



Yucaipa Valley Water District

12770 Second Street, Yucaipa, California 92399 Phone: (909) 797-5117

Notice and Agenda of a Regular Meeting of the Board of Directors

Wednesday, July 6, 2011 at 6:00 p.m.

- I. CALL TO ORDER - Pledge of Allegiance
- II. ROLL CALL
- III. PUBLIC COMMENTS - At this time, members of the public may address the Board of Directors on matters within its jurisdiction. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the board meeting.
- IV. CONSENT CALENDAR - All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the board considers the motion unless members of the board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar. The General Manager recommends approval of the following:
 - A. Minutes of Meetings
 1. Regular Board Meeting - June 15, 2011
 2. Board Workshop - June 28, 2011
- V. BOARD REPORTS
 - A. Association of the San Bernardino County Special Districts - June 20, 2011
 - B. Yucaipa Valley Water District Board Workshop - June 28, 2011
 - C. Other Reports by Board Members
- VI. STAFF REPORT
- VII. DISCUSSION ITEMS
 - A. Construction Management Services for the Regional Brineline Extension and Non-Potable Water Distribution System Expansion Project

[\[Director Memorandum No. 11-061 - Page 16 of 46\]](#)

RECOMMENDED ACTION: That the Board approves Task Order No. 2 for Krieger & Stewart related to construction management services for the brineline extension and non-potable water system in the amount of \$174,620.

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Chelsie Fogus at (909) 797-5118 at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the board meeting packet are available for public inspection during normal business hours at the District office located at 12770 Second Street, Yucaipa. Meeting material may also be available on the District's website at www.yvwd.dst.ca.us

- B. Change Order No. 2 - Repair of the Surface Lining of the Equalization Basins at the Wochholz Regional Water Recycling Facility
[\[Director Memorandum No. 11-062 - Page 20 of 46\]](#)
 RECOMMENDED ACTION: That the Board authorize District staff to execute Change Order No. 2 with Barber-Webb Company for the repair of the south equalization basin liner for a sum not to exceed \$2,885.
- C. Installation of New Septic Systems - Assessor's Parcel Number 320-251-15
[\[Director Memorandum No. 11-063 - Page 23 of 46\]](#)
 RECOMMENDED ACTION: That by minute order, the Board authorizes an exemption for the implementation of Section 12.E of Resolution No. 11-2008 for the proposed on-site septic disposal systems on these new parcels.
- D. Election for the California Special District Association (CSDA) Board of Directors Region 5 – Seat C
[\[Director Memorandum No. 11-064 - Page 35 of 46\]](#)
 RECOMMENDED ACTION: That the Board selects one of the candidates and authorizes District staff to submit a completed ballot to the California Special District Association.
- E. Proposed Bylaw Amendment for the California Special District Association
[\[Director Memorandum No. 11-065 - Page 41 of 46\]](#)
 RECOMMENDED ACTION: That the Board casts a vote related to the proposed bylaw amendment and directs District staff to submit a completed ballot to the California Special District Association.

VIII. DIRECTORS COMMENTS

IX. ANNOUNCEMENTS

- A. July 12, 2011 at 4:00 p.m. - Board Workshop
- B. July 13, 2011 - East Valley Association of Realtors - Santa Ana Sucker Presentation by Doug Headrick
- C. July 20, 2011 at 6:00 p.m. - Regular Board Meeting
- D. July 26, 2011 at 4:00 p.m. - Board Workshop
- E. August 3, 2011 at 6:00 p.m. - Regular Board Meeting
- F. August 9, 2011 at 4:00 p.m. - Board Workshop
- G. August 17, 2011 at 6:00 p.m. - Regular Board Meeting
- H. August 30, 2011 at 4:00 p.m. - Board Workshop

X. ADJOURNMENT

CONSENT CALENDAR

MINUTES OF A REGULAR BOARD MEETING

June 15, 2011

Directors Present:

Jay Bogh, President
Bruce Granlund, Vice President
Ian Cuthbertson, Director
Hank Wochholz, Director
Lonni Granlund, Director

Staff Present:

Joseph Zoba, General Manager
Jack Nelson, Assistant General Manager
Jennifer Ares, Resource Sustainability Mgr.
Vicky Elisalda, Controller
John Hull, Public Works Manager
John Wrobel, Utility Services Superintendent

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Aklufi & Wysocki

Others Present:

Jeff Davis, San Gorgonio Pass Water Agency
Bill Brown, News Mirror
Ms. Leann Hamilton

The regular meeting of the Board of Directors of the Yucaipa Valley Water District was called to order by Director Jay Bogh at 6:00 p.m. on Wednesday, June 15, 2011 at the General Office Building, 12770 Second Street, Yucaipa, California.

CALL TO ORDER

Director Jay Bogh led the pledge of allegiance.

FLAG SALUTE

The roll was called. All Directors were present except for Director Lonni Granlund who arrived during board reports.

ROLL CALL

There were no requests to speak from the audience.

PUBLIC COMMENTS

Director Hank Wochholz moved to approve the consent calendar and Director Ian Cuthbertson seconded a motion that carried unanimously to approve the consent calendar.

