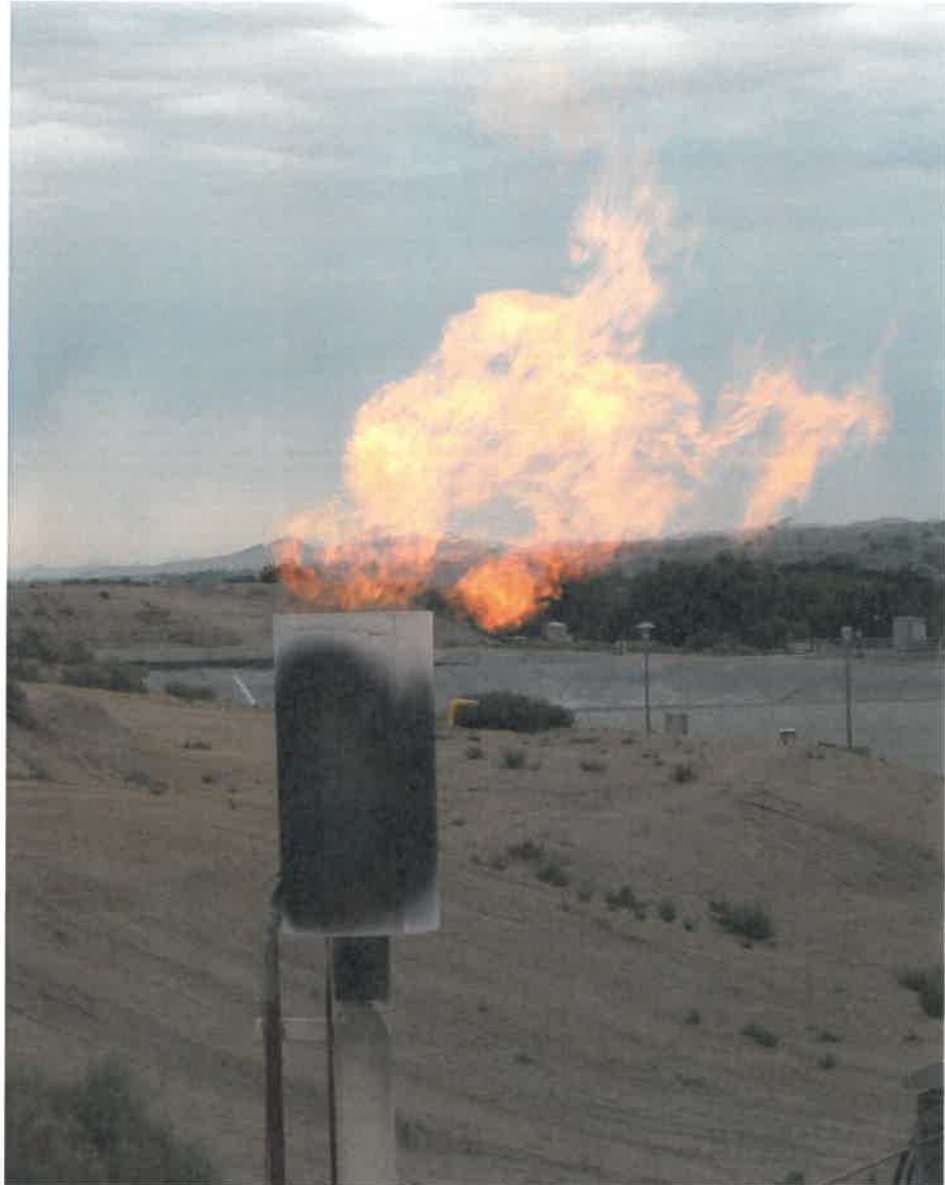
At the October 2018 Board meeting staff was asked to present an update on the issue of flaring and the proposed rule by the South Coast Air Quality Management District (SCAQMD). Proposed Rule 1118.1 states “The purpose of this rule is to reduce NOx and VOC emissions from flaring produced gas, digester gas, and other combustible gasses or vapors and to encourage alternatives to flaring.” Typically, when one AQMD adopts a new rule it can be replicated by other Air Quality Districts within the State.

The creation of biogas at a wastewater treatment plant (WWTP) is the result of a natural organic decomposition process that occurs in large sealed anaerobic digesters. The same process occurs in the intestinal tract of all mammals. Traditionally biogas produced from anaerobic digesters has been allowed to be flared as an anthropogenic source. Flaring is done to burn the methane gas, which is a constituent of biogas, and convert it to CO2 with associated NOx and VOC emissions. Methane is a gas that is 84 times more potent than carbon dioxide.

VVWRA produces significant quantities of biogas which is used to run generators to produce power and heat for anaerobic digestion (co-digestion), and also engine driven blowers to provide atmospheric oxygen to the microorganisms in the mixed liquor and heat for co-digestion. Any excess biogas is flared. The Authority is currently evaluating a project which would take all of VVWRA’s excess biogas and inject it as renewable natural gas (RNG) in to the Southwest Gas pipeline located on VVWRA property. If successful, the project may significantly reduce future liability for air emissions. It is anticipated that the revenue from pipeline injection would be between \$300,000.00 to \$500,000.00 annually from the generation of Renewable Identification Numbers (RIN’s) associated with the RNG.

<https://www.epa.gov/renewable-fuel-standard-program/renewable-identification-numbers-rins-under-renewable-fuel-standard>

VVWRA staff believes that emissions from WWTP’s will be a focus area for future AQMD rule making. This would include emissions from the liquid and solid treatment trains. To combat this potential unfunded state mandate, staff is evaluating opportunities to limit the Authority’s regulatory exposure. To keep abreast of developments in this area VVWRA maintains membership in the Southern California Alliance of Publicly Owned Treatment Works (SCAP). Mr. David Rothbart is the Chair of the SCAP Air Quality Committee and the Supervising Engineer of the Air Quality Engineering Branch of the Sanitation Districts of Los Angeles County. Mr. Rothbart is sending out routine email announcements on the progress of the SCAQMD rule making effort (Attached).



Logan Olds

From: Ccre <ccre-bounces@lists.casaweb.org> on behalf of Greg Kester via Ccre <ccre@lists.casaweb.org>
Sent: Friday, October 12, 2018 9:34 AM
To: ccre@lists.casaweb.org
Subject: [Ccre] FW: SCAQMD Proposed Rule 1118.1 Conference Call (October 17th @ 8am)
Attachments: ATT00001.txt

Importance: High

Hello everyone – Please see the messages below and information on the South Coast Air Quality Management District efforts in developing new regulations for flares, including at wastewater treatment plants. Thanks - Greg

Greg Kester
 Director of Renewable Resource Programs
 CA Association of Sanitation Agencies
 1225 8th Street, Suite 595
 Sacramento, CA 95814
 PH: 916 446-0388
 Mobile: 916 844-5262
gkester@casaweb.org

 www.casaweb.org

From: David Rothbart <DRothbart@lacsdsd.org>
Date: Friday, October 12, 2018 at 9:22 AM
To: Steve Jepsen <sjepsen@dudek.com>, Greg Kester <gkester@casaweb.org>
Cc: Bridget Bartels <BBartels@lacsdsd.org>
Subject: SCAQMD Proposed Rule 1118.1 Conference Call (October 17th @ 8am)

Steve and Greg,

Could you send the following out to folks following Rule 1118.1?

Thanks,

David

Good morning everyone,

For those of you concerned about SCAQMD Proposed Rule 1118.1 (non-refinery flaring), we strongly recommend that you attend and provide comments at the SCAQMD Stationary Source Committee meeting on October 19th at 10:30am in Diamond Bar. In order to coordinate our testimony, please participate in SCAP's October 17th conference call at 8am. The conference call-in information is list below:

Date: October 17th

Time: 8:00am

Conference Call-In Number: (888) 447-7153

Participant Passcode: 6576352

SCAP is currently meeting with SCAQMD Governing Board members and the initial feedback suggests that we can soften the rule, if we have a strong showing at the Stationary Source Committee meeting. I will provide feedback obtained from Governing Board members during the conference call and would like to establish our collective position for the Stationary Source Committee. At the moment, I would recommend the rule include a 0.06 lb NO_x/MMBtu limit and an exemption for wastewater treatment plants using thermophilic digestion and facilities digesting food waste. Please let me know if you're able to participate in the conference call and attend the Stationary Source Committee meeting.

Thanks and have a great weekend,

David

DAVID L. ROTHBART, P.E., BCEE

SCAP Air Quality Committee Chair

Supervising Engineer | Air Quality Engineering

SANITATION DISTRICTS OF LOS ANGELES COUNTY | 1955 Workman Mill Road, Whittier, CA 90601

Phone: 562.908.4288 x2412 | Cell: 714.878.9655 | FAX: 562.692.9690

Converting Waste Into Resources | www.LACSD.org

(Adopted TBD)

(10/31/2018)

PROPOSED RULE 1118.1. CONTROL OF EMISSIONS FROM NON-REFINERY FLARES

(a) Purpose

The purpose of this rule is to reduce NOx and VOC emissions from flaring produced gas, digester gas, landfill gas, and other combustible gases or vapors and to encourage alternatives to flaring.

(b) Applicability

This rule applies to owners and operators of flares that require a SCAQMD permit at facilities, including, but not limited to, oil and gas production, wastewater treatment facilities, landfills, and organic liquid ~~loading stations, and tank farms~~handling.

(c) Definitions

(1) ANNUAL THROUGHPUT means the volume of gas or vapor in million standard cubic feet (MMscf) that is combusted in a flare or flare station in one calendar year, excluding gas used solely to maintain the pilot light.

~~(2) ASSIST GAS means a higher heating value gas required for complete combustion of the gas or vapor stream being routed to the flare burner.~~

(32) BIOGAS includes digester gas or landfill gas produced by the breakdown of organic matter in the absence of oxygen.

(43) CAPACITY is the maximum volumetric flow rate of gas or vapor that the flare or flare station is rated to process in units of scf per minute or the maximum heat input rate the flare or flare station is rated to process in units of million British thermal units (MMBtu) per hour.

(54) CAPACITY THRESHOLD is the percentage of the capacity used to flare gas and is ~~the metric~~ used to ~~define~~ determine when an owner or operator of a flare or flare station must take action to reduce NOx emissions and/or reduce the throughput to the flare.

(65) DIGESTER GAS means a gas produced from either mesophilic or thermophilic digestion of biodegradable waste, consisting of methane, carbon dioxide and traces of other contaminant gases.

(76) FACILITY is as defined by Rule 1302 – Definitions.

Rule 1118.1 (Cont.)

(TBD)

- (~~8~~7) FLARE means a combustion device that oxidizes combustible gases or vapors, where the combustible gases or vapors being destroyed are routed directly into the burner without energy recovery.
- (~~9~~8) FLARE STATION means two or more flares situated on a single pad, served by one or more common gas blowers, and equipped with one common fuel meter.
- (~~10~~9) HEAT INPUT means the higher heating value of the fuel to the flare measured as Btu per hour.
- (~~11~~10) LANDFILL GAS means any ~~raw~~ gas derived through a natural process from the decomposition of waste deposited in a landfill.
- (11) MAJOR POLLUTING FACILITY is as defined by Rule 1302 – Definitions.
- (12) MINOR FACILITY is as defined by Rule 1302 – Definitions.
- (13) NOTIFICATION OF FLARE SURPASSING CAPACITY THRESHOLD means the written form submitted to the Executive Officer indicating the flare or flare station surpassed the Table 2 Capacity Threshold.
- (14) NOTIFICATION OF FLARE THROUGHPUT REDUCTION means the written form submitted to the Executive Officer indicating the compliance strategy to reduce flare throughput below the Table 2 Capacity Threshold.
- (15) NOTIFICATION OF INCREMENTS OF PROGRESS means the written form submitted to the Executive Officer indicating the actions that have been completed, the actions yet to be completed, and any changes to the original notifications.
- (16) NOTIFICATION OF INTENT means the written form submitted to the Executive Officer indicating the action that will be taken if the flare or flare station surpassed the Table 2 Capacity Threshold for two consecutive calendar years.
- (~~12~~17) OPEN FLARE means an unshrouded flare.
- (~~13~~18) ORGANIC LIQUID means any liquid containing volatile organic compounds (VOC).
- (19) ORGANIC LIQUID LOADING AND UNLOADING means the bulk loading or unloading of organic liquids, such as organic liquids in marine vessels, tank trucks, trailer, or railroad tank car.
- (20) ORGANIC LIQUID STORAGE means the storage of organic liquids, such as organic liquids stored in tank farms.

Rule 1118.1 (Cont.)

(TBD)

- (1421) OTHER FLARE GAS includes, ~~but is not limited to,~~ gases combusted in flare or flare station from ~~facilities handling organic liquids, such as tank trucks, rail cars, and bulk terminal loading and offloading, or tank farm degassing processes~~ or sources other than landfills, wastewater, oil and gas production, or organic liquid handling.
- (1522) OXIDES OF NITROGEN (NO_x) means nitric oxide and nitrogen dioxide.
- (1623) PRODUCED GAS is organic compounds that are both gaseous at standard temperature and pressure and are associated with the production, gathering, separation or processing of crude oil.
- (1724) PROTOCOL means a ~~SCAQMD approved~~ test protocol for determining compliance with emission limits for applicable equipment.
- (1825) REGENERATIVE ADSORPTION SYSTEM means a system used to remove impurities from combustible gases or vapors consisting of several media trains that are regenerated by purging with gas, typically used with biogas or produced gas.
- (1926) REGENERATION GAS means the purge gas from a regenerative adsorption system.
- (2027) RELOCATE means to remove an existing source from one facility in the SCAQMD and to install that source on another non-contiguous facility. Relocate does not include a flares permitted as a Various Location Flare.
- ~~(21) STATEMENT OF INTENT means a written document from an owner or operator of a flare subject to this rule indicating the action that will be taken once a flare surpasses the Table 2 Capacity Threshold for two consecutive years.~~
- ~~(22) VARIOUS LOCATIONS FLARE means any portable flare permitted to operate at different locations in the SCAQMD.~~
- (2328) VOLATILE ORGANIC COMPOUND (VOC) is as defined in Rule 102 – Definition of Terms.
- (d) Requirements
- (1) An owner or operator that submits an application to install a flare after [date of adoption] or replaces or relocates an existing flare shall ~~meet~~ not exceed the applicable NO_x, VOC, and carbon monoxide (CO) emission limits specified in Table 1 Emission Limits. - Emissions determined to exceed any applicable Table 1 Emission Limits established by this rule shall constitute a violation of this rule.

