

As a matter of proper business decorum, the Board of Commissioners respectfully request that all cell phones be turned off or placed on vibrate. To prevent any potential distraction of the proceeding, we request that side conversations be taken outside the meeting room.

**AGENDA**  
**REGULAR BOARD MEETING**  
**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**  
**VICTORVILLE CITY HALL, CONFERENCE ROOM D**  
**14343 CIVIC DRIVE, VICTORVILLE CA 92392**

**Thursday, November 19, 2020**  
**7:30 a.m.**

*VVWRA is committed to protecting public health and the environment in the Victor Valley by providing effective and fiscally responsible wastewater collection, treatment, and recycling.*

**Call to Order**

**Cox**

**Roll Call**

**Casteel**

**Public Comments- Closed Session Agenda Items**

**Cox**

**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. Closed Session is scheduled to commence at 7:30 a.m.. If the matters discussed in closed session require additional time beyond 8:00 a.m., in deference to the public, the Board may continue the Closed Session discussion after Open Session is concluded. In that case, Closed Session will resume after the Commissioners Comments section and any reportable action will be reported after the continued Closed Session has concluded and before adjournment.

**Closed Session**

**Item 1.** (Gov. Code Sec. 54954.5-54956.9(d))- Government Tort Claim- City of Hesperia- Settlement Discussion

**Item 2.** (Gov. Code Sec. 54956.9(d))- Threatened or Potential Litigation- Upper Narrows Project

**Item 3.** (Gov. Code Sec. 54956.9(d))- Threatened or Potential Litigation- Lahontan-Potential NOV Resolution Discussion

**Item 4.** (Gov. Code Sec. 54956(a))- Conference with Legal Counsel-Existing Litigation- Gina Cloutier adv. VVWRA Case Number RCI-36632

**Call to Order & Pledge of Allegiance**

**Cox**

**Report from Closed Session**

**Legal**

**Public Comment (Government Code Section 54954.3)**

**Cox**

Opportunity for members of the public to directly address the Board on items of public interest within its jurisdiction. The public may also address the Board on items being considered on this agenda. VVWRA requests that all public speakers complete a speaker's card and provide it to the Secretary. 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. We request that remarks be limited to five minutes or less. Pursuant to Government Code Section 54954.3, if speaker is utilizing a translator, the total allotted time will be doubled.

**Possible Conflicts of Interest**

**Cox**

**Consent Calendar**

**Cox**

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.

**Item 6. Receive, Approve and File Minutes**

- Regular Board Meeting 10/29/20

**Poulsen**

**Item 7. Receive, Approve and File October 2020 Disbursement**

- Warrant Summary Disbursements

**Board Action Required**

Staff Recommendation: Approve as presented

**Action Items**

*The Executive Leadership Team will provide brief updates on existing matters under their purview and will be available to respond to any questions thereof.*

**Item 8. Recommendation to Approve SCADA Contract**

It is recommended that the Board of Commissioners approve the General Manager to execute an on-call contract for SCADA, PLCs and Industrial Networks services not to exceed \$55,000.00 for public project services to the selected contractor(s) listed below upon review and approval by legal counsel.

**Laari**

<b><u>Board Action Required</u></b>		
Staff Recommendation: Approve as Presented		
<b><u>Item 9.</u></b>	<b>Recommendation to Approve Resolution 2020-11 Appreciation to Lovingood</b> It is recommended that the Board Approve Resolution 2020-11 Recognition and Appreciation of Dedicated Service to Robert Lovingood	<b>Casteel</b>
<b><u>Board Action Required</u></b>		
Staff Recommendation: Approve as Presented		
<b><u>Item 10.</u></b>	<b>Recommendation to Approve Resolution 2020-12 Appreciation to Cox</b> It is recommended that the Board Approve Resolution 2020-12 Recognition and Appreciation of Dedicated Service to Jim Cox	<b>Casteel</b>
<b><u>Board Action Required</u></b>		
Staff Recommendation: Approve as Presented		

**Staff Reports**

Reports are submitted as presented by Staff. Staff is available if the Commission has questions.

<b><u>Item 11.</u></b>	<b>General Managers Report</b> - Preventative Maintenance Backlog Update - GBT Report - Mechatronics Webinar Series	<b>Poulsen</b>
<b><u>Item 12.</u></b>	<b>Financial and Investment Report – October 2020</b>	<b>Keagy</b>
<b><u>Item 13.</u></b>	<b>Operations and Maintenance Report – October 2020</b>	<b>Adams</b>
<b><u>Item 14.</u></b>	<b>Environmental Compliance Report – October 2020</b>	<b>Laari</b>
<b><u>Item 15.</u></b>	<b>Septage Receiving Facility Report – October 2020</b>	<b>Laari</b>
<b><u>Item 16.</u></b>	<b>Safety and Communication Report – October 2020</b>	<b>Wylie</b>

**Adjournment**

**Cox**

The board will adjourn to a regular board meeting on December 17, 2020 at 7:30 a.m.

## American Disabilities Act Compliance Statement

Government Code Section 54954.2(a)



*Any request for disability-related modifications or accommodations (including auxiliary aids or services) sought to participate in the above public meeting should be directed to the VVWRA's Secretary at (760) 246-8638 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.*

### **Agenda posting**

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.*

### **Agenda items received after posting**

Government Code Section 54957.5

*Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the VVWRA office located at, 20111 Shay Road, Victorville CA 92394. The materials will also be posted on the VVWRA website at [www.vvwra.com](http://www.vvwra.com).*

### **Items Not Posted**

Government Code Section 54954.2(b)

*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 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.*

### **Items Continued**

Government Section 54954.2(b)(3)

*Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting*

### **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*

*VVWRA's Board Meeting packets and agendas are available for review on its website at [www.vvwra.com](http://www.vvwra.com). The website is updated on Friday preceding any regularly scheduled board meeting.*

**MINUTES OF A REGULAR MEETING  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)  
October 29, 2020**

**CALL TO ORDER:** Chair Jim Cox called the meeting to order at 7:38 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

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

**Jim Cox, Chair  
Bill Holland, Vice-Chair  
Robert Lovingood, Secretary  
Scott Nassif, Treasurer**

**VWVRA Staff and Legal Counsel:**

**Darron Poulsen, General Manager  
Kristi Casteel, Secretary to GM/Board  
Piero Dallarda, Legal Counsel (BB&K)**

**Robert Coromina, Director of Administration**

**Guest Present:**

**Keith Metzler, City of Victorville  
Doug Robinson, Town of Apple Valley  
Debra Jones, City of Victorville**

**Nils Bentsen, City of Hesperia  
Janele Davidson, City of Victorville  
Brian Gengler, City of Victorville**

**CLOSED SESSION**

**PUBLIC COMMENTS- CLOSED SESSION AGENDA**

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

**Moved: Commissioner Lovingood**

**Second: Commissioner Nassif**

**Motion to enter Closed Session**

**Motion passed by a 4-0 roll call vote**

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

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Chair Cox called the meeting to order at 8:25 AM.

**REPORT FROM CLOSED SESSION**

None

**PUBLIC COMMENTS- REGULAR SESSION AGENDA**

None

**POSSIBLE CONFLICT OF INTEREST**

Commissioner Nassif will be abstaining from any disbursements to Napa Auto Parts on item 9

**CONSENT CALENDAR:**

8. **Receive, Approve and File Minutes, September 10, 2020, September 17, 2020 and October 14, 2020**
9. **Receive, Approve and File September 2020 Disbursement**

**Moved: Commissioner Holland**

**Second: Commissioner Nassif**

**Approval of the Consent Calendar Items 8 and 9 with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts on item 9.**

**Chair Cox- Yes**

**Commissioner Holland- Yes**

**Commissioner Lovingood- Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**ACTION ITEM:**

10. **Recommendation to Approve Amended Settlement Agreement with Victorville**

The Board will consider approval of an Amended Settlement Agreement with Victorville.

**Moved: Commissioner Nassif                      Second: Commissioner Lovingood**

**Approval of Recommendation to an Amend the Settlement Agreement with Victorville.**

**Chair Cox- Yes**

**Commissioner Holland- No**

**Commissioner Lovingood-Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 3-1 roll call vote with Commissioner Holland voting no**

**11. Recommendation for Replacement and Commissioning of SRC Reactor Catalyst**

The Board will consider approval for the General Manager to award a sole source Professional Services Agreement (PSA) with HUG Engineering for the replacement of 2 Selective Catalyst Reduction (SCR) reactors catalyst and commissioning of 2 SCR reactors and 2 SCR Urea dosing systems for CHP #1 and CHP #2.