Table 1 – Emission Limits

Flare Gas	NOx	CO	VOC
	pounds/MMBtu		
Digester gas [†]	0.025	0.06	0.038
Major polluting facility	0.025	0.06	0.038
Minor facility	0.06	N/A	N/A
Landfill gas [†]	0.025	0.06	0.038
Produced gas	0.018	0.06	0.008
Other flare gas	0.06	N/A	N/A
Other Organic liquid storage	0.25	0.37	0.15
Other flare gas	Parts per million @ 3% oxygen Destruction Efficiency		
Organic liquid loading and unloading	300	100	99%
	0.034	0.05	0.02

1. ~~Compliance with emission limits shall be demonstrated when combusting 100% biogas (e.g. with no regeneration gas)~~

- (2) ~~An owner or operator that submits an application to install a flare or flare station after [date of adoption] to combust Produced Gas or replaces or relocates an existing flare or flare station to combust Produced Gas shall not operate the flare(s) more than 800 hours per year.~~
- (23) An owner or operator of a flare or flare station with a capacity threshold listed in Table 2 Capacity Threshold, and an application deemed complete installed prior to [date of adoption] shall:
- (A) Demonstrate compliance with ~~the emission limits in~~ Table 1 Emission Limits, or
- (B) Calculate the percent capacity pursuant to subparagraph (g)(1)(~~DE~~) for each flare or flare station. The owners or operator of a flare or flare stations with an annual percent capacity that surpasses the Table 2 Capacity Thresholds in Table 2 shall:
- (i) Submit a ~~notification~~ Notification of Flare Surpassing Capacity Threshold to the Executive Officer (1118.1Notifications@aqmd.gov), no later than 30 days after the end of the calendar year.
- (ii) Submit a Notification Statement of Intent to the Executive Officer (1118.1Notifications@aqmd.gov), no later than 60

days after the end of the calendar year after ~~two consecutive calendar years~~ surpassing the ~~Capacity Threshold in~~ Table 2 Capacity Threshold for two consecutive calendar years, specifying one of the following compliance options:

- (A) Flare or flare station throughput reduction pursuant to paragraph (d)(~~34~~), or
- (B) Flare or flare station replacement or modification pursuant to paragraph (d)(~~45~~).

Table 2 - Capacity Thresholds ~~by Gas Flared~~

Flare Gas	Threshold
Any gas combusted in an open flare	5%
Digester gas	70%
Landfill gas	20%
Produced gas	5%

(~~34~~) Flare Throughput Reduction

An owner or operator that is required to ~~submitted~~ a Notification Statement of Intent to reduce the flare or flare station throughput shall complete the following pursuant to the schedule set forth in Table 3 Flare Throughput Reduction, with potential extension(s) pursuant to subdivision (e):

- (A) Submit a Notification of Flare Throughput Reduction notification to the Executive Officer (1118.1Notifications@aqmd.gov) that includes the following:
 - (i) Alternative method(s) to reduce flare or flare station throughput below Capacity Threshold; and
 - (ii) Timetable to implement and operate the alternative method.
- (B) Submit Notification of Increments of Progress to the Executive Officer (1118.1Notifications@aqmd.gov) ~~reports~~ which shall include:
 - (i) Actions completed;
 - (ii) Actions yet to be completed; and
 - (iii) Any changes to the original notification.
- (C) Reduce the percent capacity of the flare or flare station below the Table 2 Capacity Thresholds.

- (D) ~~The notification submitted under subparagraph (d)(3)(A) shall be considered a plan within the meaning of Rule 306 — Plan Fees.~~

Table 3 – Flare Throughput Reduction

Requirement	Schedule
Submit N otification of Flare Throughput Reduction pursuant to paragraph (d)(3)(A) (1118.1Notifications@aqmd.gov)	6 months 180 days from the end of the calendar year after from surpassing the Table 2 annual Capacity Threshold for two consecutive calendar years
Submit Notification of Increment s of p rogress reports pursuant to (d)(3)(B) (1118.1Notifications@aqmd.gov)	12 months from the end of the calendar year after from surpassing the annual-Table 2 Capacity Threshold for two consecutive calendar years, and annually thereafter, until flaring is reduced below Table 2 Capacity Threshold
Reduce flaring below Table 2 Capacity Threshold s	36 months from the end of the calendar year after surpassing the annual-Table 2 Capacity Threshold for two consecutive calendar years

(45) Flare Replacement

An owner or operator that is required to ~~submitted~~ a ~~Statement~~ Notification of Intent to replace or modify the flare or flare station shall complete the following pursuant to the schedule set forth in Table 4 Flare Replacement, with potential extension(s) pursuant to subdivision (e):

- (A) Submit a new flare or flare station permit application to the SCAQMD;
- (B) Replace or modify the flare or flare stations to meet Table 1 Emission Limits; and
- (C) Demonstrate ~~Complete the~~ compliance with Table 1 Emissions Limits by completing a source tests pursuant to a SCAQMD approved source test protocol ~~determination~~.

Table 4 – Flare Replacement

Requirement	Schedule
Submit permit application	6 months 180 days from the end of the calendar year after from surpassing the annual-Table 2 Capacity Threshold for two consecutive calendar years
Complete flare installation	18 months after SCAQMD permit issued

Complete <u>Demonstrate</u> compliance <u>by completing a</u> determination <u>source test</u>	180 days after completion of flare <u>or flare station</u> installation
--	--

- (5) An owner or operator of a flare or flare station subject to this rule shall perform maintenance in accordance with the manufacturer's schedule and specifications.
- (7) Display in an accessible location on the flare the model number and the rated heat input capacity of the flare on a permanent rating plate issued by the manufacturer for any flare installed, relocated, or modified after [Date of Adoption].
- (8) The Notifications submitted under clauses (d)(3)(B)(i) and (d)(3)(B)(ii) and subparagraphs (d)(4)(A) and (d)(4)(B) shall be subject to notification fees pursuant to Rule 301(x) – Permitting and Associated Fees.
- (e) Extension provision
- (1) An owner or operator of a flare or flare station subject to this rule may submit a request to the Executive Officer for an extension from the schedule in paragraphs (d)(34) and (d)(45), at least 60 days prior to the schedule deadline for the requirement. The time extension request shall include:
- (A) The permit number or application number of the flare or flare station requiring the extension;
- (B) The reason(s) a time extension is needed;
- (C) Increments of progress completed and yet to be completed pursuant to the compliance schedule; and
- (D) The length of time requested.
- (2) Approval of Time Extensions
- The Executive Officer or designee shall review the request for the time extension and shall provide written approval or reject the request within 60 days of receipt, based on if the following criteria are met:
- (A) The owner or operator provides sufficient details identifying the reason(s) a time extension is needed; ~~and~~
- (B) The owner or operator demonstrates to the Executive Officer that there are specific circumstances beyond the control of the owner or operator that necessitate additional time to comply. Such a demonstration may include, but is not limited to, providing detailed

Rule 1118.1 (Cont.)

(TBD)

schedules, engineering designs, construction plans, permit applications, purchase orders, economic burden, and technical infeasibility; and

(C) Failure to satisfy the above criteria shall result in a denial of the request.

(f) Source Tests

- (1) Within 12 months from *[Date of Adoption]* an owner or operator of a flare or flare station subject to paragraph (d)(1) or complying with subparagraph (d)(23)(A) or paragraph (h)(2) shall determine the applicable NO_x, VOC, and CO emissions by conducting an initial source test, and source testing every five years thereafter, pursuant to paragraph (f)(4).
 - (A) At least 90 days prior to a scheduled source test, submit a source test protocol to the Executive Officer for approval; ~~and~~
 - (B) At least one week prior to the scheduled source test, notify the Executive Officer, in writing, of the intent to conduct source testing; and
 - (B)(C) Conduct a source test according to the approved protocol. If prior to rule adoption, a source test was conducted pursuant to an approved protocol and demonstrated compliance with Table 1 Emission Limits, the owner or operator may instead opt to conduct the next source test within five years from anniversary date of that prior source test.
- (2) Unless requested by the SCAQMD, after the approval of the initial source test protocol, the owner or operator of a flare or flare station subject to this rule is not required to resubmit a source test protocol for approval pursuant to subparagraph (f)(1)(A) if:
 - (A) The flare or flare station and its method of operation have not been altered in a manner that requires a permit ~~alteration~~application submittal; and
 - (B) Rule or permit emission limits have not become more stringent since the previous source test.
- (3) All ~~compliance determinations~~source tests pursuant to paragraph (d)(1) and ~~paragraph (h)(2)~~ shall be ~~calculated~~conducted:

Rule 1118.1 (Cont.)

(TBD)

- (A) Using a SCAQMD approved source test protocol averaged over a ~~period of at least 15 minutes~~ maximum 60 minutes of flare operation;
 - (B) ~~After flare start up~~ Not during start up or shut down; and
 - (C) In as-found operating condition.
- (4) NO_x, CO, and VOC emissions in pounds per MMBtu of heat input shall be determined using the pollutant concentrations measured according to paragraph (f)(5) and the gas composition of the total gas or vapor combusted in the burner measured according to paragraph (f)(6) and calculated using the procedures in 40 CFR Part 60, Appendix A, Method 19, Sections 2 and 3, or another SCAQMD approved test method.
- (5) NO_x, VOC, and CO concentrations shall be determined according to the following methods:
- (A) NO_x and CO concentration shall be determined pursuant to SCAQMD Method 100.1 – Instrumental Analyzer Procedures for Continuous Gaseous Emission Sampling; and
 - (B) VOC concentration shall be determined pursuant to SCAQMD Method 25.1 or 25.3 – Determination of VOC Emissions from Stationary Sources.
- (6) Gas composition shall be calculated according to the following methods:
- (A) ASTM Method D-3588 – Standard Practice for Calculating Heat Value, Compressibility Factor, and Relative Density of Gaseous Fuels; and
 - (B) ASTM Method D-1945 – Standard Test Method for Analysis of Natural Gas by Gas Chromatography; or
 - (C) ASTM Method D-7833 – Standard Test Method for Determination of Hydrocarbons and Non-Hydrocarbon Gases in Gaseous Mixtures by Gas Chromatography.
- (7) All ~~compliance determinations~~ source tests ~~by the owner or operator of the flare~~ shall be ~~made using~~ conducted by an independent contractor pursuant to SCAQMD Rule 304, subdivisions (k), or ~~and~~ SCAQMD Rule 304, subdivision (l) as applicable, to conduct source testing, which is approved by the Executive Officer under the Laboratory Approval Program for the applicable test methods.
- ~~(8) Emissions determined to exceed any applicable limits established by this rule shall constitute a violation of this rule.~~

Rule 1118.1 (Cont.)

(TBD)

(98) Records of source tests shall be maintained for five years or until the next source test is performed, whichever occurs later, and shall be made available to SCAQMD personnel upon request. The source test report(s) shall identify whether the source test was conducted pursuant to a SCAQMD approved protocol and clearly identify the model, ~~and~~ serial numbers, application number, permit number, and origins of all gas or vapor combusted of the specific flare(s) tested. In the absence of a flare model and serial number, a detailed description of the flare or flare station and its location shall be included.

(g) Monitoring, Recordkeeping, and Reporting Requirements

- (1) The owner or operator of a flare or flare station complying with paragraph (d)(23)(B) of this rule shall:
- (A) Within 90 days of [*Date of Adoption*], install and operate a fuel meter for each gas or vapor, excluding pilot gas, routed to every flare or flare station, unless metering system is currently installed.
 - (B) Within 90 days of [*Date of Adoption*], equip each fuel meter, required under subparagraph (g)(1)(A), that requires dependable electric power to operate with a permanent supply of electric power that cannot be unplugged, switched off, or reset except by the main power supply circuit for the building and associated equipment or the flare's safety shut-off switch.
 - (C) The continuous electric power to a fuel meter required under subparagraph (g)(1)(A) and (g)(1)(B) ~~shall not~~may only be shut off ~~unless the flare is not operating or is shut down~~ for maintenance or safety.
 - (D) Each fuel meter shall be calibrated based on the manufacturer recommended procedures within 90 days of installation or [*Date of Adoption*], whichever is ~~sooner~~later, and annually thereafter.
 - (E) Beginning January 1, 2019, or when fuel meter is installed pursuant to subparagraph (g)(1)(A), determine the percent capacity of the flare or flare station and maintain records documenting the percent capacity determinations as follows:
 - (i) Total annual throughput in units of MMscf/year and/or total annual heat input in units of MMBtu/year shall be calculated

by summing throughput and/or heat input of the gas at the end of each calendar year as follows:

- (A) ~~Monthly~~ Throughput shall be measured and recorded at least once per month by the ~~flare-specific non-resettable~~ fuel meter(s); ~~and~~
 - (B) Heat input of the flare gas shall be measured and recorded at least once per month pursuant to (f)(6) or calculated and recorded weekly by measuring the methane concentration weekly using a portable nondispersive infrared detector, calibrated per manufacturer's specifications.
- (ii) Capacity shall be based on:
- (A) Manufacturer designation and if not known or available, the permit limits will be deemed the capacity;
 - (B) The combined capacity of all flares in a flare station.
- (iii) Annual percent capacity shall be calculated at the end of each calendar year by one of the following metrics:
- (A) By volume:

$$\text{Percent Capacity}_{\text{MMscf}} = \frac{\text{Total Annual Throughput} \left(\frac{\text{MMscf}}{\text{year}} \right) / 525,600 \frac{\text{minutes}}{\text{year}}}{\text{Capacity (MMscf/minute)}} \times 100\%$$

- (B) By heat input:

$$\text{Percent Capacity}_{\text{MMBtu}} = \frac{\text{Total Annual Heat Input} \left(\frac{\text{MMBtu}}{\text{year}} \right) / 8760 \frac{\text{hour}}{\text{year}}}{\text{Capacity (MMBtu/hour)}} \times 100\%$$

- (~~iv~~) An owner or operator of the flare or flare station that fails to measure or record the monthly throughput or heat input value in compliance with the provisions above, the percent capacity shall be presumed to be one-hundred percent (100%).