**Moved: Commissioner Lovingood                      Second: Commissioner Nassif**

**Approval for the General Manager to award a sole source Professional Services Agreement (PSA) with HUG Engineering for the replacement of 2 Selective Catalyst Reduction (SCR) reactors catalyst and commissioning of 2 SCR reactors and 2 SCR Urea dosing systems for CHP #1 and CHP #2.**

**Chair Cox- Yes**

**Commissioner Holland- Yes**

**Commissioner Lovingood - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**12. Recommendation to Approve Resolution 2020-10 Revised Records Retention Policy**

The Board will consider approval of Resolution 2020-10 be adopted by the Board of Commissioners to rescind the current Document Retention Policy under Resolution 2013-18 and adopt an amended policy to include an update to the record retention schedule.

**Moved: Commissioner Holland      Second: Commissioner Nassif**

**Approval of Resolution 2020-10 be adopted by the Board of Commissioners to rescind the current Document Retention Policy under Resolution 2013-18 and adopt an amended policy to include an update to the record retention schedule.**

**Chair Cox- Yes**

**Commissioner Holland- Yes**

**Commissioner Lovingood - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**13. Recommendation to award a contract for Landscaping to Lawnmaster for \$58,917.12.00**

The Board will consider approval of the landscaping maintenance contract to Lawnmaster for \$58,917.12.00 pending legal review.

**Moved: Commissioner Lovingood      Second: Commissioner Holland**

**Approval of the landscaping maintenance contract to Lawnmaster for \$58,917.12.00 pending legal review.**

**Chair Cox- Yes**

**Commissioner Holland- Yes**

**Commissioner Lovingood - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**14. Recommendation to for Heating and Air Services**

The Board will consider approval of the General Manager to execute an on-call contract for Heating and Cooling services (HVAC) not to exceed \$55,000.00 for public project services to the selected contractor(s) listed below upon review and approval by legal counsel.

**Moved: Commissioner Holland      Second: Commissioner Nassif**

**Approval of the General Manager to execute an on-call contract for Heating and Cooling services (HVAC) not to exceed \$55,000.00 for public project services to the selected contractor(s) listed below upon review and approval by legal counsel.**



**Chair Cox- Yes**

**Commissioner Holland- Yes**

**Commissioner Lovingood - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**15. Recommendation for CIP Budget Funding Reallocation**

The Board will consider approval of the development and funding of four new CIP projects and allow funding transfers to occur between existing funded and partially funded projects to cover the costs of the newly developed projects. No new funds are being requested to fund these projects; only existing budgeted dollars will be used to complete these projects.

**Moved: Commissioner Lovingood**

**Second: Commissioner Nassif**

**Approval of the development and funding of four new CIP projects and allow funding transfers to occur between existing funded and partially funded projects to cover the costs of the newly developed projects. No new funds are being requested to fund these projects; only existing budgeted dollars will be used to complete these projects.**

**Chair Cox- Yes**

**Commissioner Holland- Yes**

**Commissioner Lovingood - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**16. Recommendation to Approve the 2021 Board Schedule with Modifications**

The Board will consider approval of one of the two options for the 2021 Board Meeting Schedule and consider going dark in August and December. Option 1- Keep the traditional third Thursday of the month (Exhibit 1) Option 2- Move the Board Meetings to the last Thursday of the month (Exhibit 2) Staff would also like the Board to consider going dark for the months of August and December.

**Moved: Commissioner Holland**

**Second: Commissioner Nassif**

**Approval of option one, keeping the third Thursday with going dark in August and December.**

**Chair Cox- Yes**

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Commissioner Lovingood- Yes

Commissioner Holland - Yes

Commissioner Nassif- Yes

Motion passed by a 4-0 roll call vote

**STAFF/PROFESSIONAL SERVICES REPORTS:**

17. **General Managers Report**  
 - GFOA Award
18. **Financial and Investment Report – September 2020**
19. **Operations & Maintenance Report – September 2020**
20. **Environmental Compliance Department Reports – September 2020**
21. **Septage Receiving Facility Reports – September 2020**
22. **Safety & Communications Report – September 2020**

**CLOSED SESSION (If Closed Session is continued)**

**ADJOURNMENT**

The board will adjourn to a regular board meeting on November 19, 2020 at 7:30 a.m.

**APPROVAL:**

**DATE:** November 19, 2020

**BY:** \_\_\_\_\_

Approved by VVWRA Board Robert Lovingood,  
 Secretary VVWRA Board of Commissioners



**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:** November 19, 2020

**TO:** Darron Poulsen  
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 2020, check numbers 123565-123618 and ACH's.

<i>Accounts Payable</i>			
<i>Checks</i>	<i>ACH's and EFT's</i>	<i>Payroll</i>	<i>Total</i>
<i>\$108,310.32</i>	<i>\$665,873.91</i>	<i>\$272,599.65</i>	<i>\$1,046,783.88</i>