Rule 1118.1 (Cont.)

(TBD)

- (2) The owner or operator of a flare or flare station subject to this rule shall:
- (A) ~~Monitor and maintain NOx emission records~~ Demonstrate the NOx emissions of the flare(s) or flare station ~~are less than 30 pounds per month if validating compliance~~ complying pursuant to ~~subparagraph (h)(2), and shall maintain monthly records documenting maximum NOx emissions of less than 30 pounds per month~~ as follows:
- (i) NOx emission shall be determined based on ~~by the most recently~~ an approved source test conducted pursuant to ~~paragraph (f)(4)a~~ SCAQMD approved source test protocol;
 - (ii) Monthly ~~Throughput~~ shall be measured and recorded at least once per month by the ~~flare-specific non-resettable~~ fuel meter(s);
 - (iii) Heat input of the flare gas shall be measured and recorded at least monthly pursuant to paragraph (f)(6) or calculated and recorded weekly by measuring the methane concentration using a portable nondispersive infrared detector, calibrated per manufacturer's specifications; and
 - (iv) Calculated as follows:

$$\text{Monthly pounds of NOx Emitted} = \frac{\text{pounds NOx}}{\text{MMBtu}} \times \frac{\text{MMscf}}{\text{month}} \times \frac{\text{Btu}}{\text{scf}}$$

- (B) ~~Demonstrate~~ Monitor and maintain hours of operation records operating hours of a flare or flare station complying pursuant of the flare are less than 200 hours per year if validating compliance pursuant to subparagraphs (h)(3) and (d)(2), maintain monthly recordkeeping of flare use using an ~~installed~~ calibrated non-resettable totalizing time meter.
- (C) Maintain a copy of the manufacturer's, distributor's, installer's or maintenance company's written maintenance schedule and instructions ~~and retain a record of the maintenance activity for a period of not less than three years, which shall be made available upon request.~~
- ~~(D) Display in an accessible location on the flare the model number and the rated heat input capacity of the flare on a permanent rating plate for any flare installed, relocated, or modified after [Date of Adoption].~~

Rule 1118.1 (Cont.)

(TBD)

- (ED) Provide the manufacturer's maintenance instructions, maintenance records, and the source test report(s) to the Executive Officer upon request.
- (FE) ~~Maintain~~ Retain all written or electronic records required by this rule for at least five years, which shall be made available ~~upon request~~ no later than two business days from date requested.
- (h) Exemptions
- (1) The provisions of this rule shall not apply to owners or operators of a flares ~~or flare station~~:
- (A) At asphalt plants; biodiesel plants; hydrogen production plants fueled in part with refinery gas; petroleum refineries; and sulfur recovery plants, ~~and hydrogen production plants subject to SCAQMD Rule 1118 - Control of Emissions from Refinery Flares;~~
- (B) Routing only 100% natural gas directly into the flare burner ~~to oxidize combustible gases or vapors and that~~ are subject to SCAQMD Rule 1147 - NOx Reductions from Miscellaneous Sources NOx emission limits;
- (C) ~~At facilities subject to Rule 1109.1 - Refinery Equipment. Routing~~ only 100% propane or 100% butane directly into the flare burner;
- (D) At a landfill that collects less than 2,000 MMscf of landfill gas per calendar year and has either ceased accepting waste or is classified by CalRecycle as an Inert Waste Disposal Site or an Asbestos Contaminated Waste Disposal Site ~~and generates less than 2,000 MMscf of landfill gas per calendar year; or~~
- (E) Permitted as a Various Location Flares ~~that are operated in compliance with SCAQMD Rules and Regulations; or;~~
- (F) Combusting regeneration gas.
- (2) An owner or operator of a flare or flare station subject to this rule that emits less than 30 pounds of NOx per month ~~calendar year~~ shall not be required to meet the ~~emission limits in~~ Table 1 Emission Limits provided:
- (A) The flare or flare station has a permit that specifies conditions that ~~limits~~ the applicable NOx emissions; and
- (B) The flare or flare station operates in compliance with the permit condition;
- (C) This exemption shall no longer apply in the event the flare or flare station surpasses the 30 pound per month NOx emission limit.

Rule 1118.1 (Cont.)

(TBD)

- (3) An owner or operator of a flare or flare station subject to this rule that operates less than 200 hours per calendar year shall not be required to meet the ~~emission limits in~~ Table 1 Emission Limits provided:
- (A) The flare has a permit that specifies conditions that limits the operating hours; and
 - (B) The flare operates in compliance with the permit condition;
 - (C) This exemption shall no longer apply in the event the flare surpasses the 200 hours per calendar year.
- (4) An owner or operator of an open flare shall not be required to conduct source testing pursuant to subdivision (f).
- (5) Throughput, heat input, NO_x emissions and time accrued during source testing pursuant to subdivision (f) maybe omitted from the calculation of percent capacity pursuant to subparagraph (g)(1)(~~ED~~), emissions pursuant to paragraph (h)(2), or hours pursuant to paragraph (h)(3).



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

15 November 2018

FROM: Logan Olds, General Manager *LO*

TO: Board of Commissioners

SUBJECT: Fibracast Proposal

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the General Manager to allow Fibracast to conduct testing consistent with its letter dated 10 September 2018, at no cost to VVWRA and for VVWRA to provide sufficient funding to ensure normal operation of the Hesperia Water Reclamation Plant (WRP) during the yearlong project if the City of Hesperia pays its outstanding user fees and remains current with its user fees.

REVIEW BY OTHERS

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

BACKGROUND INFORMATION

Fibracast has proposed to replace the membranes in one of two treatment trains with a more advanced version. Their estimate is that it could increase the capacity 20-50% of that membrane train. VVWRA staff met with the Town of Apple Valley, Town Manager and the City of Hesperia (City), City Manager to discuss the proposal. It was the consensus that the City of Hesperia has greater need for increased capacity due to their project to re-direct flow to the Hesperia WRP.

Staff contacted Fibracast and as part of the project the current membranes in train one will be placed in train two. During performance testing of the new Fibracast membranes in train one VVWRA will learn what the new capacity is of the WRP. The test may result in an increase of up to 500,000 gallons per day. This value will then be used to determine if additional membranes are required to meet the capacity needs for the City. Based on information provided by the City the WRP will require a capacity rating of approximately 1.7 mgd to meet state and federal regulations for an average dry weather flow of 1.4 mgd. Regardless, by participating in this study VVWRA will save significant amounts of funding that would have otherwise been required to increase capacity.

A second part of the study will determine if the new control systems and equipment will enable a reduction in energy expense due to reduced aeration of the membranes by 50%. This

improvement could be fully implemented at both WRP's and reduce operation and maintenance expenses.

Finally, Fibracast, in partnership with Carollo, would like to demonstrate a continuous membrane integrity monitoring program (CMIMP). The future of water use in California will be dependent on direct and indirect potable reuse (DPR/IPR). This will require robust monitoring to validate the integrity of the systems to purify the water. A new laser turbidimeter has been developed which will enable continuous monitoring. Turbidimeters are used throughout VVWRA's facilities and are costly to operate and maintain. If this technology proves to be robust the Authority may wish to deploy it at all its facilities to reduce operations and maintenance cost. Also, by participating in this study VVWRA may be able to position itself to perform DPR/IPR in the future if needed by the Member Entities.

In total, according to Fibracast's 24 September 2018 letter they would be investing approximately \$496,000.00. The projects would increase capacity (at no cost to VVWRA), reduce operations and maintenance cost and create the opportunity for DPR/IPR at the Hesperia WRP.

Fibracast has required that the Hesperia facility remain in full operation for a period of one year to complete the performance testing. Currently VVWRA anticipates operating the WRP through April 2019 and had then planned on idling it if the issues with the Joint Power Authority had not been resolved. Based on preliminary numbers staff believes that the facility will require between \$35,000 to \$50,000 a month to operate. The City of Hesperia paid \$1,031,499.37 in past due user fees on September 25th. Currently a bit over 1.2 million dollars remains in past due user fee charges and an unknown amount of connection fees.

FINANCIAL IMPACT

The FY18-19 unbudgeted amount would be approximately \$100,000 for May and June 2019. Staff believes that based on current progress on the JPA addendum that the issue with the JPA would be resolved in late 2018 or early 2019. It is also important to consider the investment made by Fibracast of approximately \$500,000.00.

RELATED IMPACTS

None.

TERM SHEET
FOR VVWRA MBR HESPERIA R&D AND DPR/IPR CONTINUOUS MONITORING
PROJECT
 [NOVEMBER , 2018]

This Term Sheet summarizes the principal terms of the contract between Victor Valley Water Reclamation Authority (“VVWRA”) and Fibracast Ltd (“Fibracast”) to Conduct membrane aeration and operational improvements and conduct continuous monitoring for forthcoming Direct and Indirect Potable Reuse (DPR/IPR) regulations.

Offering Terms

Project:

The oneyear project entails the use of train 1 of the Hesperia WWTP for conducting the R&D and continuous monitoring work. Details of the work to be done to modify train 1 into a FibrePlate2, new generation membranes are:

- Fibracast will replace the two FP400 cassettes in Train 1 of the Hesperia plant by two of our newest cassettes which are standardized with the new generation FP500 modules and fine bubble aerators. This equipment will remain the ownership of VVWRA after the test.
- In order to install the new cassettes, we will need to slightly modify the feed manifold of train 1, which consists of pipework .
- Fibracast will replace the existing turbidimeter by the newest Hach laser turbidimeter which is proving to be a reliable continuous testing instrument for MBRs.
- We will need to add a VFD to one of the blowers to be able to use lower air which will translate into energy savings for VVWRA.
- Of the 2 FP400 cassettes taken from train 1, one will be inserted into train 2 whereas the modules in the second cassette will be used to fill some of the empty spots of the 3 connected cassettes. This will double the flow capability of train 2.
- We will need remote data access to Train 1 data so as to allow for process optimization. This can be achieved by either VVWRA providing access to Train 1 or by Fibracast installing a separate data acquisition module on train 1.

The project will be made possible by a team of VVWRA, Carollo and Fibracast, each with his specific tasks:

- VVWRA team will operate the plant for 1 year according to standard MBR practices while working with the teams to carry out the process optimization steps and continuous monitoring. The water treated will be available for resell.
- Corollo team will lead the Continuous Monitoring and DPR/IPR certifications
- Fibracast team will lead the R&D work and process optimization and will work closely with the VVWRA operators to reduce operating costs.

Project Costs:

The costs to perform this work will be shared by VVWRA and Fibracast.

It is expected that VVWRA will bear the normal OPEX costs of operating the plant (manpower, utilities, chemicals, etc).

Fibracast will invest approximately \$540,000 into the project, divided into the following tasks:

- Capital costs for the cassettes, the piping modifications, the blower VFD , remote data access and the laser turbidimeter: \$240,000
- Laboratory testing for rejection: app. \$100,000
- Engineering review costs (Carollo) app. \$100,000
- Fibracast Manpower: app. \$100,000

It is expected that VVWRA will benefit from this work by:

- Reselling the treated wastewater
- Reducing the Opex costs of both Hesperia and Apple Valley by reducing energy costs
- Potentially get DPR/IPR credits at both wastewater facilities.

Contract Period:

Minimum 1 year, could be extended if beneficial to all parties.

Anticipated Operation Date: Beginning of site work: January 7, 2018. Plant start-up with the new cassettes: estimated: January 21 - 28, 2018

Equipment Ownership provision: After the one (1) year testing period, Fibracast will transfer all the new membranes and cassettes installed in Train 1 to VVWRA at no costs. If after 1 year, these membranes or cassettes fail, Fibracast will take them away and reinstall the old membranes and cassettes in train 1 at no cost to VVWRA,

Conditions of the Contract: By entering into this contract VVWRA agrees to operate the Hesperia train 1 for a minimum period of 1 year. This period can be extended if beneficial for both Parties.

VVWRA understands that train 1 will be used for R&D and that the operators will need to follow the operational procedures provided by Fibracast. If additional work is required to change processes, Fibracast will provide on-site assistance.

VVWRA will need to provide access to the data from Train 1 in such a way that the data can be analyzed, and trended efficiently. The current data access to the plant is not good enough to allow for R&D work and on-time process optimization. We have budgeted for a data acquisition module with remote access.

Signed:

Victor Valley Water Reclamation Authority

By: _____

Print Name: _____

Title: _____

Date: _____

FibraCast Ltd

By: _____

Print Name: Diana Mourato Benedek

Title: CEO

Date: _____



September 10, 2018

Mr. Logan Olds
 General Manager
 Victorvalley Water Reclamation Agency
 20111 Shay Road
 Victorville
 CA 92394

Dear Mr. Olds,

Fibracast is committed to continually improving its membranes. This has led to three improvements that Fibracast would like to demonstrate at a VVWRA subregional water reclamation plant. First, our research and development team has created a way to aerate our membranes to allow for an increase in membrane permeability and energy cost reductions. As part of our continuous improvement process, we also seek to foresee regulatory issues. The forthcoming Direct and Indirect Potable Reuse (DPR/IPR) regulations that are being investigated by the State Water Resources Control Board of California will provide future opportunities for membrane bioreactor plants.

Fibracast would like to propose to VVWRA to test our new membrane process improvement by installing fine bubble aerators in membrane train 1 of the Hesperia plant. From data obtained from full scale pilots and in a full-scale Municipal Plant in Ohio, we believe that this small modification to the cassette would represent a potential increase in capacity of the membranes by 20 to 50% and could reduce the membrane blower energy by 50%. Once confirmed in train 1, VVWRA will have enough information to either install the fine bubble aerators in the other trains or if the test fails to demonstrate a significant improvement, Fibracast would easily re-install the current aerators. We believe that this test will demonstrate a significant return on investment that will increase hydraulic capacity at a nominal cost. An increased membrane flux rate would mean lower costs to expand the plant when it needs to treat more flow and the reduction in power costs will be an immediate financial savings to the Agency.

VVWRA owns the most advanced MBR in the world, not just operating a high efficiency MBR but also using the Fibracast Membranes which will be introduced at WEFTEC, this year, as the Membranes of the Future. The Carollo/Black & Veatch/ Fibracast team would also like to showcase the VVWRA plant and use the same Train 1 at the Hesperia water reclamation plant, to test a continuous membrane integrity monitoring program (CMIMP) using a laser turbidimeter and in parallel carry out virus and parasite log removal tests which will enable the plant to be accredited for direct potable or indirect potable reuse (DPR or IPR), if it is of interest to VVWRA's Member Entities in the future.

Finally, in the last 8 months Fibracast has significantly improved the quality of its membranes and although the current membranes are more than adequate to meet VVWRA regulatory

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demands and design specifications, we would offer to replace the 2 cassettes in Train I, at no cost to VVWRA, with the new membranes which will have improved virus log removals. This will be important, since the data obtained from the plant will help Carollo and Black & Veatch write the future California regulations for DPR and IPR and they will be publishing the data.

For the reasons mentioned above our first preference is to carry out this one year test at the Hesperia or Apple Valley water reclamation plant. Fibracast is aware that the Authority currently does not have the resources to staff or operate and maintain the subregionals. However VVWRA staff has been able to complete start up at one facility and is transitioning to the Hesperia subregional. It is Fibracast's hope that the VVWRA Board would enable this groundbreaking membrane bioreactor research to occur at one of these facilities. If however VVWRA is not able to commit to operate one of the sub-regionals for 1 year we will fully understand and will make the offer to another California facility. Since the regulations are being developed as we speak time is of the essence to conduct this test. Once we have VVWRA's approval and commitment we could initiate this work within 4 to 6 weeks. Please let us know your decision.

Sincerely

Diana Mourato Benedek, PhD



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2018

September 24,

Mr. Logan Olds
General Manager
Victorvalley Water Reclamation Agency
20111 Shay Road,
Victorville
CA 92394

Dear Mr. Olds,

This letter is an addendum to our September 10th, 2018 letter.

We thank you for favorably considering our suggestion to conduct the one year testing at your Hesperia plant. Now that we fully understand the details of the modifications, we would like to provide you with the additional specifications below:

- Fibracast will replace the two FP400 cassettes in Train 1 of the Hesperia plant by two of our newest cassettes which are standardized with the new generation FP500 modules and fine bubble aerators.
- In order to install the new cassettes, we will need to slightly modify the feed manifold of train 1.
- Fibracast will also replace the existing turbidimeter by the newest Hach laser turbidimeter which is proving to be a reliable continuous testing instrument for MBRs.
- Of the 2 FP400 cassettes taken from train 1, one will be inserted into train 2 whereas the modules in the second cassette will be used to fill some of the empty spots of the 3 connected cassettes. This will double the flow capability of train 2.

Fibracast is ready to invest into this one-year demonstration using Carollo and Black & Veatch to approve the experimental work since we believe that the FibrPlate2 ultrafilters will perform well in rejecting viruses and parasites and will be a strong player once the DPR/IPR regulations are in place.

Fibracast's investment into this work will be approximately \$ 500,000, divided into the following tasks:

- Capital costs for the cassettes, the piping modifications and the laser turbidimeter: \$216,000
- Laboratory testing for rejection: app. \$80,000

- Engineering review costs (Carollo and B&V): app. \$120,000
- Fibracast Manpower: app. \$80,000

The modifications made by Fibracast to the plant will be of great benefit to VVWRA. The Hesperia plant will be able to treat more than the contracted flow, the energy costs to operate the blower on Train 1 will be lower and the plant operators will appreciate the new cassette that was designed specifically to be easier to assemble when needed.

We are looking forward to hear back from you. Once we have VVWRA's approval and commitment we could initiate this work within 4 to 6 weeks. Please let us know your decision.

Sincerely



Diana Mourato Benedek, PhD



Diana Mourato Benedek, PhD
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October 2, 2018

Logan Olds
General Manager
Victor Valley Wastewater Reclamation Authority

Subject: Pathogen Removal by Fibracast MBR

Dear Logan:

Membrane bioreactors (MBRs) are one of a handful of critical technologies for water reuse. Within the western US, MBRs are now being paired with reverse osmosis (RO) and other technologies for potable water reuse applications. A key factor when applying MBR to potable reuse is to rigorously document the pathogen (virus and protozoa) reduction of MBR, defining the acceptable MBR operational "window" that results in robust and reliable performance.

To that end, Carollo is pleased to participate in a collaborative MBR pathogen removal study with VVWRA, Fibracast, and Black and Veatch. This forthcoming work will define the removal of virus and protozoa by the Fibracast MBR, along with determining acceptable operations and maintenance procedures and monitoring systems to provide confidence in reliable and robust pathogen removal by MBR. The work will be done in parallel with ongoing State of California efforts to validate MBRs for potable reuse (per new Water Research Institute efforts). For this work, Carollo Engineers, Inc. will be contracted by Fibracast to review test protocols and assist in the testing and analysis related to VVWRA.

To be clear, this work could not be done without the support of VVWRA, and we are grateful for your support.

Sincerely,

CAROLLO ENGINEERS, INC.

Andrew Salveson, P.E.
Vice President
Water Reuse Practice Director



WATER
OUR FOCUS
OUR BUSINESS
OUR PASSION



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

15 November 2018

FROM: Logan Olds, General Manager *LO*
TO: Board of Commissioners
SUBJECT: WDR Permit Assistance for the Hesperia Subregional Water Reclamation Plant

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the General Manager to retain the professional services of Larry Walker and Associates to assist VVWRA with the Hesperia Waste Discharge Requirement (WDR) permit negotiations in an amount not to exceed \$24,710.00, twenty-four thousand seven hundred and ten dollars.

REVIEW BY OTHERS

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

BACKGROUND INFORMATION

Larry Walker and Associates (LWA) prepared the original Report of Waste Discharge (ROWD) for Lahontan Regional Water Quality Control Board (Lahontan) for the Apple Valley and Hesperia water reclamation plants (WRP's). The City of Hesperia submitted a letter indicating their intent to transfer an additional 200,000 gallons per day to the Hesperia WRP. This will require negotiating a revision to the Hesperia WDR with Lahontan. Due to LWA's knowledge of the process and details associated with the issuance of the original permit staff recommends retaining their professional services.

The two key items will be to increase the permitted capacity of the Hesperia WRP and to remove the City of Hesperia (City) as a "producer/discharger" from the permit. Should an incident occur at the WRP the City could be held liable by Lahontan. With the resolution of the property issue the City can now be removed from the WDR permit. As an aside the Town of Apple Valley (Town) is listed as a "producer/discharger" because the Town retained ownership of the land and issued an easement to VVWRA for the WRP and percolation ponds.

VVWRA staff has contacted Lahontan and scheduled a meeting to discuss the WDR issues and permitting timeline on November 16th. Lahontan has indicated that they may be willing to allow an "experimentation" period that would be consistent with the Fibrecast testing. This would benefit VVWRA in that the new capacity rating could be postponed until the testing phase is completed. In the interim the ROWD would be filed and held in abeyance.

FINANCIAL IMPACT

This is an unbudgeted capital expenditure, funds would come from available capital cash.

Finance Approval:

Fund		01 []	07 []	09 [X]
Account String	<i>example: 07-02-50-9000</i>	09-54-300-8130		
Project Code	<i>example: C005 for Desert Knoll Wash</i>	C101		
Budgeted Available before This Recommendation	\$ 0			
Budget Applied to This Staff Recommendation	\$ 24,710.00			
Budget Remaining (Over Budget)	\$ (24,710.00)			

RELATED IMPACTS

None



October 9, 2018

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

Subject: Scope of Work for WDR Permit Assistance for the Hesperia Subregional Reclamation Plant

Dear Logan:

We have prepared a scope of work to assist VVWRA with the amendment of the Waste Discharge Requirements (WDRs) for the Hesperia Subregional Reclamation Plant (HSRP) to increase the permitted flow from 1 MGD to 2 MGD. The HSRP is currently regulated by Order No. 2013-R6V-0013 which includes an annual flow limit of 1 MGD. However, VVWRA anticipates that flows up to 2 MGD. Larry Walker Associates (LWA) would be pleased to assist VVWRA in coordinating with the Regional Board, preparation of the needed documentation, review of the Draft Permit and the Tentative Order and negotiation needed to reissue the WDRs. This work effort will be conducted according to the tasks described under the Scope of Work. An estimated budget and schedule are also provided.

Scope of Work

Task 1 – Coordinate with Regional Board

LWA will prepare for and participate in a meeting with Lahontan Regional Board staff to discuss the need to amend the WDRs to allow for flows up to 2 MGD and remove the City of Hesperia as a co-permittee. LWA will review other permit requirements and documentation prepared to support the 2013 WDR adoption in preparation for the meeting. This will include review of antidegradation analyses conducted, Title 22 Engineering Report, available effluent data and any other relevant reports. During the meeting, the Regional Board will be asked to provide input on information necessary to modify the permit.

Task 2 – Prepare Necessary Documentation

LWA will complete the documentation needed to request the WDR modification. This may include State of California ROWD required Form 200 along with other information

that may be requested by the Regional Board as a follow-up to the meeting conducted in Task 1. LWA will review available effluent and groundwater data to determine if it is likely that other permit conditions (e.g. effluent limitations) are likely to change. In addition, LWA will review recycled water requirements to determine if additional information needs to be provided or if the Division of Drinking Water (DDW) needs to be consulted regarding the flow modification. The above information will be assembled for submittal to the Regional Board and DDW if necessary.

For issues that may be identified based on Regional Board or DDW requests, LWA will conduct additional analysis besides preparing forms, providing basic process descriptions and compiling data. An example of supplemental information could be additional antidegradation analysis for 2 MGD or additional information for DDW. The budget for is based on preparing two brief memorandums.

Task 3- Review and Comment on Tentative Order

LWA will review and assess the compliance ramifications of the Tentative Order (public draft of the proposed NPDES permit). LWA will provide written comments on the Tentative Order to VVWRA staff and assist in the preparation of VVWRA's comment letter and technical responses to Regional Board staff.

Task 4 - Attend meetings with Regional Board staff on the proposed permit

LWA will attend one meeting with Regional Board staff after receipt of the Tentative Order. LWA will assist VVWRA staff in the preparation for these meetings, including the development of meeting materials, agendas, technical arguments, etc.

Task 5 – Prepare for and attend Regional Board hearing

Prior to the Regional Board hearing on the WDRs, LWA will work with VVWRA staff to prepare for the hearing. The budget assumes that LWA will not need to attend the permit hearing.

Task 6– Project Management

LWA will prepare summary information regarding budget and schedule and conduct other tasks pertaining to management and administration of the contract. In addition, LWA will coordinate with VVWRA staff regarding permit renewal strategies and other project elements.

Budget and Schedule

The above tasks will be conducted for a cost not to exceed \$24,800 on a time and materials basis according to our standard billing rates, which are attached. Our billing rates typically change on July 1st of each year. A cost breakdown by task is shown below.

VVWRA Hesperia WDR Renewal
 Larry Walker Associates, Inc.
 Cost Estimate

Task No.	Task Description	LWA Hours				Labor Costs	Direct Costs(1)	LWA Costs
		Associate	Project Engineer	Contract Admin.	Total Hours			
		\$258	\$200	\$155				
1	Coordinate with Regional Board	8	6		14	\$3,264	\$500	\$3,764
2	Prepare Necessary Documentation	8	32		40	\$8,464		\$8,464
3	Review and Comment on Tentative Order	4	8		12	\$2,632		\$2,632
4	Attend meeting with Regional Board	8	4		12	\$2,864	\$1,200	\$4,064
5	Prepare for RB hearing	4	4		8	\$1,832	\$500	\$2,332
6	Project Management	8		8	16	\$3,304	\$150	\$3,454
TOTAL FOR ALL TASKS		40	54	8	102	\$22,360	\$2,350	\$24,710

(1) Direct costs include conference calls, travel and printing.

Assuming a Notice to Proceed by November 1, 2018 and that data and other documents are provided by VVWRA in a timely manner, LWA has the staff and resources available to complete the ROWD to allow submittal by February 2018. LWA will be prepared to review and comment on the Administrative Draft and Tentative Order (Tasks 7 and 8) when each becomes available. Timing with respect to the supplemental information will be dependent on the nature of the information to be prepared and any deadline imposed by Regional Board staff for submittal of this information.

Again, we thank you for the opportunity to provide this proposal for services and look forward to the opportunity to continue to work with you on this important project. Please contact me if you have any questions or suggested changes to the scope, budget or schedule presented herein.

Sincerely,

Betsy Elzufon
 Associate

LARRY WALKER ASSOCIATES

Rate Schedule Effective July 1, 2018 – June 30, 2019

PERSONNEL	Rate \$/Hour	REIMBURSABLE COSTS	
Project Staff			
Melanie Andreacchi	\$ 88		
Alta Ljung	\$ 88		
Kim Turner	\$ 88		
Tina Van Carpels	\$ 88		
Adriana Stovall	\$113		
Michelle Benson	\$155		
Kathryn Walker	\$155		
Olin Applegate	\$170		
Katrina Arredondo	\$170		
Jenny Bayley	\$170		
Nima Jabbari	\$170		
Adriel Leon	\$170		
Amir Mani	\$170		
Danielle Moss	\$180		
Jeff Walker	\$180		
Elizabeth Yin	\$180		
Masih Akhbari	\$200		
Bryant Alvarado	\$200		
Alina Constantinescu	\$200		
Reni Keane-Dengel	\$200		
Airy Krich-Brinton	\$200		
Mike Marson	\$200		
Steve Maricle	\$200		
Hope M. Taylor	\$200		
Senior Staff			
Kristine Corneillie	\$232		
Diana Engle	\$232		
Laura Foglia	\$232		
Gorman Lau	\$232		
Will Lewis	\$232		
Shelli St. Clair	\$232		
Amy Storm	\$232		
Rachel Warren	\$232		
Associate			
Denise Conners	\$258		
Betsy Elzufon	\$258		
Paul Hartman	\$258		
Sandy Mathews	\$258		
Mitch Mysliwicz	\$258		
Claus Suverkropp	\$258		
Mike Troughon	\$258		
Principal			
Karen Ashby	\$283		
Chris Minton	\$283		
Mack Walker	\$283		
Brian Laurenson	\$294		
Ashli Cooper Desai	\$309		
Tom Grovhoug	\$309		
		Travel:	
		Local mileage	Current IRS rate
		Transportation	Actual expense
		Auto rental	Actual commercial rate
		Fares	Actual expense
		Room	Actual expense
		Subsistence ⁽¹⁾	\$48 per day
		The rate for each meal as follows: ⁽¹⁾	
		Breakfast	\$ 9
		Lunch	\$13
		Dinner	\$21
		Incidentals	\$ 5
		Report Reproduction and Copying:	
		Actual outside expense	
		Per black and white copy, in-house	\$0.08
		Per color copy, in-house	\$0.89
		Per binding, in-house	\$1.95
		Special Postage and Express Mail:	
		Actual expense	
		Other Direct Costs:	
		Actual expense	
		Daily Equipment Rental Rates:	
		Single parameter meters & equipment	\$ 30
		Digital Flow Meter	\$ 60
		Multi-parameter field meters & sondes	\$100
		Dye/tracer mapping or residence time	\$200
		Multi-parameter continuous remote sensing	\$ 40
		Subcontractors:	
		Actual expense plus 10% fee	
		Note: ⁽¹⁾ Charged when overnight lodging is required.	