**Victor Valley Wastewater Reclamation Authority**  
**Cash Disbursement Register**  
**From 10/1/20 through 10/31/20**

Vendor #	Vendor Name	Type	Payment #	Date	Total
CONC000	Answering 365	Check	123565	10/08/20	\$ 103.00
CED0000	Ced	Check	123567	10/08/20	\$ 177.79
DELL003	Dell Inc.	Check	123568	10/08/20	\$ 1,772.78
DETE000	Detection Instrument Corporation	Check	123569	10/08/20	\$ 931.21
DONE001	Done-Right Concrete Co	Check	123570	10/08/20	\$ 8,498.00
ELLI001	Elliot'S Concrete Cutting & Coring	Check	123571	10/08/20	\$ 350.00
GAOS000	G.A. Osborne Pipe & Supply	Check	123572	10/08/20	\$ 660.08
HARR001	Harrington Industrial Plastics	Check	123573	10/08/20	\$ 155.27
HESP005	Hesperia Unified School District	Check	123574	10/08/20	\$ 71.12
HIDE000	Hi-Desert Communications	Check	123575	10/08/20	\$ 100.00
MULT000	Multi W Sytems, Inc	Check	123576	10/08/20	\$ 1,996.19
ORKI000	Orkin	Check	123577	10/08/20	\$ 400.38
PRUD001	Prudential Overall Supply	Check	123578	10/08/20	\$ 680.96
QUIL000	Quill Corporation	Check	123579	10/08/20	\$ 1,411.16
ROYA001	Royal Industrial Solutions	Check	123580	10/08/20	\$ 1,320.37
APPL015	Shredyourdocs.Com	Check	123581	10/08/20	\$ 56.40
UNIT000	United Rentals Northwest, Inc	Check	123582	10/08/20	\$ 1,341.39
RANC000	Victorville Chevrolet	Check	123583	10/08/20	\$ 873.06
ZEEM000	Cintas Corporation	Check	123584	10/13/20	\$ 644.95
DELL003	Dell Inc.	Check	123585	10/13/20	\$ 1,506.26
KONI000	Konica Minolta Business Solutions	Check	123586	10/13/20	\$ 615.99
NAPA000	Napa Victorville	Check	123587	10/13/20	\$ 314.33
ROTO000	Roto-Rooter Plumbers	Check	123588	10/13/20	\$ 150.00
UNIT000	United Rentals Northwest, Inc	Check	123589	10/13/20	\$ 2,726.23
VICT010	Victor Valley College Foundation	Check	123590	10/13/20	\$ 5,000.00
SENT000	Dan Sentman	Check	123591	10/20/20	\$ 212.39
GEIN000	Abb Inc	Check	123592	10/21/20	\$ 21,181.00
ALLI003	Allied Electronics Inc	Check	123593	10/21/20	\$ 127.07
ATMO000	Atmospheric Analysis And Consulting, Inc	Check	123594	10/21/20	\$ 1,385.00
DELL003	Dell Inc.	Check	123595	10/21/20	\$ 700.02
ELLI001	Elliot'S Concrete Cutting & Coring	Check	123596	10/21/20	\$ 350.00
EVER003	Eversafe Buildings	Check	123597	10/21/20	\$ 19,172.51
GAOS000	G.A. Osborne Pipe & Supply	Check	123598	10/21/20	\$ 614.28
ORKI000	Orkin	Check	123599	10/21/20	\$ 400.38
PRUD001	Prudential Overall Supply	Check	123600	10/21/20	\$ 1,361.92
QUIL000	Quill Corporation	Check	123601	10/21/20	\$ 591.04
ROTO000	Roto-Rooter Plumbers	Check	123602	10/21/20	\$ 954.00
SAFE000	Safety-Kleen Systems Inc.	Check	123603	10/21/20	\$ 1,344.57
THUR000	Thurlow'S Heating & A/C Inc.	Check	123604	10/21/20	\$ 4,534.40
TOWN001	Town & Country Tire	Check	123605	10/21/20	\$ 20.00
UNIT000	United Rentals Northwest, Inc	Check	123606	10/21/20	\$ 855.69
CENT002	Central Connections (630)	Check	123607	10/21/20	\$ 344.00
AUTO001	Automation Direct	Check	123608	10/29/20	\$ 252.14
VICT003	City Of Victorville / Sanitation	Check	123609	10/29/20	\$ 10,028.03
GAOS000	G.A. Osborne Pipe & Supply	Check	123610	10/29/20	\$ 201.38
GUAR000	Guardian	Check	123611	10/29/20	\$ 932.78
HERI000	Heritage Environmental Services, L.L.C.	Check	123612	10/29/20	\$ 948.20
HIDE002	Hi Desert Fire Protection Inc	Check	123613	10/29/20	\$ 1,599.01
JKWE000	J&K Welding	Check	123614	10/29/20	\$ 258.60
MOJA001	Mojave Desert A Q.M.D.	Check	123615	10/29/20	\$ 5,402.19
NAPA000	Napa Victorville	Check	123616	10/29/20	\$ 782.33
QUIL000	Quill Corporation	Check	123617	10/29/20	\$ 267.09
VERI004	Verizon Wireless	Check	123618	10/29/20	\$ 1,633.38
<b>Total Checks</b>					<b>\$ 108,310.32</b>
ADSC000	A.D.S. Corp.	Electronic Fund Transfer	1009201	10/09/20	\$ 7,150.00
AMER006	American Express	Electronic Fund Transfer	20193	10/13/20	\$ 7,347.12
ANTH000	Anthony, Donna	Electronic Fund Transfer	1013201	10/13/20	\$ 432.00
APPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	1030201	10/30/20	\$ 308.06
APPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	1022201	10/22/20	\$ 1,184.88
APPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	1015201	10/15/20	\$ 1,619.13
ESBA000	Babcock Laboratories, Inc	Electronic Fund Transfer	1015202	10/15/20	\$ 17,779.00
ESBA000	Babcock Laboratories, Inc	Electronic Fund Transfer	1009202	10/09/20	\$ 2,200.00
BARG000	Bargain Byte	Electronic Fund Transfer	1030202	10/30/20	\$ 2,043.00
BECK000	Beck Oil, Inc.	Electronic Fund Transfer	1022202	10/22/20	\$ 41.42
BECK000	Beck Oil, Inc.	Electronic Fund Transfer	1015203	10/15/20	\$ 1,635.93
BECK000	Beck Oil, Inc.	Electronic Fund Transfer	1009203	10/09/20	\$ 21.05
BEST000	Best, Best & Krieger, L.L.P.	Electronic Fund Transfer	20194	10/13/20	\$ 39,615.53
BIOG000	Biogas Power Systems- Mojave, Llc	Electronic Fund Transfer	1030203	10/30/20	\$ 64,119.27
BIOG000	Biogas Power Systems- Mojave, Llc	Electronic Fund Transfer	1009204	10/09/20	\$ 64,119.27
BLAC003	Blackline Safety Corp	Electronic Fund Transfer	1030204	10/30/20	\$ 210.00
BREN001	Brenntag Pacific, Inc	Electronic Fund Transfer	1015204	10/15/20	\$ 11,106.87

**Victor Valley Wastewater Reclamation Authority**  
**Cash Disbursement Register**  
**From 10/1/20 through 10/31/20**

Vendor #	Vendor Name	Type	Payment #	Date	Total
VEBA000	California School Veba	Electronic Fund Transfer	1030206	10/30/20	\$ 548.76
VEBA000	California School Veba	Electronic Fund Transfer	1009205	10/09/20	\$ 650.98
CDWG000	Cdw Government, Inc	Electronic Fund Transfer	1030207	10/30/20	\$ 985.58
CDWG000	Cdw Government, Inc	Electronic Fund Transfer	1009206	10/09/20	\$ 2,249.82
CONS000	Consumers Pipe & Supply, Co.	Electronic Fund Transfer	1030208	10/30/20	\$ 383.55
CONS000	Consumers Pipe & Supply, Co.	Electronic Fund Transfer	1015205	10/15/20	\$ 66.85
CONS000	Consumers Pipe & Supply, Co.	Electronic Fund Transfer	1009207	10/09/20	\$ 1,863.97
CULL000	Culligan Water Conditioning	Electronic Fund Transfer	1022203	10/22/20	\$ 502.90
DKFS000	D.K.F. Solutions Inc.	Electronic Fund Transfer	1015206	10/15/20	\$ 350.00
DAVI003	Davis Electric, Inc	Electronic Fund Transfer	1022203	10/22/20	\$ 49,892.00
DAVI003	Davis Electric, Inc	Electronic Fund Transfer	1015207	10/15/20	\$ 5,088.00
DUDE000	Dudek	Electronic Fund Transfer	1009208	10/09/20	\$ 11,257.50
ENER001	Energy Choice, Inc.	Electronic Fund Transfer	1015208	10/15/20	\$ 1,496.45
FAST001	Fastenal	Electronic Fund Transfer	1022204	10/22/20	\$ 984.26
CHAR000	Fedak & Brown Llp	Electronic Fund Transfer	1009209	10/09/20	\$ 6,350.00
GLOB005	Global Equipment Company, Inc.	Electronic Fund Transfer	1030209	10/30/20	\$ 908.16
GRAI000	Grainger	Electronic Fund Transfer	10302010	10/30/20	\$ 522.89
GRAI000	Grainger	Electronic Fund Transfer	1022205	10/22/20	\$ 728.31
GRAI000	Grainger	Electronic Fund Transfer	10092010	10/09/20	\$ 118.30
HACH000	Hach Company	Electronic Fund Transfer	1015209	10/15/20	\$ 29,318.00
HIDE004	Hi Desert Forklift Service	Electronic Fund Transfer	1022206	10/22/20	\$ 600.00
HIDE004	Hi Desert Forklift Service	Electronic Fund Transfer	10152010	10/15/20	\$ 2,400.00
INGE000	Ingersoll Rand	Electronic Fund Transfer	10092011	10/09/20	\$ 1,800.00
ROBI000	John Robinson Consulting, Inc	Electronic Fund Transfer	10092012	10/09/20	\$ 1,200.00
BUST000	Johnny Bustos	Electronic Fund Transfer	10092013	10/09/20	\$ 242.43
KAES000	Kaeser Compressors, Inc	Electronic Fund Transfer	1022206	10/22/20	\$ 1,038.50
LABO002	Labor Finders	Electronic Fund Transfer	10302011	10/30/20	\$ 1,268.16
LABO002	Labor Finders	Electronic Fund Transfer	1022207	10/22/20	\$ 1,215.32
LARR000	Larry Walker Associates	Electronic Fund Transfer	1022209	10/22/20	\$ 21,365.50
MASO000	Mason'S Treescape Inc	Electronic Fund Transfer	10302012	10/30/20	\$ 9,500.00
MCMA000	Mc Master-Carr Supply Co.	Electronic Fund Transfer	10302013	10/30/20	\$ 140.29
MCMA000	Mc Master-Carr Supply Co.	Electronic Fund Transfer	10222010	10/22/20	\$ 455.09
MCMA000	Mc Master-Carr Supply Co.	Electronic Fund Transfer	10152011	10/15/20	\$ 1,803.37
MCGR000	Mcgrath Rentcorp	Electronic Fund Transfer	10302014	10/30/20	\$ 5,383.33
MICH000	Michael'S Auto Detail	Electronic Fund Transfer	10152012	10/15/20	\$ 270.00
MSAS001	Msa Safety Sales, Llc C/O Mcr Technologies, Inc	Electronic Fund Transfer	10222011	10/22/20	\$ 2,150.91
NETG000	Netgain Networks, Inc	Electronic Fund Transfer	10222012	10/22/20	\$ 20,517.48
PROF001	Profiles International	Electronic Fund Transfer	10302015	10/30/20	\$ 2,535.00
PVFS000	Pvf Sales Inc	Electronic Fund Transfer	10302016	10/30/20	\$ 63,090.29
PVFS000	Pvf Sales Inc	Electronic Fund Transfer	10092014	10/09/20	\$ 6,127.40
QUIN002	Quinn Company	Electronic Fund Transfer	10222012	10/22/20	\$ 729.32
RAFT000	Raftelis	Electronic Fund Transfer	10302017	10/30/20	\$ 1,997.50
SIEM003	Siemens Industry Inc.	Electronic Fund Transfer	10222013	10/22/20	\$ 29,545.06
SOCA000	Socal Filters And Services Inc.	Electronic Fund Transfer	10152013	10/15/20	\$ 886.05
SOUT000	Southern California Edison	Electronic Fund Transfer	10152014	10/15/20	\$ 3,500.00
TMOB000	T-Mobile	Electronic Fund Transfer	10092015	10/09/20	\$ 168.93
TRIM000	Trimax Systems	Electronic Fund Transfer	10222014	10/22/20	\$ 66,294.34
USBA000	U.S. Bank	Electronic Fund Transfer	10222017	10/22/20	\$ 5,837.89
USAB000	U.S.A. Bluebook	Electronic Fund Transfer	10302018	10/30/20	\$ 182.63
USAB000	U.S.A. Bluebook	Electronic Fund Transfer	10222014	10/22/20	\$ 1,453.80
USAB000	U.S.A. Bluebook	Electronic Fund Transfer	10152015	10/15/20	\$ 3,897.41
UNDE000	Underground Service Alert Of Southern California	Electronic Fund Transfer	20195	10/13/20	\$ 192.59
VICT015	V. V. Tow, Inc.	Electronic Fund Transfer	10302019	10/30/20	\$ 106.25
HAGE000	Vallen Distribution, Inc	Electronic Fund Transfer	10222015	10/22/20	\$ 1,228.98
VVWE000	Victor Valley Wastewater Employees Assoc	Electronic Fund Transfer	10302020	10/30/20	\$ 675.00
VVWE000	Victor Valley Wastewater Employees Assoc	Electronic Fund Transfer	10092016	10/09/20	\$ 662.50
LYLE000	W.M. Lyles	Electronic Fund Transfer	10222016	10/22/20	\$ 2,181.00
WAXI000	Waxie Sanitary Supply	Electronic Fund Transfer	1030205	10/30/20	\$ 608.70
WEST000	West Coast Safety Supply	Electronic Fund Transfer	10092016	10/09/20	\$ 1,326.56
ANTH000	Anthony, Donna	Bank Draft	DFT01348	10/22/20	\$ 432.00
BILL002	Billings, Richard	Bank Draft	DFT01345	10/22/20	\$ 432.00
CHAR001	Charter Communications	Bank Draft	DFT01382	10/21/20	\$ 4,916.63
DAGIN000	Dagnino, Roy	Bank Draft	DFT01346	10/22/20	\$ 432.00
DAVI001	Davis, Tim	Bank Draft	DFT01347	10/22/20	\$ 432.00
EDD000	Employee Development Department	Bank Draft	DFT01378	10/23/20	\$ 190.70
EDD000	Employee Development Department	Bank Draft	DFT01379	10/23/20	\$ 5,612.49
EDD000	Employee Development Department	Bank Draft	DFT01381	10/23/20	\$ 48.12
EDD000	Employee Development Department	Bank Draft	DFT01339	10/09/20	\$ 207.01
EDD000	Employee Development Department	Bank Draft	DFT01340	10/09/20	\$ 5,388.39
EDD000	Employee Development Department	Bank Draft	DFT01342	10/09/20	\$ 53.63
FLIN000	Flint, Terrie Gossard	Bank Draft	DFT01349	10/22/20	\$ 245.78
FLYE000	Flyers Energy, Llc	Bank Draft	DFT01390	10/29/20	\$ 695.29

**Victor Valley Wastewater Reclamation Authority  
Cash Disbursement Register  
From 10/1/20 through 10/31/20**

Vendor #	Vendor Name	Type	Payment #	Date	Total
FLYE000	Flyers Energy, Llc	Bank Draft	DFT01383	10/21/20	\$ 665.36
GILL001	Gillette, Randy	Bank Draft	DFT01350	10/22/20	\$ 432.00
GYUR000	Gyurcsik, Darline	Bank Draft	DFT01351	10/22/20	\$ 212.39
HINO000	Hinojosa, Thomas	Bank Draft	DFT01352	10/22/20	\$ 432.00
JOHN004	Johnson, Patricia J.	Bank Draft	DFT01353	10/22/20	\$ 200.43
KENI000	Keniston, Olin	Bank Draft	DFT01354	10/22/20	\$ 245.78
KONI000	Konica Minolta Busin ess Solutions	Bank Draft	DFT01384	10/21/20	\$ 351.02
APPL000	Liberty Utilities	Bank Draft	DFT01343	10/08/20	\$ 91.39
LINC000	Lincoln Financial Group	Bank Draft	DFT01391	10/29/20	\$ 8,174.20
MAIN000	Main, Randy	Bank Draft	DFT01359	10/22/20	\$ 432.00
MCGE000	Mcgee, Mark	Bank Draft	DFT01355	10/22/20	\$ 432.00
MONT000	Montgomery, Lillie	Bank Draft	DFT01356	10/22/20	\$ 188.03
NALI000	Nalian, L. Christina	Bank Draft	DFT01357	10/22/20	\$ 432.00
NAVE000	Nave, Patrick	Bank Draft	DFT01358	10/22/20	\$ 432.00
PRIN000	Principal Life Ins. Co.	Bank Draft	DFT01392	10/29/20	\$ 2,115.79
ROBE001	Robert Half International/Accountemps	Bank Draft	DFT01389	10/21/20	\$ 7,920.00
SOUT000	Southern California Edison	Bank Draft	DFT01385	10/21/20	\$ 18,922.40
SOUT006	Southwest Gas Company	Bank Draft	DFT01386	10/21/20	\$ 110.60
SPAR000	Sparkletts Drinking Water	Bank Draft	DFT01387	10/21/20	\$ 889.30
STAT002	State Board Of Equalization	Bank Draft	DFT01344	10/08/20	\$ 197.00
SWRC000	Swrcb	Bank Draft	DFT01393	10/29/20	\$ 2,625.00
UPS0000	Ups	Bank Draft	DFT01394	10/29/20	\$ 1,483.47
UPS0000	Ups	Bank Draft	DFT01388	10/21/20	\$ 27.32
<b>Total ACH &amp; EFT</b>					<b>\$ 665,873.91</b>

Approved

*C. Keary 11-04-20*

<b>Total Checks</b>	\$ 108,310.32
<b>Total ACH and EFT</b>	\$ 665,873.91
<b>Total Payroll - October 2020</b>	\$272,599.65
<b>Total</b>	<u>\$ 1,046,783.88</u>



**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY  
Board of Commissioners Staff Report**

**TO:** VVWRA Board of Commissioners

**FROM:** Darron Poulsen, General Manager *DRP*

**SUBMITTED BY:** Latif Laari, Business Applications Manager *[Signature]*

**DATE:** November 19, 2020

**SUBJECT:** **REQUEST TO APPROVE A CONTRACT FOR ONCALL OR AS NEEDED SCADA SERVICES**

<input checked="" type="checkbox"/> <b>For Action</b>	<input checked="" type="checkbox"/> <b>Fiscal Impact</b> \$ 55,000
<input type="checkbox"/> <b>Information Only</b>	<input checked="" type="checkbox"/> <b>Account Code:</b> 01-02-545-6020-9999
	<input checked="" type="checkbox"/> <b>Funds Budgeted/Approved:</b> Budgeted <i>ck</i>

**STAFF RECOMMENDATION**

It is recommended that the Board of Commissioners approve the General Manager to execute an on-call contract for SCADA, PLCs and Industrial Networks services not to exceed \$55,000.00 for public project services to the selected contractor(s) listed below upon review and approval by legal counsel.