Revised 8/3/18



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

MEMORANDUM

DATE: 18 October 2018

TO: Board of Commissioners

FROM: Logan Olds, General Manager

SUBJECT: Hesperia Water Reclamation Plant Capacity

The City of Hesperia (City) has submitted a letter to VVWRA requesting additional capacity at the Hesperia Water Reclamation Plant (WRP). The City is planning to relocate existing flows from the City wastewater collection system on Amargosa Road to the WRP. Currently this flow crosses interstate 15 further North at Verde Street (see attachment) and a new more southerly interceptor will convey the wastewater to the City interceptor on Fresno Street which will then flow to the WRP. The City is currently beginning construction phasing on the new sewer interceptor.

The current Waste Discharge Requirement (WDR) permit limits the WRP to produce no more than one million gallons per day (mgd) of recycled water. Further the Water Code requires that when a facility is within 20% of its permitted discharge that the utility must begin plans to increase the capacity of the facility. Therefore, VVWRA will need to submit a new Report of Waste Discharge (ROWD) to Lahontan Regional Water Quality Control Board (Lahontan) to begin the process of revising the existing WDR permit for the WRP.

Typically, VVWRA accommodates growth flows and provides capacity to the Member Entities gradually. In this instance the City has the ability to relocate approximately 200,000 gallons per day (gpd) at one time. This would mean that the WRP could receive as much as 1.6 million gallons per day (mgd), average dry weather flow (ADWF). The facility must return solids to the interceptor system and sufficient carrier wastewater to ensure that solids do not accumulate and cause odor and corrosion issues. VVWRA staff is currently experimenting with the Apple Valley WRP to learn this volume. Prior studies indicate that between 10-20% carrier wastewater should be sufficient. Currently the City of Hesperia sends approximately 1.92 mgd to the regional plant.

Fibracast, the membrane supplier for the WRP's, is interested in conducting performance testing of a new membrane at one of the VVWRA WRP's. If successful, this membrane may increase capacity by 20-50%. This would result in a substantial cost savings for VVWRA. The proposal by Fibracast is covered under a separate item on the 18 October 2018 agenda.



City of Hesperia

Gateway to the High Desert

September 26, 2018

VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

Attn: Logan Olds, General Manager
20111 Shay Road
Victorville, CA 92394

RE: Request to Increase Capacity at the Hesperia Subregional Water Recycling Facility

Dear Mr. Olds:

Currently the Hesperia Subregional Water Recycling Facility (HSWRF) is permitted to produce a maximum of 1.0 MGD of recycled water. The City of Hesperia is working on a plan to divert existing wastewater flows on the west side of Interstate 15 to the east side of Interstate 15 and to direct these flows to the HSWRF. This proposed additional flow to the HSWRF would cause the facility to exceed the current permitted capacity of the HSWRF.

Therefore, the City is requesting that the Victor Valley Wastewater Reclamation Authority (VWVRA) submit a proposal to the Lahontan Regional Water Quality Control Board requesting an increase to the permitted capacity of the HSWRF. The City is requesting an increase from the current maximum of 1.0 MGD to a new maximum of 1.7 MGD.

As you may be aware, the City is nearing completion on the new recycled water distribution system and is continuing to look at ways to increase the beneficial use of this valuable resource while simultaneously preserving the limited supply of potable water. The increase in capacity at the HSWRF would be another step in meeting this objective.

Thank you very much. We look forward to working with the VWVRA to move this process along. Please call Michael Blay, Assistant City Manager at (760) 947-1901 if you need anything from the City in regard to this matter or if you have any questions.

Sincerely

Nils Bentsen
City Manager

Bill Holland, Mayor
Rebekah Swanson, Mayor Pro Tem
Larry Bird, Council Member
Jeremiah Brosowski, Council Member
Paul Russ, Council Member

9700 Seventh Avenue
Hesperia, CA 92345
760-947-1000
TD 760-947-1119

Nils Bentsen, City Manager

www.cityofhesperia.us

RESOLUTION NO. 2018-17

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

WHEREAS, James Kennedy served as the primary representative for the City of Victorville on the Victor Valley Wastewater Reclamation Authority (VWVRA) Board of Commissioners from December 2012 to December 2018; and

WHEREAS, Mr. Kennedy's knowledge, experience and accomplishments as an elected official and public servant of the City of Victorville were invaluable during the term of his service on the VWVRA Board of Commissioners for six consecutive years; and

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

WHEREAS, Mr. Kennedy'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 JAMES KENNEDY 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 15th day of November 2018.

Jeff Rigney, Chair
VWVRA Board of Commissioners

APPROVED AS TO FORM:

Piero C. Dallarda of
Best Best & Krieger LLP

Jim Kennedy, Secretary
VWVRA 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. 2018-17, adopted by the Board of Commissioners of said Authority at its meeting of November 15, 2018.

Kristi Casteel
Secretary to the Board of Commissioners

Victor Valley Wastewater Reclamation Authority



Financial and Cash Report

October 2018

Victor Valley Wastewater Reclamation Authority
CASH AND RESERVE SUMMARY
 October 29, 2018

G/L Account	Description	Balance
1000	DCB Checking Account	\$ 1,113,000
1030	DCB Sweep Account	463,459
1075	Cal TRUST	6,133,276
1070	LAIF	3,048,060
	Total Cash	\$ 10,757,795

\$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	2,844,844	2,844,844		
Reserve for SRF Payments (P& I) - Capital	2,440,246	2,440,246		
Available for O&M	1,082,285	-		
Total Cash	\$ 10,757,795	\$ 5,285,090	\$ 4,390,420	\$ -

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	640,818	960,452	\$ 2,844,844
Reserve for SRF Payments (P& I) - Capital	1,348,576	-	67,908	409,703	614,059	2,440,246
	\$ 2,130,680	257,745	271,633	1,050,521	1,574,511	\$ 5,285,090

Victor Valley Wastewater Reclamation Authority
Statement of Net Position
October 31, 2018

<i>Assets and Deferred Outflows of Resources</i>	2018
Current assets:	
Cash and cash equivalents	\$ 10,637,069
Interest receivable	6,276
Accounts receivable	5,411,580
Receivable from FEMA Grants	3,872,242
Accounts receivable - Other	6,642
Allowance for Doubtful Accounts	(89,459)
Materials and supplies inventory	83,104
Prepaid expenses and other deposits	184,077
Total current assets	20,111,531
Fixed assets:	
Capital assets not being depreciated	3,099,580
Capital assets being depreciated	196,979,760
Total capital assets	200,079,340
Total assets	220,190,871
Deferred outflows of resources	
Deferred outflows of resources - pension	1,743,035
Total	\$ 221,933,906
<u>Liabilities, Deferred Inflows of Resources, and Net Position</u>	
Current liabilities:	
Accounts payable and accrued expenses	\$ 313,992
Accrued interest on long-term debt	64,084
Long-term liabilities - due within one year:	
Compensated absences	48,647
Loans payables	1,849,149
Other payables	(7,010)
Total current liabilities	2,268,862
Non-current liabilities:	
Long-term liabilities - due in more than one year:	
Compensated absences	239,372
Other post employment benefits payable	1,419,041
Loans payable	85,650,298
Net Pension Liability	5,011,624
Other payables	352,320
Total non-current liabilities:	92,672,655
Total liabilities	94,941,517
Deferred inflows of resources	
Deferred inflows of resources - pension	165,023
Net position:	
Net investment in capital assets	122,731,832
Restricted for SRF loan covenant	5,285,091
Unrestricted	1,189,544
Decrease in net position FY 19	(2,379,101)
Total net position	126,827,366
Total	\$ 221,933,906

Victor Valley Wastewater Reclamation Authority
Revenues and Expenses
Operations and Maintenance
For the Month Ended October 31, 2018

	Actual October 2018	YTD Actual FY 18-19	Approved Budget FY 18-19
REVENUES			
User Charges	\$ 1,116,150	\$ 4,494,206	\$ 13,661,700
Sludge Flow Charge	9,260	33,751	120,000
High Strength Waste Surcharges	-	3,282	20,000
ADM FOG Tipping Fee Revenue	22,300	96,441	200,000
Septage Receiving Facility Charges	63,601	221,689	550,000
Reclaimed Water Sales	567	2,370	25,000
Potable Well Water Sales	52	205	-
Leased Property Income	50	200	-
Interest	119	479	-
Pretreatment Fees	3,800	18,500	50,000
Finance Charge	-	-	-
Grant - FEMA/Cal-EMA	-	-	-
Grant - Proposition 1	-	-	-
Grant- Water Recycling	-	-	-
Grant- CEC Microgrid	-	-	-
Sale of Assets, Scrap, & Misc Income	-	456	1,200
Total REVENUES	<u>\$ 1,215,899</u>	<u>\$ 4,871,579</u>	<u>\$ 14,627,900</u>
EXPENSES			
Personnel	\$ 327,124	\$ 1,585,047	\$ 4,080,784
Maintenance	152,565	490,852	2,194,767
Operations	163,298	876,872	3,151,072
Administrative	63,157	430,499	2,183,749
Construction	10	8,810	-
Total EXPENSES	<u>\$ 706,154</u>	<u>\$ 3,392,080</u>	<u>\$ 11,610,372</u>
Revenues over Expenses before Depreciation, Debt Service and Transfers	<u>\$ 509,745</u>	<u>\$ 1,479,499</u>	<u>\$ 3,017,528</u>
Depreciation Expense	<u>(1,041,491)</u>	<u>(4,160,459)</u>	<u>-</u>
FEMA CalOES Retention	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 747,034</u>
DEBT SERVICE			
SRF Principal	\$ -	\$ -	\$ 2,094,805
SRF Interest	-	-	762,842
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,857,647</u>
FUND TRANSFERS IN			
Salary/Benefits Charge from Capital	\$ 8,930	\$ 35,718	-
Admin Charge from Capital	3,393	13,573	-
Total FUND TRANSFERS IN	<u>\$ 12,323</u>	<u>\$ 49,291</u>	<u>\$ -</u>
FUND TRANSFERS OUT			
Transfer to Repairs and Replacements Fund	\$ -	\$ -	\$ 2,749,326
Inter-fund loan payment to Capital	-	-	-
Total FUND TRANSFERS OUT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,749,326</u>
Excess Revenues Over Expenses	<u>\$ (519,423)</u>	<u>\$ (2,631,669)</u>	<u>\$ (1,842,411)</u>

Victor Valley Wastewater Reclamation Authority
Revenues and Expenditures
Repairs and Replacement
For the Month Ended October 31, 2018

	Actual October 2018	YTD Actual FY 18-19	Approved Budget FY 18-19
REVENUES			
R&R Revenues	\$ -	\$ -	\$ -
Total REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER FINANCING SOURCES			
SRF Loan Funding	\$ -	\$ -	\$ -
CAPITAL EXPENSES			
Personnel	\$ -	\$ -	\$ -
Maintenance	11,362	66,365	1,204,326
Operations	-	-	25,000
Administrative	-	36,503	150,000
Construction	28,815	38,265	1,370,000
Total CAPITAL EXPENSES	<u>\$ 40,177</u>	<u>\$ 141,133</u>	<u>\$ 2,749,326</u>
Revenues over Expenses before Debt Service and Transfers	<u>\$ (40,177)</u>	<u>\$ (141,133)</u>	<u>\$ (2,749,326)</u>
FUND TRANSFERS IN			
Transfer from Operations and Maintenance Fund	\$ -	\$ -	\$ 2,749,326
Interfund Loan Payment from O&M	-	-	-
Total FUND TRANSFERS IN	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,749,326</u>
FUND TRANSFERS OUT			
Salary/Benefits Charge to O & M	\$ -	\$ -	\$ -
Admin Charge to O & M	-	-	-
Total FUND TRANSFERS OUT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Excess Revenues Over Expenses	<u>\$ (40,177)</u>	<u>\$ (141,133)</u>	<u>\$ -</u>

Accrual Basis

Victor Valley Wastewater Reclamation Authority
Revenues and Expenditures
CAPITAL
For the Month Ended October 31, 2018