**PREVIOUS ACTION(S)**

None

**BACKGROUND INFORMATION**

In the past few years, VVWRA MIS staff was reduced to one technician, and as a result, SCADA contractors were retained to provide the following automation services on an as-needed basis:

- Programmable Logic Controller (PLC), Remote Terminal Unit (RTU) and Human Machine Interface (HMI) programming and design.
- Recommend and implement software changes and/or updates.
- Troubleshoot, repair, and improve electrical control systems, instrumentation equipment, communication problems, and software to ensure system functionality.
- Design assistance and recommendations for current and future SCADA/electrical projects.
- Security updates and audits as needed or requested.
- SCADA system functionality upgrades.
- Read, decipher, and design plans for current equipment and new projects in both Hardware and Software.
- Create new or modify existing HMI screens.

- Guidance and recommendations with software and hardware upgrades.
- Assist in creating a written PLC and SCADA programming standard to be used as a VVWRA standard for all future projects and when redesigning the existing system.
- Full system assessment.
- Perform general preventive maintenance at remote sites as requested.
- New project integration.
- Reprogram existing remote sites to new VVWRA SCADA Standard as required
- Communications and network support, repair and installation.
- Provide training for VVWRA staff on any new software, equipment, or changes to the SCADA system.
- Other SCADA related tasks requested by VVWRA.

Due to the increasing difficulties to obtain timely competitive bids from SCADA contractors, this contract for on call or as needed SCADA services not to exceed \$55,000.00 will improve staff's ability to respond to situations requiring SCADA work and to complete larger and more specialized Automation projects.

Under Section IX, Paragraph A & B of VVWRA procurement policy, staff compiled a list of SCADA contractors with a proven track record with VVWRA based on the following criteria:

Any SCADA contractor on the list can:

- Provide faster response time to SCADA emergencies
- Help with large projects
- Provide competitive rates for both time and material
- Have familiarity with VVWRA SCADA, PLCs & Industrial Networks assets
- Bring increased productivity to a project
- Hold industry certifications and meet all current licensing and registration requirements.

When the need arises, VVWRA staff will determine which contractor to call based on their responsiveness, availability, proposed costs, and past performance.

**List of SCADA contractors:**

<b>Contractor</b>	<b>Address</b>	<b>Phone number</b>
<b>Trimax Systems</b>	565 Explorer Street, Brea, CA 92821	(714) 255-8590
<b>Vertech</b>	16 Technology Dr. Ste 118 Irvine, CA	(949) 596-7986

Once this on-call or as-needed contract reaches the \$55,000 threshold, it will be terminated without accruing any further costs in excess of the \$55,000 threshold. VVWRA staff will come back to the board to renew the on-call or as-needed contract according to VVWRA procurement policy.

At this time, staff is requesting that the Board of Commissioners approve the General Manager to execute an on-call contract for SCADA services not to exceed \$55,000.00 for public project services to the selected contractor(s) listed above upon review and approval by legal counsel..



**RESOLUTION NO. 2020-11**

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

**WHEREAS**, Supervisor Robert Lovingood has been serving as the primary representative for the County of San Bernardino on the Victor Valley Wastewater Reclamation Authority (VWRA) Board of Commissioners since July 2018; and

**WHEREAS**, Supervisor Lovingoods’ knowledge, experience and accomplishments as an elected official and public servant for San Bernardino County were invaluable during the term of his service on the VWRA Board of Commissioners; and

**WHEREAS**, Supervisor Lovingood performed his duties with the utmost diligence and distinction and with perceptive insight of community issues; and

**WHEREAS**, Supervisor Lovingood’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 ROBERT LOVINGOOD 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 19th day of November 2020.

\_\_\_\_\_  
**Jim Cox, Chair**  
**VWRA Board of Commissioners**

**APPROVED AS TO FORM:**

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

\_\_\_\_\_  
**Scott Nassif, Treasurer**  
**VWRA Board of Commissioners**

**RESOLUTION NO. 2020-12**

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

**WHEREAS**, Jim Cox has been serving as the primary representative for the City of Victorville on the Victor Valley Wastewater Reclamation Authority (VWRA) Board of Commissioners since December 2018; and

**WHEREAS**, Mr. Cox'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 VWRA Board of Commissioners; and

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

**WHEREAS**, Mr. Cox'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 JIM COX 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 19th day of November 2020.

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**Larry Bird, Vice-Chair**  
**VWRA Board of Commissioners**

**APPROVED AS TO FORM:**

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

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**Robert Lovingood, Secretary**  
**VWRA Board of Commissioners**

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



## ***Financial and Cash Reports***

***October 2020***

## Executive Summary of Financial Statements

## For the Month Ended October 31, 2020

1. Cash balance at October 31, 2020 is \$11.09 million with reserves required for operations. The agreements with State Water Resources Control Board require we maintain the loan principal and interest payment amount for the following year.

	<u>Current Balance</u>
O&M Reserve: 10% of Prior Year Budgeted Operating Expenses	\$ 1,484,420
R&R Reserve: 1% of Land Improvements/Plants/Interceptors PY CAFR	2,974,530
Reserve for SRF Payments (P& I) - Operating	2,749,736
Reserve for SRF Payments (P& I) - Capital	2,133,074
Cash Available for Operations and Capital	<u>1,749,653</u>
Total Cash	<u>\$ 11,091,413</u>

2. Settlement: During October 2020, we have recorded the entire \$2.20 million as the settlement receivable with \$24,859 discount interest expense to reflect a present value of \$2.18 million.
3. The October 2020 financial statements show a surplus of \$1,987,393 (a cumulative year-to-date surplus of \$105,983) to reflect the settlement revenue after \$1.02 million (cumulative \$4.07 million) depreciation expense. The depreciation expense is a part of financial statements but does not affect our cash flow.
4. The current month user fee revenue is higher than a budgeted monthly average amount by \$59,660. However, the connection fee revenue during the current month is lower than a budgeted average monthly amount by \$50,611. The expenses are what the staff processed during the month that may not match corresponding revenues. The staff will record matching expenses at a year-end by accruing incurred costs.



Chieko Keagy, Controller

Victor Valley Wastewater Reclamation Authority  
**CASH AND RESERVE SUMMARY**  
 October 31, 2020

G/L Account	Description	Balance
1000	DCB Checking Account	\$ 1,113,000
1030	DCB Sweep Account	519,342
1075	Cal TRUST	6,542,672
1070	LAIIF	2,916,398
	Total Cash	<u>\$ 11,091,412</u>

\$65 mil Max

	Current Balance	Restricted	Assigned
O&M Reserve: 10% of Prior Year Budgeted Operating Expenses	\$ 1,484,420	\$	\$ 1,484,420
R&R Reserve: 1% of Land Improvements/Plants/Interceptors PY CAFR	2,974,530		2,974,530
Reserve for SRF Payments (P& I) - Operating	2,749,736	2,749,736	
Reserve for SRF Payments (P& I) - Capital	2,133,074	2,133,074	
Cash Available for Operations and Capital	1,749,653	-	
Total Cash	<u>\$ 11,091,413</u>	<u>\$ 4,882,810</u>	<u>\$ 4,458,949</u>

**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	\$ 770,707	257,745	203,725	625,220	892,339	\$ 2,749,736
Reserve for SRF Payments (P& I) - Capital	1,094,924	-	67,908	399,731	570,512	2,133,074
	<u>\$ 1,865,631</u>	<u>257,745</u>	<u>271,633</u>	<u>1,024,951</u>	<u>1,462,850</u>	<u>\$ 4,882,810</u>

*Payment Schedule*

Upper Narrows Replacement	December	257,745
NAVI	February	258,151
Subregional - AV	February	1,024,951
Subregional - HES	February	1,462,850
11.0 MGD	April	579,870
Phase III-A	June	1,027,610
Nanticoke	June	271,633
		<u>\$ 4,882,810</u>

**Victor Valley Wastewater Reclamation Authority**  
**Statement of Net Position**  
**October 31, 2020**

<u>Assets and Deferred Outflows of Resources</u>	<u>2021</u>
<b>Current assets:</b>	
Cash and cash equivalents	\$ 11,050,887
Interest receivable	1,163
Accounts receivable	5,092,701
Receivable from FEMA Grants	3,105,376
Accounts receivable - Other	1,948,858
Allowance for Doubtful Accounts	(101,222)
Materials and supplies inventory	95,478
Prepaid expenses and other deposits	<u>234,134</u>
<b>Total current assets</b>	<u>21,427,375</u>
<b>Fixed assets:</b>	
Capital assets not being depreciated	2,562,178
Capital assets being depreciated	<u>174,658,023</u>
<b>Total capital assets</b>	<u>177,220,201</u>
<b>Total assets</b>	<u>198,647,576</u>
<b>Deferred outflows of resources</b>	
Deferred outflows of resources - OPEB	1,130,711
Deferred outflows of resources - pension	<u>1,273,074</u>
<b>Total</b>	<u>\$ 201,051,361</u>
 <u><b>Liabilities, Deferred Inflows of Resources, and Net Position</b></u>	
<b>Current liabilities:</b>	
Accounts payable and accrued expenses	\$ 382,180
Accrued interest on long-term debt	242,383
Long-term liabilities - due within one year:	
Compensated absences	65,509
Lease payables	103,791
Loans payables	4,882,810
Other payables	<u>6,246</u>
<b>Total current liabilities</b>	<u>5,682,919</u>
<b>Non-current liabilities:</b>	
Long-term liabilities - due in more than one year:	
Compensated absences	298,455
Other post employment benefits payable	3,840,737
Lease payable	142,597
Loans payable	74,851,265
Net pension liability	6,054,828
Other payables	<u>-</u>
<b>Total non-current liabilities:</b>	<u>85,187,882</u>
<b>Total liabilities</b>	<u>90,870,801</u>
<b>Deferred inflows of resources</b>	
Deferred inflows of resources - OPEB	-
Deferred inflows of resources - pension	<u>162,622</u>
<b>Net position:</b>	
Net investment in capital assets	101,232,776
Restricted for capital projects	-
Restricted for SRF loan covenant	4,882,810
Unrestricted	3,796,368
Decrease in net position FY 2021	<u>105,984</u>
<b>Total net position</b>	<u>110,017,938</u>
<b>Total</b>	<u>\$ 201,051,361</u>

**Victor Valley Wastewater Reclamation Authority**  
**Revenues and Expenses**  
**Operations and Maintenance**  
For the Month Ended October 31, 2020

	Actual October 2020	YTD Actual FY 20-21	Approved Budget FY 20-21
<b>REVENUES</b>			
User Charges	\$ 1,398,493	\$ 5,448,918	\$ 16,065,997
Sludge Flow Charge	11,079	39,342	108,000
High Strength Waste Surcharges	-	10,929	20,004
ADM FOG Tipping Fee Revenue	4,794	18,849	200,000
Septage Receiving Facility Charges	56,522	241,921	600,000
Reclaimed Water Sales	862	3,695	99,552
Potable Well Water Sales	134	535	-
Interest	107	429	-
Pretreatment Fees	3,900	18,500	50,400
Finance Charge	-	-	-
Grant - FEMA/Cal-EMA	-	-	-
Grant - Proposition 1	-	-	-
Grant- Other State and Federal	-	-	-
Diversion Settlement	2,200,000	2,200,000	-
Sale of Assets, Scrap, & Misc Income	5,807	100,286	1,596
<b>Total REVENUES</b>	<b>\$ 3,681,698</b>	<b>\$ 8,083,405</b>	<b>\$ 17,145,549</b>
<b>EXPENSES</b>			
Personnel	\$ 362,240	\$ 1,936,806	\$ 5,675,417
Maintenance	29,610	452,048	2,424,560
Operations	142,085	922,799	3,778,233
Administrative	184,602	556,692	1,772,967
Construction	25,598	229,899	817,503
<b>Total EXPENSES</b>	<b>\$ 744,135</b>	<b>\$ 4,098,244</b>	<b>\$ 14,468,680</b>
<b>Revenues over Expenses before Depreciation, Debt Service and Transfers</b>	<b>\$ 2,937,563</b>	<b>\$ 3,985,160</b>	<b>\$ 2,676,869</b>
Depreciation Expense	1,016,458	4,068,544	-
FEMA CalOES Retention	-	-	-
<b>DEBT SERVICE</b>			
SRF Principal	-	-	2,061,035
SRF Interest	-	-	688,703
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,749,738</b>
<b>FUND TRANSFERS IN</b>			
Salary/Benefits Charge from Capital	-	-	-
Admin Charge from Capital	-	-	-
<b>Total FUND TRANSFERS IN</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND TRANSFERS OUT</b>			
Transfer to Repairs and Replacements Fund	-	-	-
Inter-fund loan payment to Capital	-	-	-
<b>Total FUND TRANSFERS OUT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess Revenues Over Expenses</b>	<b>\$ 1,921,104</b>	<b>\$ (83,384)</b>	<b>\$ (72,869)</b>

Victor Valley Wastewater Reclamation Authority  
Revenues and Expenditures  
**CAPITAL**  
For the Month Ended October 31, 2020

	Actual October 2020	YTD Actual FY 20-21	Approved Budget FY 20-21
<b>REVENUES</b>			
Connection Fees	\$ 144,347	\$ 375,417	\$ 2,339,500
Title 16 Grant - Subregional	-	-	-
Grant- Water Recycling	-	-	-
Sale of Assets, Scrap, & Misc Income	-	-	-
Interest	4,680	26,303	180,000
Proposition 1 Grant	-	-	-
Proposition 84 Grant	-	-	-
CEC Microgrid Grant	-	-	-
FMV Adjustment	(3,166)	(13,331)	-
Grant - FEMA/Cal-EMA	-	-	-
<b>Total REVENUES</b>	<u>\$ 145,861</u>	<u>\$ 388,389</u>	<u>\$ 2,519,500</u>
<b>CAPITAL EXPENSES</b>			
Personnel	\$ -	-	-
Maintenance	-	-	-
Operations	-	-	-
Administrative	-	-	-
Construction	79,573	199,022	-
<b>Total CAPITAL EXPENSES</b>	<u>\$ 79,573</u>	<u>\$ 199,022</u>	<u>\$ -</u>
<b>Revenues over Expenses before Debt Service and Transfers</b>	<u>\$ 66,289</u>	<u>\$ 189,367</u>	<u>\$ 2,519,500</u>
<b>DEBT SERVICE</b>			
SRF Principal	\$ -	-	\$ 1,763,058
SRF Interest	-	-	370,014
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,133,072</u>
<b>FUND TRANSFERS IN</b>			
Capital Recovery - Septage from O&M	\$ -	-	-
Interfund Loan Payment from O&M	-	-	-
<b>Total FUND TRANSFERS IN</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>FUND TRANSFERS OUT</b>			
Salary/Benefits Charge to O & M	\$ -	-	-
Admin Charge to O & M	-	-	-
<b>Total FUND TRANSFERS OUT</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Excess Revenues Over Expenses</b>	<u>\$ 66,289</u>	<u>\$ 189,367</u>	<u>\$ 386,428</u>

*Accrual Basis*



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY  
SRF LOAN SUMMARY  
October 31, 2020