	Actual October 2018	YTD Actual FY 18-19	Approved Budget FY 18-19
REVENUES			
Connection Fees	\$ 125,330	\$ 441,330	\$ 2,000,000
Title 16 Grant - Subregional	-	-	-
Grant- Water Recycling	-	-	-
Sale of Assets, Scrap, & Misc Income	-	-	-
Interest	15,625	49,063	35,000
Proposition 1 Grant	-	-	-
Proposition 84 Grant	-	-	-
FMV Adjustment	-	2,886	-
CEC Microgrid Grant	-	-	-
Grant - FEMA/Cal-EMA	-	-	3,105,375
Total REVENUES	<u>\$ 140,955</u>	<u>\$ 493,279</u>	<u>\$ 5,140,375</u>
CAPITAL EXPENSES			
Personnel	\$ -	-	\$ 378,554
Maintenance	-	-	-
Operations	-	-	170
Administrative	-	(2,054)	-
Construction	-	39,648	430,000
Total CAPITAL EXPENSES	<u>\$ -</u>	<u>\$ 37,594</u>	<u>\$ 808,724</u>
Revenues over Expenses before Debt Service and Transfers	<u>\$ 140,955</u>	<u>\$ 455,685</u>	<u>\$ 4,331,651</u>
DEBT SERVICE			
SRF Principal	\$ -	-	\$ 2,002,675
SRF Interest	-	12,693	437,219
	<u>\$ -</u>	<u>\$ 12,693</u>	<u>\$ 2,439,894</u>
FUND TRANSFERS IN			
Capital Recovery - Septage from O&M	\$ -	-	\$ -
Interfund Loan Payment from O&M	-	-	-
Total FUND TRANSFERS IN	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FUND TRANSFERS OUT			
Salary/Benefits Charge to O & M	\$ 8,930	\$ 35,718	\$ -
Admin Charge to O & M	3,393	13,573	-
Total FUND TRANSFERS OUT	<u>\$ 12,323</u>	<u>\$ 49,291</u>	<u>\$ -</u>
Excess Revenues Over Expenses	<u>\$ 128,632</u>	<u>\$ 393,701</u>	<u>\$ 1,891,757</u>

Accrual Basis

VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
SRF LOAN SUMMARY
 October 31, 2018

Existing 9.5 MGD Capital Improvements	Existing 11 MGD Expansion	Existing North Apple Valley Interceptor	Existing Phase IIIA Regulatory Upgrades	Existing UN Replacement Project	Existing Nanticoke Pump Station Bypass	Existing Apple Valley Sub-Regional	Existing Hesperia Sub-Regional	Existing Total Agreed SRF Loans
\$ 4,069,859.00	\$ 11,430,726.00	\$ 4,084,688.00	\$ 18,581,561.00	\$ 4,286,380.00	\$ 4,495,212.79	\$ 27,129,023.47	\$ 40,658,809.92	\$ 114,736,260.18
2.60%	0.00%	2.50%	2.70%	1.90%	1.90%	1.00%	1.00%	Varies
n/a	1,905,159.00	n/a	3,000,000.00	n/a	n/a	n/a	n/a	1,905,159.00
4,069,859.00	9,525,567.00	4,084,688.00	15,717,667.66	4,286,380.00	4,495,212.79	27,129,023.47	40,658,809.92	3,000,000.00
265,049.56	579,869.96	258,151.05	1,027,609.73	257,745.38	271,632.70	1,050,520.94	1,574,511.25	109,967,207.84
September 15	April 3	February 13	June 30	December 31	June 30	February 28	February 28	5,285,090.57
20	20	20	20	20	20	30	30	Varies
1	4	6	14	15	19	30	30	Varies
								Varies
258,332.81	2,218,127.17	1,421,928.33	11,848,942.94	3,187,940.73	4,298,323.84	27,129,023.47	40,658,809.92	91,021,429.21
3,811,526.19	7,307,439.83	2,662,759.67	3,868,724.72	1,098,439.27	196,888.95	-	-	18,945,778.63
1,167,477.10	1,803,806.32	951,357.03	2,239,158.53	110,860.41	74,743.75	-	-	6,347,403.14
Sept. 15, 2000	April 3, 2003	Feb. 13, 2005	June 30, 2013	Dec. 31, 2016	Jun 30, 2018	February 28 2019	February 28 2019	Varies
Sept. 15, 2019	April 3, 2022	Feb. 13, 2024	June 30, 2032	Dec. 31, 2032	Jun. 30, 2037	February 28, 2048	February 28, 2048	Varies
2.544%	1.850%	2.499%	2.700%	1.900%	1.900%	1.00%	1.00%	Varies

SRF LOANS

Original Amount Financed
 SRF Interest Rate (fixed)
 Local Match Amount
 Principal Forgiveness
 SRF Amount Borrowed
 Annual Payment Amount
 Annual Payment Due Date
 Loan Term (years)
 Years remaining

DEBT SERVICE

Loan Outstanding Balance
 Principal Paid to Date
 Interest Paid to Date
 First Payment Date
 Final Payment Date
 Effective interest rate

* An imputed interest rate is 1.707% per annum.

Victor Valley Wastewater Reclamation Authority
Flow Study
For the Month Ended September 30, 2018

Measured by ADS	Percentage of Total %	September Monthly MG
VSD 1 (less North Apple Valley)	5.8603%	20.1152
VSD 2	14.5143%	49.8200
VSD 3	24.8675%	85.3570
VSD 4	6.3671%	21.8550
VSD 5	0.6124%	2.1020
VSD 6	6.5145%	22.3610
VSD Total	58.7361%	201.6102
Apple Valley 01	10.7852%	37.0200
Apple Valley 02	5.6362%	19.3460
Apple Valley North	0.0880%	0.3020
Apple Total	16.5094%	56.6680
Hesperia	19.4321%	66.7000
CSA 64 SVL	4.6791%	16.0610
CSA 42 Oro Grande	0.6433%	2.2080
CSA Total	5.3224%	18.2690
Total Apportioned Flow	100.0000%	343.2472
Mojave Narrows Regional Park		0.1000
Total Study Flow		343.3472

Victor Valley Wastewater Reclamation Authority



Operations and Maintenance Report

October 2018

VWRA O&M Monthly Report – October 2018

Page 1 of 10

**Victor Valley Wastewater Reclamation Authority
Operations and Maintenance Report
October 2018**

TO: Logan Olds, General Manager
FROM: Operations & Maintenance Staff
SUBJECT: OPERATIONS/MAINTENANCE REPORT
DATE: November 3, 2018

The following information details the operation of the Victor Valley Wastewater Reclamation Authority Facility. Included in this report is pertinent information regarding flows, process control information, process sampling, permit requirements, operations activities, and facility maintenance activities. This report is based on O&M activities for October 2018.

	Total	Average
Effluent to Mojave	86.377	2.786
Effluent to Ponds	218.94	4.96
		Limit
Biochemical Oxygen Demand (BOD)		10 mg/l
Effluent to Mojave	<4.5	
Percent Removal	>98.82%	
		Limit
Total Suspended Solids (TSS)		10 mg/l
Effluent to Mojave	<2.0	
Percent Removal	>99.53%	
		Limit
Turbidity		2.0 ntu
30 Day Average	0.43	

Major Operations Activities

Headworks

The Headworks area operated as intended throughout the month with normal equipment maintenance performed on a weekly basis.

Primary Treatment

Overall removal efficiency of the primary clarifiers was 50.88% removal of influent BOD and 72.29% removal of TSS. Typical operating parameters are 25 to 35 percent removal of BOD and 50 to 60 percent removal of TSS. The primary sludge concentration averaged 2.98% total solids at 67,366.5 gallons per day.

Primary clarifiers: #1,#3,#4 #5, #6 and #8 are currently online and continue to treat all incoming flow. Primary #2 and #7 remained offline for the month. With two clarifiers off line, the remaining 6 primary clarifiers are capable of treating peak flows up to 23 MGD.

The digester gas conditioning system remains online. The system will prevent premature wear and tear on engines #2 & #3 by removing siloxanes by the addition of ferric chloride. The system increases fuel pressure to the blower gas system, allowing for more output from the blower engine. Digester #4 and 5 gas is mixed and sent to the gas conditioning system. This all but eliminates the use of Natural gas to run engines #2 and #3.

Staff continues to add ADM/ Grease to Daft #3 from Primaries and truck deliveries where it is then feed it to Digesters #4 and #5. This operation is assisting in additional grease removal from the primary clarifiers and increased gas production in the anaerobic digesters.

Secondary Process

Secondary Clarifiers #1 thru #6 are currently offline, not needed at this time.

Aeration basins #1 thru 12 have been retrofitted with the new Aquarius diffusers and are currently performing very well reducing the RPM's on the Piller blower. Currently basins #1-6 and 7-12 are online.

Pillar #1 is supplying air to basins #1-6, mixed liquor channel and aerated grit chamber. Piller #6 is supplying air to AB's #7-12.

Staff continues to monitor the solids under aeration and SVI to compare against the SRT Master Control Program. The SRT Master program is performing well. The secondary process has been performing well as a result of the SRT Master Control Program. Nitrogen studies performed by VVWRA staff produced results below regulatory requirements.

Thioguard was not used during the month.

Secondary turbidity averaged 1.62 (NTU) during the month of October 2018
The 30 minute settleometer test averaged 78.4 mL/L.
The average "pop time" of the MLSS was >88 min.

Percolation Ponds

South percolation ponds #7, #8, #10, #11, #12 and #13 were used and rotated during the month.

All Percolation Pond freeboard level requirements have been met during the month. All ponds are being rotated on a daily basis. Percolation Pond #6 remains off line and drained to minimal levels. No flow seepage has been observed. The north percolation ponds were used sparingly during the month.

Tertiary Filters

Aqua Diamond Filters #1 and #2 were utilized for the month of October. Filter Effluent average Turbidity of 0.55 NTU.

Solids

Digesters #1, #2 and #3 remain off line, drained and clean.

Staff has been operating Digesters #4 and #5 at predetermined sludge levels which is controlled by the SCADA system.

VVWRA received 548,930 gallons of ADM (Anaerobically Digestible Material) and FOG (Fats Oil and Grease). Total is comprised of 505,430 gallons of ADM and 43,500 gallons of FOG.

A Total 22,599,587 cf/day of gas was created by digesters #4 and 5 for the month of October 2018. That is an average gas production of 729,019 cf/day.

Digester #4 averaged 375,630 cf/day.

Digester #5 averaged 353,389 cf/day.

Digester Volatile Acid/Alkalinity averaged 0.013 for the month.

Ultra Violet Disinfection (UV)

The UV system is currently operating via one channel mode.

Monthly UV intensity probe and flow meter calibration checks were performed.

Permit Continuous Monitoring Requirements and Permit Violations

All permit required, continuous monitoring equipment was on-line, in calibration and working properly during the month.

Date of last reportable incident: March 10, 2015

Days since last reportable incident: 1,331 days

Discharge Sampling

All required samples during the month of October 2018 were collected and processed as scheduled.

Miscellaneous

Maintenance Activities

CMMS Work Order Activity

VVWRA O&M Monthly Report – October 2018

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VVWRA KPI Report11/5/2018
12:26 PM

10/1/2018 - 10/31/2018

KPI	Count	Percent
Planned Work Total	399	
Planned Work Completed	371	92.98%
Planned Work Completed On-Time	262	65.66%
Planned Work Incomplete	28	7.02%
Planned Work Completed Late	111	27.82%
Total Work Completed	677	
Reactive Work Completed	102	15.07%
PM Work Completed	505	74.59%

Safety

1. Monthly Vehicle Safety Inspections completed.
2. Monthly gas tech monitor inspections completed.
3. Eyewash safety showers inspected.
4. Monthly SCBA inspections.
5. Hazardous storage area inspection.
6. Spill kit inspections.

Preliminary Process

1. Aqua Guard pre-treatment screen inspected and serviced.
2. Headwork's Conveyor Belt Lube & Inspect.
3. Septage EQ basin Cleaning.

 VVWRA O&M Monthly Report – October 2018

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Primary Process

1. All PH and conductivity probes cleaned and calibrated.
2. Influent PH and conductivity probe calibrations complete.

Secondary Process

1. Piller blowers 1 & 6 weekly inspections complete.
2. Service Air compressors inspection and service completed.
3. Waukesha engines inspections.
4. Piller #1 and #6 Filters Replacement.
5. Secondary clarifier 7&8 monthly condensate removal.

Tertiary

1. Monthly gear box and platform drive wheel service complete
2. Filter #1 & #2 monthly platform gear box PM's comp
3. Filter #1 & #2 monthly backwash wasting pumps oil checks complete
4. All PH and conductivity probes cleaned and calibrated.
5. Filters 1 cleaning.

6. South per pond pumps annual lubrication service.

Ultra Violet Disinfection (UV)

1. PH and conductivity probes cleaned and calibrated
2. UVT probe calibrated
3. UV Compliance sample pumps foot valve cleaning.

Treatment Disposal

1. DAFT #1 and #2 Air Compressors 1&2 PM services complete.
2. Drying beds #4 repair.

Miscellaneous Plant

1. Serviced Air Handling units for Blower Buildings completed.

Plant Equipment

VVWRA O&M Monthly Report – October 2018

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G/CHP 1&2

1. Monthly UREA refill completed CHP #1 & #2
2. CHP1&2 differential pressure readings taken within normal range, Gas DP pressure collected within normal range.
3. Monthly gas samples collected.
4. CHP #2 13 cylinder heads replaced 12000 hour PM.
5. Jacket water pump replacement.

Gas Conditioning Skid

1. Monthly gas sampling collected.

OGPS

1. Monthly Generator Test completed

AVPS OTOE

1. Wet well cleaning completed.
2. Generator test completed.

OFFROAD EQUIPMENT

1. Brown Bear weekly PM's completed.
2. JCB front loader weekly PM's complete.
3. Monthly forklift inspection.
4. Brown bear wheel hub replacement.
5. JCB loader bucket cutting-edge replacement.

FLEET

1. Monthly fleet inspections completed pumps, vehicles, hose reel trailer, light towers.

Victor Valley Wastewater Reclamation Authority



Environmental Compliance Department Report

October 2018

VWRA Environmental Compliance Department
Industrial Pretreatment Program

I. Interceptors Operation and Maintenance:

1. Interceptors cleaning & CCTV:

- ✓ No cleaning or CCTV was performed in October 2018

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, 2018

5. Interceptors maintenance budget remaining:

- ✓ The fiscal year 2018-2019 Interceptor sewer maintenance amount remaining for sewer cleaning and inspection services is \$89500

6. Dig Alert Underground tickets processed:

- ✓ A total of Sixty (60) USA Tickets were received and processed in October 2018.