	Existing	Existing	Existing	Existing	Existing	Existing	Existing	
	11 MGD Expansion	North Apple Valley Interceptor	Phase IIIA Regulatory Upgrades	UN Replacement Project	Nanticoke Pump Station Bypass	Apple Valley Sub-Regional	Hesperia Sub-Regional	Total Agreed SRF Loans
<b>SRF LOAN #</b>	<b>4574</b>	<b>4658</b>	<b>5376</b>	<b>7805</b>	<b>7833</b>	<b>4806</b>	<b>4807</b>	
Original Amount Financed	\$ 11,430,726.00	\$ 4,084,688.00	\$ 18,581,561.00	\$ 4,286,380.00	\$ 4,495,212.79	\$ 26,455,228.84	\$ 37,758,384.81	\$ 107,092,181.44
SRF Interest Rate (fixed)	* 0.00%	2.50%	2.70%	1.90%	1.90%	1.00%	1.00%	Varies
Local Match Amount	1,905,159.00	-	-	-	-	-	-	1,905,159.00
Principal Forgiveness	n/a	n/a	<b>3,000,000.00</b>	n/a	n/a	n/a	n/a	3,000,000.00
SRF Amount Borrowed	9,525,567.00	4,084,688.00	15,717,667.66	4,286,380.00	4,495,212.79	26,455,228.84	37,758,384.81	102,323,129.10
Annual Payment Amount	579,869.96	258,151.05	1,027,609.73	257,745.38	271,632.70	1,024,950.85	1,462,850.30	4,882,809.97
Annual Payment Due Date	April 3	February 13	June 30	December 31	June 30	February 28	February 28	Varies
Loan Term (years)	20	20	20	20	20	30	30	Varies
Years remaining	2	4	12	13	17	28	28	Varies
<b>DEBT SERVICE</b>								
<b>Loan Outstanding Balance</b>	<b>1,130,489.51</b>	<b>971,157.57</b>	<b>10,414,458.82</b>	<b>2,789,845.40</b>	<b>3,914,785.42</b>	<b>24,923,159.02</b>	<b>35,571,316.18</b>	<b>79,715,211.92</b>
Principal Paid to Date	8,395,077.49	3,113,530.43	5,303,208.84	1,496,534.60	580,427.37	1,532,069.82	2,187,068.63	22,607,917.18
Interest Paid to Date	1,875,908.58	981,340.16	2,859,893.87	228,255.84	234,470.73	517,831.88	738,631.97	7,436,333.03
First Payment Date	April 3, 2003	Feb. 13, 2005	June 30, 2013	Dec. 31, 2016	Jun 30, 2018	February 28 2019	February 28 2019	Varies
Final Payment Date	April 3, 2022	Feb. 13, 2024	June 30, 2032	Dec. 31, 2032	Jun. 30, 2037	February 28, 2048	February 28, 2048	Varies
Effective interest rate	1.850%	2.499%	2.700%	1.900%	1.900%	1.00%	1.00%	Varies

\* An imputed interest rate is 1.707% per annum.

# *Victor Valley Wastewater Reclamation Authority*



## *Operations and Maintenance Report*

*October 2020*

**Victor Valley Wastewater Reclamation Authority  
Operations and Maintenance Report  
October 2020**

**TO:** Board of Commissioners  
**FROM:** Operations & Maintenance Staff  
**SUBJECT:** Operations / Maintenance Report  
**DATE:** Nov 19, 2020

The following information details the operation of the Victor Valley Wastewater Reclamation Authority Facility for October 2020. Included in this report is pertinent information regarding flows, process control information, process sampling, permit requirements, operations activities, and facility maintenance activities.

### Pertinent Operational Data

Total Flow to Mojave	114.36 MGD	Effluent to Mojave BOD	<4.71 mg/l
Avg. Daily Mojave Flow	3.69 MGD	Plant BOD Removal %	>98.49 %
Total Flow to Perc Ponds	235.62 MGD	Effluent to Mojave TSS	<2.0 mg/l
Avg. Daily Flow to Perc Ponds	7.60 MGD	Plant TSS Removal %	>99.76 %
Effluent to Mojave avg. Turbidity	0.34 NTU	Avg. Filter Effluent Turbidity	.48 NTU
Avg. Primary Sludge Flow	74,420 GPD	Avg. Primary Sludge TS%	2.30 %
Avg. Primary BOD Removal %	47.608 %	Avg. Primary TSS Removal %	69.73 %
Avg. 30min Settle-O-Meter	149 ml/l	Avg. Settle-O-Meter Pop Time	>90 min
Avg. Secondary Turbidity	1.58 NTU	Total ADM/FOG Received	119,846 gal
Total Digester Gas Production	10,311,821 scf	Total ADM Received	0 gal
Digester 4 Gas Production	5,625,628 scf	Total FOG Received	119,846 gal
Digester 5 Gas Production	4,686,193 scf	Avg. Digester VA/A Ratio	.051

### CMMS Work Order Activity

#### VVWRA KPI Report

11/2/2020  
10:18 AM

10/1/2020 - 10/31/2020

KPI	Count	Percent
Planned Work Total	150	
Planned Work Completed	150	100.00%
Planned Work Completed On-Time	143	95.33%
Planned Work Incomplete	0	0 %
Planned Work Completed Late	7	4.67%
Total Work Completed	424	
Reactive Work Completed	64	15.09%
PM Work Completed	332	78.30%

## O & M Activities

- **Permit Continuous Monitoring Requirements**
  - All permit required, continuous monitoring equipment was on-line and working properly during the month.
  - All PH and conductivity probes cleaned and calibrated.
  - All TSS and Turbidity probes were cleaned and calibrated.
  - UVT probe cleaned and calibrated.
  - Monthly intensity probe verification completed.
- **Permit Violations**
  - No permit violations.
- **Sampling**
  - All permit required samples for the month were collected and processed.
  - Monthly gas samples collected.
- **Safety**
  - Monthly vehicle safety inspections completed.
  - Monthly gas tech monitor inspections completed.
  - Monthly eyewash safety showers inspected.
  - Monthly SCBA inspections.
  - Hazardous storage area inspection.
  - Spill kit inspections.
- **Monthly Backup Generator Tests**
  - Routine testing of the backup generators was completed and showed no issues.
- **Essential Equipment Maintenance**
  - Aqua Guard pre-treatment screen inspected and serviced.
  - Headwork's conveyor belt lubed and inspected.
  - Grit classifier monthly lubed.
  - Monthly Daft lube PM.
  - Primary clarifier shear pins replaced as needed.
  - Primary sludge pump repack PMs completed.
  - Piller blowers 1 & 6 weekly inspections complete.
  - Service Air compressors inspection and service completed.
  - Waukesha engines inspections completed.
  - Monthly tertiary filters gear box and platform drive wheel service complete.
  - Filter #1 & #2 monthly platform gear box PMs completed.
  - Monthly filter festoon inspection completed.
  - Filter #1 & #2 monthly backwash wasting pumps oil checks complete.
  - DAFT #1 and #2 Air Compressors PM services complete.
  - DAFT monthly lube completed.
  - Monthly UREA refill completed on CHPs #1 & #2.
  - CHP1&2 differential pressure readings taken within normal range, Gas DP pressure collected within normal range.

## Operations / Areas of Concern

- **Sludge Thickening Operation**
  - Testing and prepping DAFT 3 to run as a primary sludge DAFT.
  - Scheduling a line cleaning for the primary feed lines in the road.
- **Primary Treatment**
  - Balancing primary sludge flows to the digesters.
  - Utilizing DAFT 3 to thicken primary sludge.
  - Preparing to take down both digesters in the winter.
- **Digester Project**
  - Starting to fill Digesters 1 thru 3 to bring them up to temp.
- **Subregional Facilities**
  - Waiting for Fibracast to have new shrouds shipped along with replacement membranes for install.
- **Final Effluent**
  - Were offline for a period of time due to blower issues.

## Major Maintenance Activities

- **Digester Project**
  - Replaced all valves in Dig 1-3 lower nest.
  - Started prepping Digester feed line cleanout.
- **Primary Treatment**
  - Daft 3 ongoing upgrades
  - Primary sludge pump repacks completed.
- **Treatment Disposal**
  - GBT Tank upgrades.
  - GBT Motor upgrades completed.
  - GBT improvements ongoing.
  - Digester 1-3 upgrades ongoing.
  - Removed septage debris from clean out pads
  - Cleaned digester gas lines.
- **Secondary Treatment**
  - Turblex blower 2 ongoing upgrades.
- **Power generation**
  - CHP 1 pistons and liners refurbished.

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



## **Environmental Compliance Department Report**

**October 2020**

VWRA Environmental Compliance Department  
Industrial Pretreatment Program

## **I. Interceptors Operation and Maintenance:**

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### **1. Interceptors cleaning & CCTV:**

No cleaning or CCTV was performed in October 2020

### **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: March 12, 2020

### **5. Interceptors maintenance budget remaining:**

- ✓ The fiscal year 2020-2021 Interceptor sewer maintenance amount remaining for sewer cleaning and inspection services is \$81,631.34

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

- ✓ A total of One hundred and ten (110) USA Tickets were received and processed in October 2020.

### **7. Flow monitoring Studies:**

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

## II. Industrial pretreatment Activities:

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1. **New Business Questionnaires and permits applications evaluated:**
  - ✓ Fourteen (14) New Business Questionnaires were processed in the month of October2020.
  - ✓ One (1) New Business Inspection was conducted in the month of October2020.
2. **New permits issued:**
  - ✓ One (1) New permits were issued in the month of October2020.
3. **Permit renewals issued:**
  - ✓ Twenty-One (21) Class III permit renewals were issued in the month of October2020.
4. **Work Orders:**
  - ✓ 31 Work Orders were completed in October2020
5. **Monthly revenues collected, and invoices issued:**
  - ✓ Revenues: \$1,900.00
  - ✓ Invoiced: \$3,900.00



### III. Industrial Pretreatment Activities (continued)

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**1. Current enforcement actions:**

- ✓ No Notice of Violations were issued in October 2020.

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

- ✓ The current number of VVWRA's industrial wastewater discharge permits is 428, they are comprised as follows:

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

- ✓ The permitted establishments include:

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

- ✓ Permitted businesses are distributed among member entities as follows: 163 in Victorville, 124 in Apple Valley, 117 in Hesperia and 1 in Oro Grande.

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



**Environmental Compliance Department**

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

**October2020**

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

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

### Receiving invoices

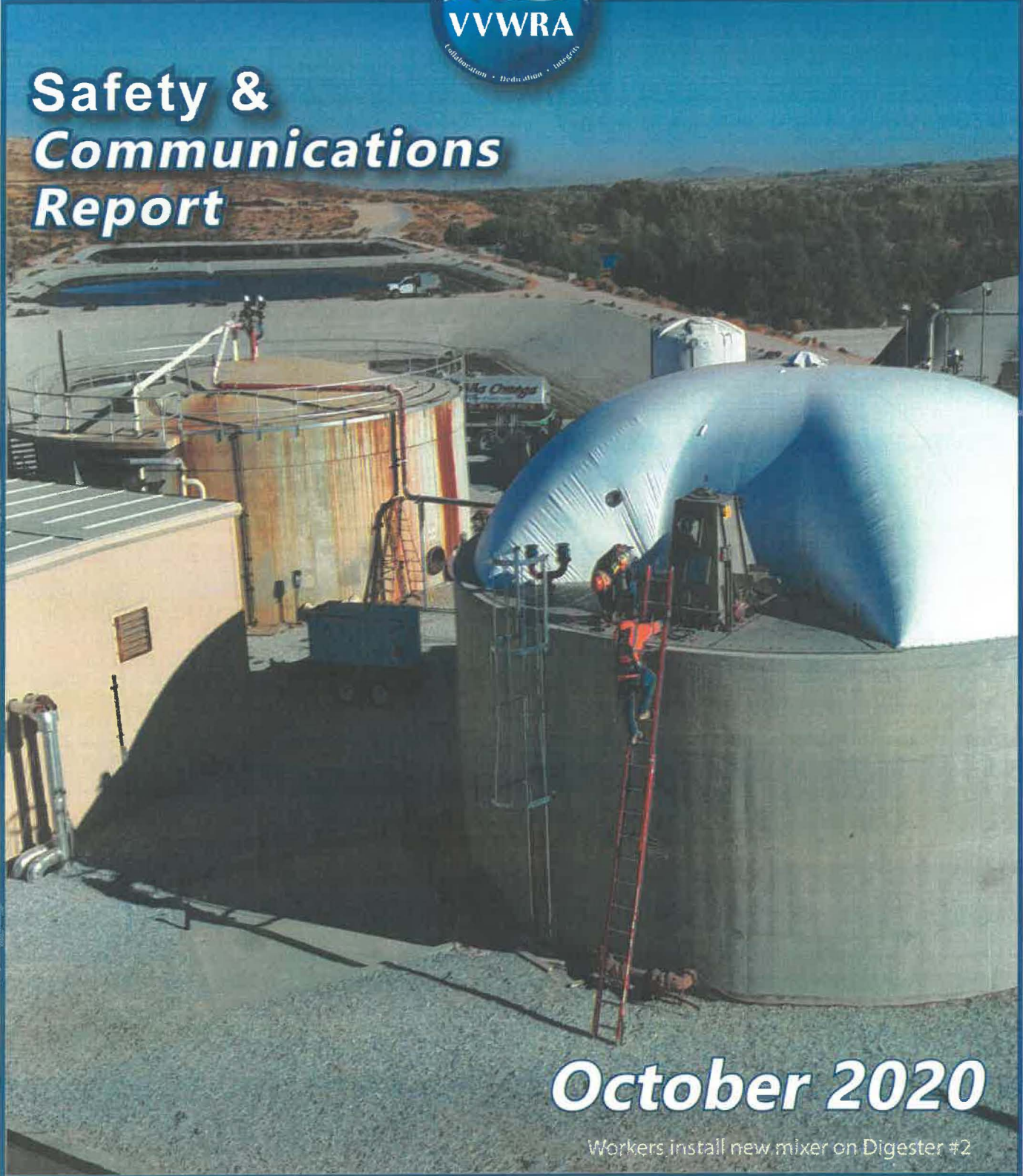
ID No	Septage Hauler	Invoice Date	Total Gallons	Invoice Amount
ABS000	Absolute Pumping	10/28/2020	36,000	\$3,369.60
ALP000	Alpha Omega Septic Service	10/28/2020	121,609	\$11,382.60
BUR000	Burns Septic	10/28/2020	124,000	\$11,606.40
HIT000	Hitt Plumbing	10/28/2020	0	\$0
HON001	Honest Johns Septic Service, Inc	10/28/2020	109,016	\$10,203.90
POO000	Pooman Pumping	10/28/2020	66,000	\$6,177.60
RIG001	Right Angle Solutions	10/28/2020	0	\$0
ROT001	T.R. Stewart Corp. dba Roto Rooter	10/28/2020	93,042	\$8,708.73
USA000	USA Septic	10/28/2020	54,200	\$5,073.12
ALP000	Alpha Omega Septic Service (Nutro)	10/28/2020	119,846	\$4,793.84
COW000	Co-West Commodities	10/28/2020	0	\$0
HIT000	Hitt Plumbing	10/28/2020	0	\$0
LIQ000	Liquid Environmental Solutions of CA	10/28/2020	0	\$0
SMC000	SMC Grease Specialist, Inc.	10/28/2020	0	\$0
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	10/28/2020	0	\$0
<b>Grand Totals</b>			<b>723,713</b>	<b>\$61,315.79</b>

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

<b>ID No</b>	<b>Business Name</b>	<b>Payments Received</b>
ABS000	Absolute Pumping	\$3,655.45
ALP000	Alpha Omega Septic Service	\$0
BUR000	Burns Septic	\$11,232.00
HIT000	Hitt Plumbing	\$643.03
HON001	Honest Johns Septic Service, Inc	\$0
RIG001	Pooman Pumping	\$8,243.21
ROT001	T.R. Stewart Corp. dba Roto Rooter	\$12,861.95
USA000	USA Septic	\$0
ALP000	Alpha Omega Septic Service (Nutro)	\$0
COW000	Co-West Commodities	\$0
LIQ000	Liquid Environmental Solutions of CA	\$0
SMC000	SMC Grease Specialist, Inc.	\$0
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	\$0
HIT000	Hitt Plumbing	\$0
<b>Grand Total</b>		<b>\$36,635.64</b>



# Safety & Communications Report



**October 2020**

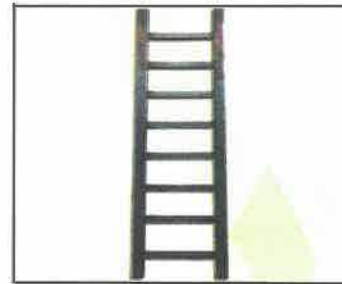
Workers install new mixer on Digester #2



# Safety

## STAFF SAFETY TAILGATE TRAINING CONDUCTED

- Oct. 1 --7 common causes of accidents
- Oct. 8 -- Ladder safety
- Oct. 15 --golf cart safety
- Oct. 22 -- basic radio etiquette
- Oct. 29 -- LOTO procedures





# Safety

## Safety Events/ Training

- Safety tailgates
- Daily, weekly and monthly plant inspections
- Staff has been assigned online safety courses including lock out/tag out



## Unsafe Conditions Reported/Resolved

Date of last recordable accident/injury: November 18, 2019

Days since last recordable accident/injury:

**348 Days**





# Safety

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

- Safety Tailgates will be conducted weekly online
- Safety Committee meeting
- Front end loader training
- We will sprinkle in on site training, including front end loader training, while continuing online training as well



# Outreach

- Fall edition of the Purple Pipe completed
- Most plant tours have been suspended until further notice due to coronavirus crisis.