7. Flow monitoring Studies:

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

II. Industrial pretreatment Activities:

1. **New Business Questionnaires and permits applications evaluated:**
 - ✓ Six (6) New Business Questionnaires were processed in the month of October 2018.
 - ✓ One (1) New Business Inspection was conducted in the month of October 2018.
2. **New permits issued:**
 - ✓ One (1) New permits were issued in the month of October 2018.
3. **Permit renewals issued:**
 - ✓ Ten (10) Class III permit renewals were issued in the month of October 2018.
4. **Work Orders:**
 - ✓ 54 Work Orders were completed in October 2018
5. **Monthly revenues collected, and invoices issued:**
 - ✓ Revenues: \$3,800.00
 - ✓ Invoiced: \$3,800.00

III. Industrial Pretreatment Activities (continued)

1. Current enforcement actions:

- ✓ Two (2) Notice of Violation was issued in October 2018.

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

October 2018

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

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

Receiving invoices

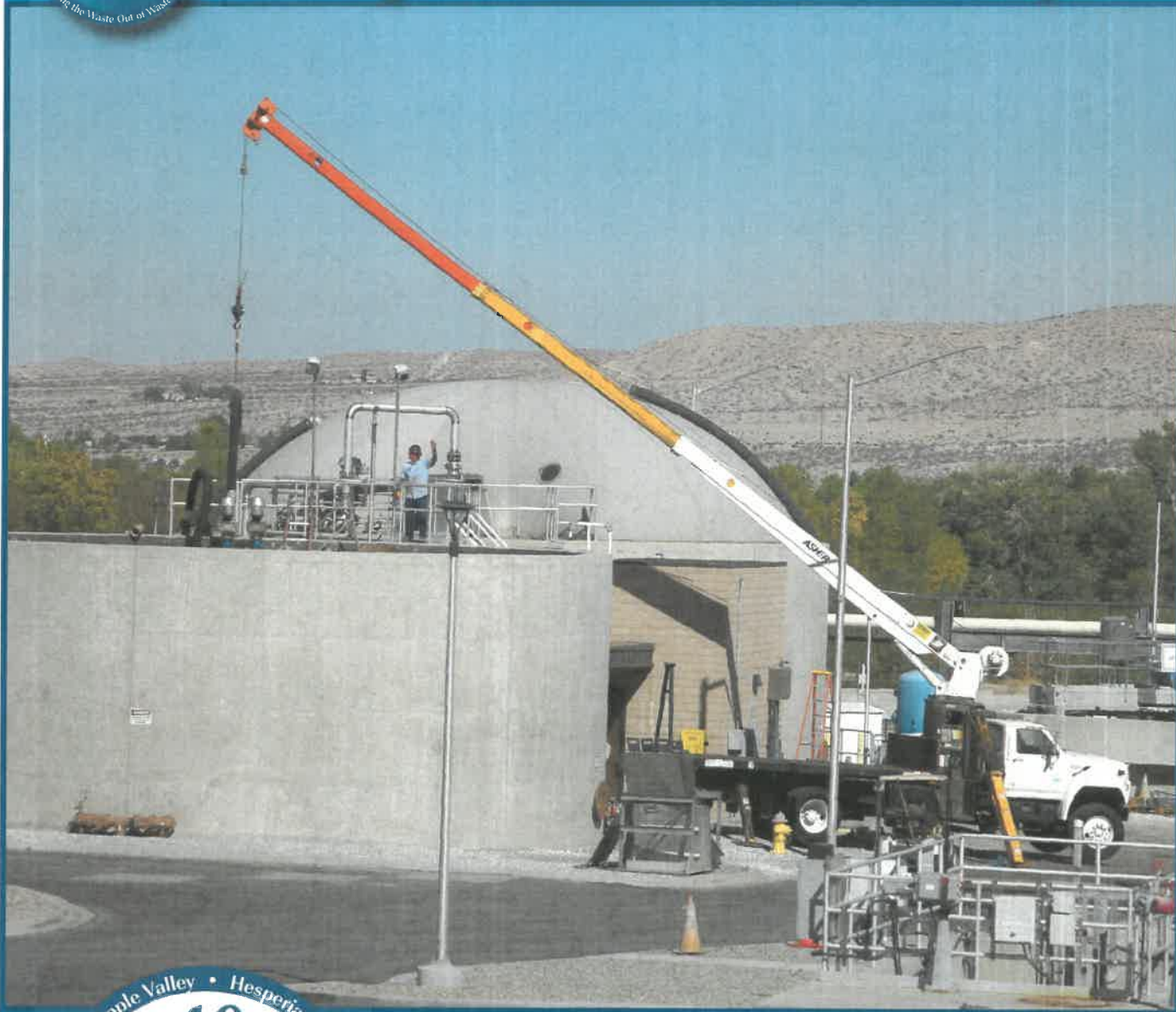
ID No	Septage Hauler	Invoice Date	Total Gallons	Invoice Amount
ABS000	Absolute Pumping	10/30/2018	27,486	\$2,572.69
ALP000	Alpha Omega Septic Service	10/30/2018	126,286	\$11,820.37
BUR000	Burns Septic	10/30/2018	92,000	\$8,611.20
HIT000	Hitt Plumbing	10/30/2018	3,435	\$321.52
HON001	Honest Johns Septic Service, Inc	10/30/2018	81,493	\$7,627.74
ROT001	T.R. Stewart Corp. dba Roto Rooter	10/30/2018	109,288	\$10,229.36
USA000	USA Septic	10/30/2018	69,900	\$6,542.64
ALP000	Alpha Omega Septic Service (Nutro)	10/30/2018	62,830	\$2,513.20
COW000	Co-West Commodities	10/30/2018	155,000	\$6,200.00
LIQ000	Liquid Environmental Solutions of CA	10/30/2018	0	\$0
SMC000	SMC Grease Specialist, Inc.	10/30/2018	331,100	\$13,244.00
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	10/30/2018	0	\$0
HIT000	Hitt Plumbing	10/30/2018	0	\$0
Grand Totals			1,058,818	\$69,682.72

Septage/FOG/ADM receiving payments:

ID No	Business Name	Payments Received
ABS000	Absolute Pumping	\$1,756.12
ALP000	Alpha Omega Septic Service	\$18,678.10
BUR000	Burns Septic	\$14,601.60
HON001	Honest Johns Septic Service, Inc	\$6,706.52
ROT001	T.R. Stewart Corp. dba Roto Rooter	\$6,248.28
USA000	USA Septic	\$5,971.68
ALP000	Alpha Omega Septic Service (Nutro)	\$0
COW000	Co-West Commodities	\$7,800.00
LIQ000	Liquid Environmental Solutions of CA	\$0
SMC000	SMC Grease Specialist, Inc.	\$13,340.00
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	\$0
HIT000	Hitt Plumbing	\$548.92
Grand Total		\$75,759.09



Safety & Communications Report



October 2018



Safety

STAFF SAFETY TAILGATE/ORIENTATION

- October 2--Workplace vision
- October 4--Emergency eyewash and showers
- October 18--Earthquake safety and drill
- October 22--Ladder safety





Safety

SAFETY EVENTS/ TRAINING

- Safety tailgates
- LOTO refresher
- flagging and traffic control
- Safety Committee

UNSAFE CONDITIONS REPORTED/RESOLVED

- Trip hazard painted yellow at new blower building
- removal and disposal of asbestos concrete pipe
- new first aid kits at subregionals

DATE OF LAST REPORTABLE ACCIDENT/INJURY:
MARCH 25, 2018

DAYS SINCE LAST REPORTABLE ACCIDENT/INJURY:
220 DAYS



Safety

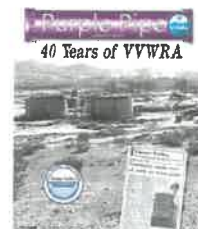
NEXT MONTH'S SCHEDULE OF STAFF TRAINING/SAFETY EVENTS :

- Safety Tailgates will be conducted at the Thursday weekly staff briefings.
- Safety Tailgates will be conducted at the monthly Administrative staff meetings.
- Possible rigging training and scheduling for 2019.

4

Communications

- Prepped for marking VWRA's 40th anniversary including adjustments to website, social media etc.
- Released and distributed new 40th anniversary Fall edition of the Purple Pipe





Communications

ACTIVITIES

- Maintained new website and social media sites including Facebook & Twitter.
- Led and facilitated several tours of the plant.
- Completed Leadership Training class from the Public Utilities and Waterworks Management Institute
- Took part in High Desert Opportunity Economic Summit at High Desert Events Center
- Facilitated and helped prepare GM Logan Olds talk at an EPA sponsored symposium on water and wastewater at MWA in Apple





Purple Pipe

Volume XV Fall 2018



40 Years of VVWRA



Original VVWRA logo

VVWRA construction 1979



The Sun-Telegram Aug. 10, 1977



A message from the General Manager

Looking back and planning for the future



Logan Olds

2018 marks the 40th year of VVWRA as an independent organization created to convey and treat the liquid waste of Victorville, Apple Valley, Hesperia, Oro Grande and Spring Valley Lake. Providing a critical water resource to the community takes forethought. It also requires people to maintain the infrastructure built to provide that resource. Most people do not consider that the pipes that convey sewage, and the tanks and equipment to treat it, may be required for thousands of years. The infrastructure will be replaced many times during that period, but the concept is simple. If we desire clean drinking water, the infrastructure to convey and treat our waste will be required, as will the people

to operate and maintain it.

I wonder what this organization and this valley will look like when VVWRA celebrates its 40th anniversary? Regardless it will have been and remain the people operating the infrastructure at VVWRA that will continue to protect public health and the environment as the decades and centuries pass. Therefore, it is important that we make the best long-term decisions now to benefit our community for the future.

--Logan Olds has been GM at VVWRA since 2006

VVWRA HISTORY AT A GLANCE

1973
Victor Valley voters approve a bond measure to finance 20% of the cost of building a regional sewer facility. State and Federal dollars would pay the remaining cost.

1977
The Mojave Water Agency purchases 600 acres near Oro Grande, including the 400 acre Culbertson Ranch for \$300,000.

Mojave Water Agency **1977**
The Mojave Water Agency forms Improvement District #1, which would later become VVWRA.

JUNE 1978
VVWRA officially becomes an independent agency with the task of providing wastewater treatment for the Victor Valley.

Area sewer plant groundbreaking ceremony today **AUGUST 1978**
Official groundbreaking ceremony marking the start of construction on the VVWRA plant.

DECEMBER 1981
The original 2.5 million gallon per day treatment plant begins operation.



VVWRA construction 1979

VVWRA General Managers over the years

- Bob Watson 1978
- Pete Sartor 1978
- Lloyd Coffelt 1978-1982
- Tom Dittman 1982-1983
- Keith Israel 1983-1988
- Keven Kurtz 1989-1993
- Chuck Wigley 1993-1995
- Dan Gallagher 1996-2006
- Logan Olds 2006-present

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VVWRA
Board of Commissioners

- Larry Bird / Hesperia
- Jim Kennedy / Victorville
- Scott Nassif / Apple Valley
- Jeff Rigney / SB CSA-42 & 46

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Contact: info@vvwra.com
20111 Shay Rd.
Victorville, CA 92394



Where we started!



Culbertson Ranch 1978

It was here at the old Culbertson Ranch in Victorville where construction on the new wastewater plant began in 1977. The agency purchased 400 acres from Leon and Margaret Culbertson and 200 more acres from two other land owners. During surveying of the property, human foot prints and artifacts estimated to be 5000 years old were found. That area is now under Federal protection.

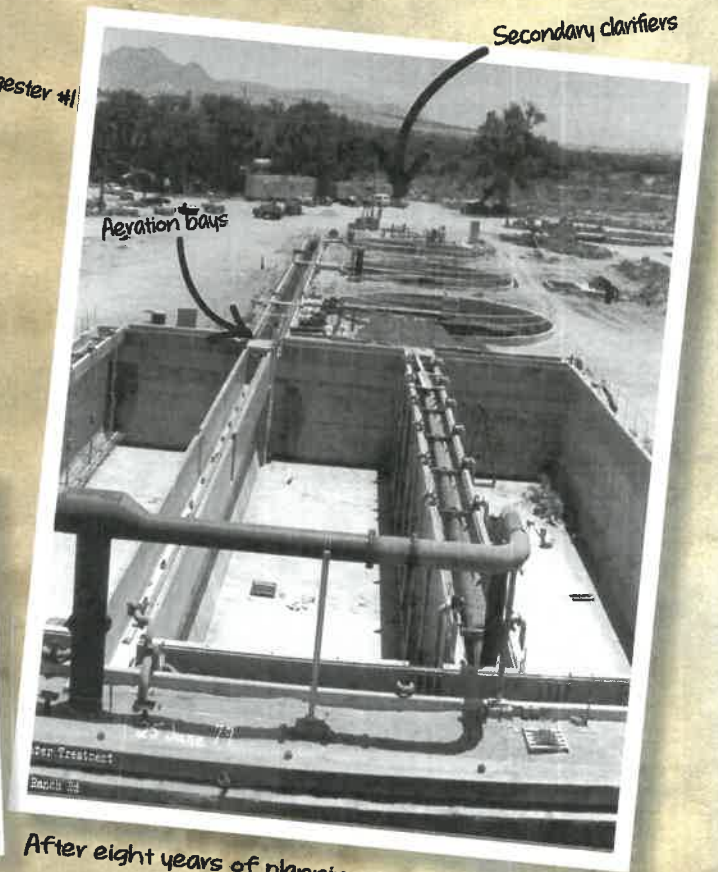
Digester #2



Construction of the original digesters in 1979.

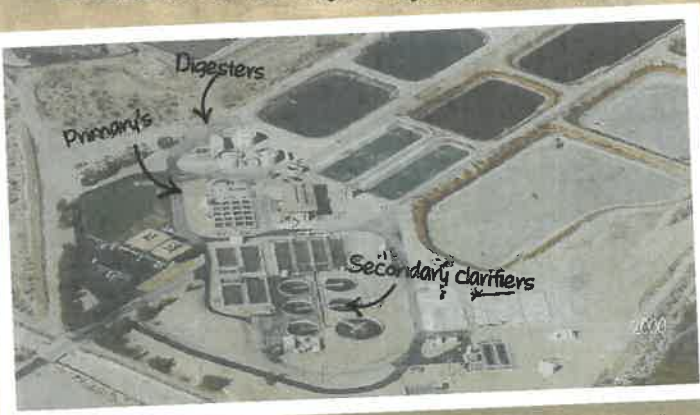
**Fun fact: VVWRA employees originally wore brown and tan uniforms, but in 2004 they switched to VVWRA blue!

Digester #1



Aeration basins

Secondary clarifiers



Aerial shot of the plant in 2000. The plant featured three 330,000 gallon digesters, four primary clarifiers and 6 secondary clarifiers. In those days, we used chlorine to disinfect the treated water. Today, we use powerful ultra violet lights in our disinfection process.

After eight years of planning and construction, the original plant began operating in December of 1981 and treated about 2.5 millions of wastewater per day.

**Fun Fact: When first formed by the Mojave Water Agency in 1977, VVWRA was known as Improvement District #1. VVWRA officially became the Victor Valley Wastewater Reclamation Authority in June of 1978.

Around the Plant

Air Pack Derby Title Returns to VWVRA



Brad Adams

VWVRA Lead Operator Brad Adams and Lead Mechanic Marcos Avila captured the 2018 Air Pack Derby title at the Big Bear Convention Center in August. The annual event is put on by the Desert and Mountain Section of the California Water Environment Association (CWEA). The Air Pack Derby is a timed competition where wastewater workers have to don SCBA's (self contained breathing apparatus) and close a "leaking" pipe. VWVRA took the top two spots at this years event and has now won the competition four of the last five years.



Marcos Avila

Rock & Roll Operator

Fore!



Congrats to Travis Prine who has earned his Grade 1 Operator Certificate. When Travis isn't here at VWVRA, he can often be found playing guitar in the band Delta Shade. www.facebook.com/deltashademusic/



The VWVRA Golf Team took part in the 2nd Annual Victor Valley Regional Open at Spring Valley Lake which benefited the Victor Valley College Foundation. Our team from left to right was David Wylie, Mike Koncur, Brad Adams and Craig Taylor.



Upcoming CWEA/DAMS events

- Oct. 19- Annual TCP Training @ SB Valley College
- Nov. 7 - Collection Systems Day Training @ Rick Novack Center in Hesperia
- Dec. 1 - DAMS Awards Banquet @ El Pescador, Victorville

For more information:

<https://www.damsforcwea.org/trainings-events/local-events>

Strange but true...

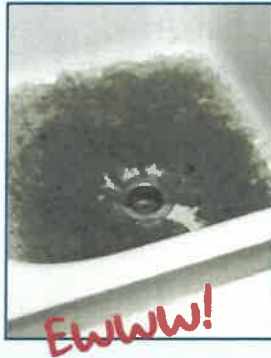
The Story of the Flushable Wipes That Almost Cost Me \$320!

By Collin Morgan

reprinted from Hip2save.com

So as most of you may know by now, my family and I have recently moved to Reno, NV where we're in the planning stages of renovating a 1950s ranch for our new family home.

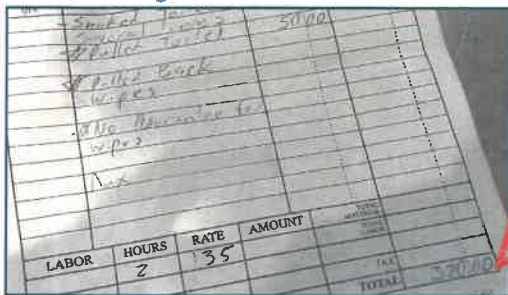
Coming into this experience, we were so proud of how many of our old belongings we were able to purge so that we could start fresh in this new home! However, we weren't greeted with the freshest experience. After moving in, it became clear something was seriously wrong with our plumbing system. The picture to the right is evidence of the disgusting sewer backups we were experiencing. Excuse me while I go throw up...



We called in a plumber to come fix the issue and...

"after troubleshooting a couple different causes, he found the culprit — Flushable wipes."

Yup! Something that's advertised (in the name no less) actually isn't supposed to be used for its intended purpose — what the heck?! Naturally, this both confused and upset me, so I gave the flushable wipe company's customer service a call. To my surprise, the customer service rep was actually so gracious in this situation as they not only refunded me for the wipes that I purchased on Amazon, but they are sending me a prepaid Visa card with the amount we paid to the plumber as reimbursement for the clogged pipes! WOW! I love great customer service and I was pleased to get



Plumbers bill!

that reaction from the company. That's \$320 I don't need to stress about losing. Luckily, this not so pleasant situation had a happy ending for my family, but that's not always the case. In fact, this problem is becoming all too common. Flushable wipes are bad because they don't break down as

fast as toilet paper when they are flushed, meaning they back up your sewer. Even if they flush, they cause issues in your actual piping. It's even worse if they make it through your private sewer lines. This ends up causing problems in the public sewer lines, meaning it causes plumbing issues for you and your neighbors. This is actually becoming a well-known issue among consumers and there are groups dedicated to raising more awareness, like nomorewipes.com.

Wipes actually cause 90% of sewer related issues. Um, YIKES! Who knew these seemingly safe wipes could cause so much damage. You can bet that my family and I are going to be way more conscious about what we try flushing. Below are the dos and don'ts that our plumbing expert shared with us:

Do flush things that are safe:

Toilet paper labeled as septic safe
Yeah, that's it. A good rule of thumb — if it's not toilet paper or human waste, DON'T flush it! Instead, toss it in a garbage can nearby to dispose of it. If you have a poor plumbing or a septic system, you'll want to be extra careful with the type of toilet paper you flush.

Don't flush things that are not safe:
Flushable wipes (or any other wipes for that matter)
Tampons and sanitary napkins
Tissues
Paper towels
Anything that's NOT toilet paper

Anyway, I'm glad that nightmare is over and it's certainly a lesson learned. Now we can get back to the renovation so I can start sharing my money-saving home improvement tips!



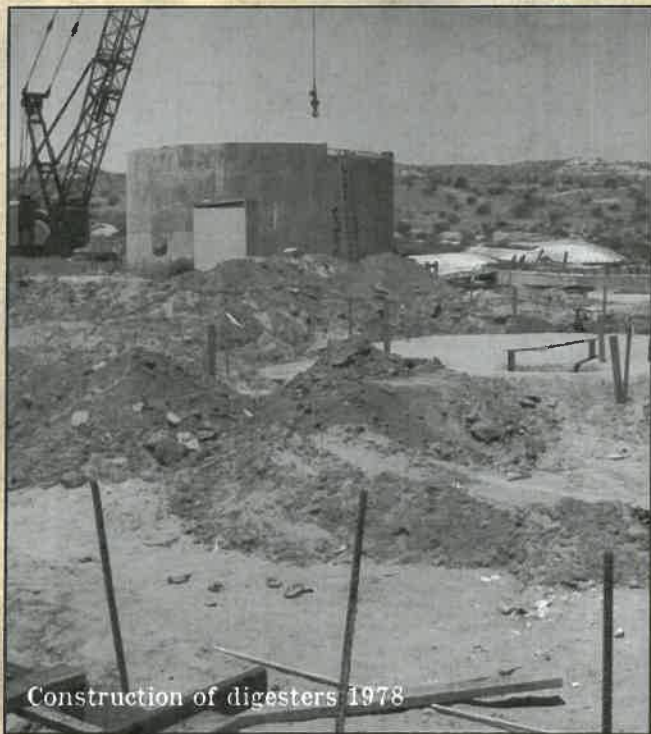
Collin Morgan is the founder of Hip2save.com. She lives in her wipes free home in Reno, NV with her husband and their three children.

Reprinted by permission from hip2save.com, edited for space <https://hip2save.com/2018/08/27/flushable-wipes-plumbing/>

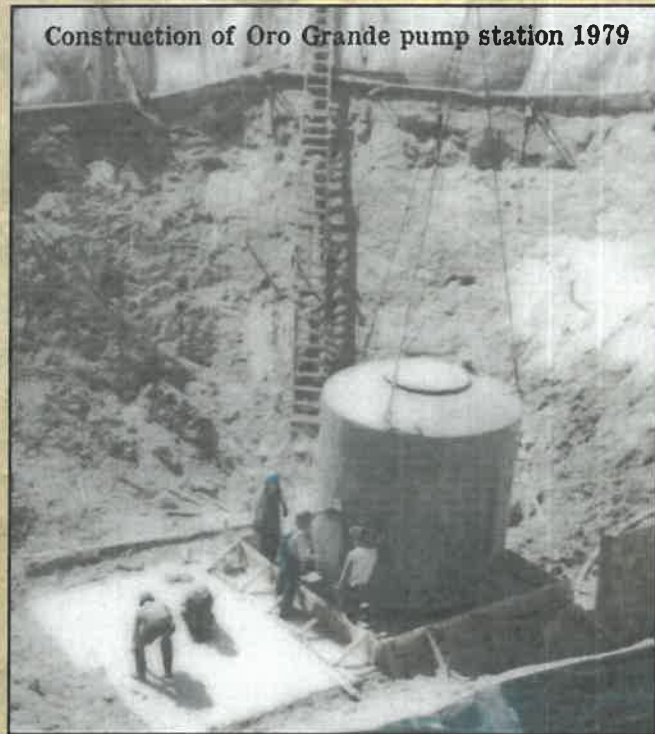


Memory Lane

A look back at VVWRA history...



Construction of digesters 1978



Construction of Oro Grande pump station 1979



Early board meeting

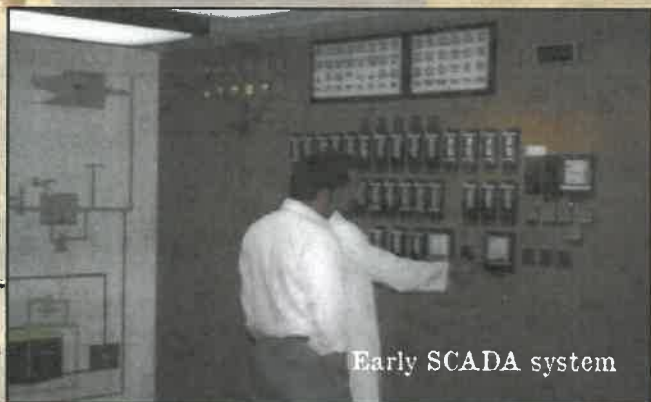


Original VVWRA logo



VVWRA 2000

**SCADA stands for supervisory control and data acquisition and helps automate many of our processes.



Early SCADA system



Mr. Dingle debuts September, 2014

**Fun fact: Dingle is the name of a small fishing village in Ireland that dates back to the 13th century.

This and that...

VWRA Salutes Staff Veterans



VWRA marks Veterans Day by saluting members of our staff who are military veterans. From left to right: Eugene Davis, Navy, Logan Olds, Army, Daniel Enriquez, Marines, Eric Schweizer, Army, Kyle Regis, Marines. Thank you for your service!

Desert Knolls Interceptor Realignment

Main sewer line in Apple Valley to be moved.

After a heavy rain storm came through the High Desert in the Winter of 2016, a large sewer interceptor or pipeline surfaced in the Desert Knolls



Wash in Apple Valley south of Highway 18. The water rushing through the wash had exposed the pipe. While there was no break in the pipe and no sewage spill, the incident reinforced VWRA's concerns about the location of that pipeline. The 15" pipeline was installed many years ago below the Desert Knolls Wash, but in recent years, VWRA had become increasingly concerned about the possibility that a large storm could seriously damage the interceptor. With that in mind, contractors will begin the process of re-aligning a 2600 foot section of the interceptor out of the wash this Fall. The project is expected to take about six months to complete.

National Prescription Drug TAKE BACK DAY

Saturday, October 27, 2018
10 a.m. – 2 p.m.

Turn in your unused or expired medication for safe disposal
takebackday.dea.gov



Results: April 2018 15th National Take Back

- Total Law Enforcement Participation: 4,683
- Total Collection Sites: 5,842
- Total Weight Collected: 949,046 lbs. (474.5 Tons)

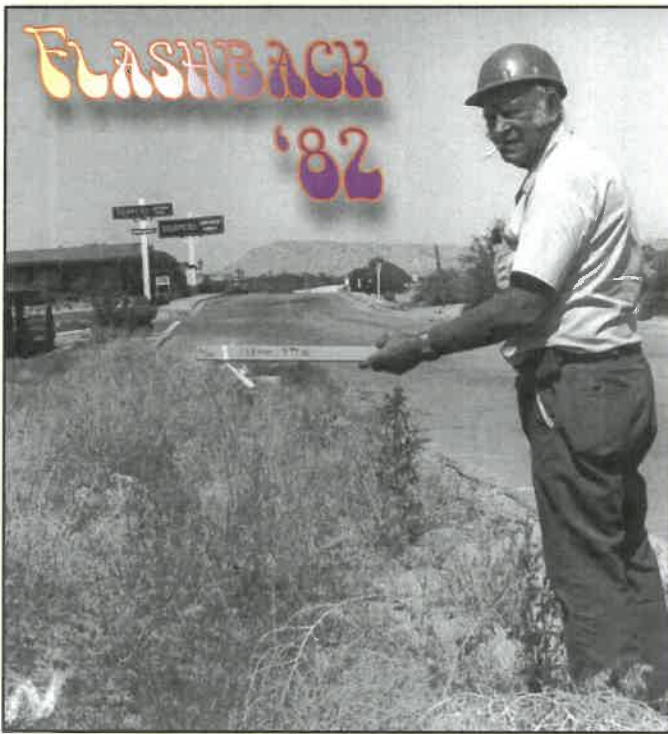
The rear end

Clean recycled water flows in Apple Valley



Clean Title 22 recycled water is flowing into percolation ponds at the Apple Valley Golf Course. The water was produced at the new Apple Valley Subregional Water facility at Brewster Park. The recycled water will eventually be used to irrigate the golf course saving precious drinking water. Startup has begun on the nearly identical Hesperia Subregional facility. Recycled water produced there will be used to irrigate the Hesperia Golf Course.

**Title 22 of California's Water Recycling Criteria refers to California state guidelines for how treated and recycled water is discharged and used.



In 1982, contractors were taking measurements for the Apple Valley interceptor along Outer Highway 18. Longtime residents may recognize the old Drapers restaurant and nightclub in the background.

Dingle's Corner



Sections **BBC NEWS** AA

SCOTLAND

Sewer was blocked by large Pooh

Last updated 17 Feb 2014 00:03 GMT



A Winnie the Pooh teddy bear was found dumped in a manhole in East Kilbride, South Lanarkshire