CONSENT CALENDAR
MOTION NO. 1

Consent Calendar:

- A. Minutes of Meetings
 - 1. Regular Board Meeting - June 1, 2011
 - 2. Board Workshop - June 7, 2011
- B. Payment of Bills
 - 1. Invoices of Board Awarded Contracts
 - 2. General Expenses for May 2011

BOARD REPORTS:

Director Hank Wochholz reported on the Yucaipa Valley Water District Board Workshop conducted on June 7, 2011.

BOARD WORKSHOP

Director Bruce Granlund reported on how the water in storage at Lake Oroville has increased from two years ago.

OTHER BOARD REPORTS

General Manager Zoba did not report on any new issues during this agenda item.

STAFF REPORT

DISCUSSION ITEMS:

Resource Sustainability Manager Ares provided a staff report regarding the Yucaipa Valley Water District Urban Water Management Plan [Director Memorandum 11-051]. During the public hearing, San Gorgonio Pass Water Agency Manager Jeff Davis submitted written correspondence dated June 15, 2011 and expressed concerns that the District's Urban Water Management Plan's discussion about an imported water allocation for the San Gorgonio Pass Water Agency on page 66 does not reflect the position of the San Gorgonio Pass Water Agency. Mr. Davis suggested language be added to clarify that the Agency's Board of Directors have not endorsed an allocation plan of any kind. There being no additional public testimony, Director Ian Cuthbertson moved and Director Bruce Granlund seconded a motion to adopt Resolution No. 11-2011 related to the 2010 Urban Water Management Plan for the Yucaipa Valley Water District and that suggested language by Mr. Davis be added into the document. The motion carried by a 5-0 vote.

DM 11-051
PUBLIC HEARING -
ADOPTION OF THE 2010
URBAN WATER
MANAGEMENT PLAN

Resource Sustainability Manager Ares provided a staff report regarding the Yucaipa Valley Water District's Regional Urban Water Management Plan prepared in conjunction with the San Bernardino Valley Municipal Water District and other water retailers [Director Memorandum 11-052]. With no public testimony during the public hearing, Director Ian Cuthbertson moved and Director Hank Wochholz seconded a motion to adopt Resolution No. 12-2011 related to the 2010 Regional Urban Water Management Plan for retailers in the service area of the San Bernardino Valley Municipal Water District. The motion carried by a 5-0 vote.

DM 11-052
PUBLIC HEARING -
ADOPTION OF THE 2010
REGIONAL URBAN WATER
MANAGEMENT PLAN

Controller Elisalda provided a staff report regarding the unaudited financial report for May 2011 [Director Memorandum 11-053]. Director Lonni Granlund moved and Director Hank Wochholz seconded a motion to receive and file the unaudited financial. The motion carried by a 5-0 vote.

DM 11-053
PRESENTATION OF THE
UNAUDITED FINANCIAL
REPORT FOR MAY 2011

General Manager Zoba provided a staff report regarding the operating budget and capital improvement plan for Fiscal Year 2012 [Director Memorandum 11-054]. Following the staff presentation, Director Ian Cuthbertson moved and Director Hank Wochholz seconded a motion to adopt the Fiscal Year 2012 Operating Budget and Capital Improvement Plan. The motion carried by a 5-0 vote.

DM 11-054
OPERATING BUDGET AND
CAPITAL IMPROVEMENT
PLAN FOR FISCAL YEAR
2012

Assistant General Manager Nelson provided a staff report regarding a residential water leak at 36967 Lanfranc Road, Yucaipa [Director Memorandum 11-055]. Following comments from resident Marianne Hamilton, questions from board members, and comments from District staff, Director Jay Bogh moved and Director Lonni Granlund seconded a motion to provide an adjustment to the customer account for one additional month of high water consumption to be charged at the lowest water rate tier. The motion carried by a 5-0 vote.

DM 11-055
CLAIM FOR DAMAGES
RELATED TO A
RESIDENTIAL WATER
LEAK

Assistant General Manager Nelson provided a staff report regarding a renewal of insurance provided by the Rural Special District Insurance Services [Director Memorandum 11-056]. Following the staff presentation, Director Lonni Granlund moved and Director Jay Bogh seconded a motion to authorize the General Manager to secure property liability, and automobile insurance coverage and equipment breakdown coverage from the Rural Special District Insurance Services for a sum not to exceed \$223,770. The motion carried by a 5-0 vote.

DM 11-056
PURCHASE OF
INSURANCE FROM RURAL
SPECIAL DISTRICT
INSURANCE SERVICES

Public Works Manager Hull provided a staff report regarding the purchase of a 1.25 ton utility truck for the Public Works Department [Director Memorandum 11-057]. Following the staff presentation, Director Ian Cuthbertson moved and Director Hank Wochholz seconded a motion to purchase of a 2011 Ford F-450 diesel utility service truck from Rancho Ford for a sum not to exceed \$44,981.23. The motion carried by a 5-0 vote.

DM 11-057
PURCHASE OF A 1.25 TON
UTILITY TRUCK

General Manager Zoba provided a staff report regarding the need to document the authorization for securing permits and encroachment permits with numerous agencies along the alignment of the Yucaipa Valley Regional Brineline [Director Memorandum 11-058]. Following the staff presentation, Director Lonni Granlund moved and Director Hank Wochholz seconded a motion to authorize Engineering Project Integrator Brent Anton to execute permits, encroachment documents, easements, license agreements and related documents on behalf of the Yucaipa Valley Water District for the Yucaipa Valley Regional Brineline. The motion carried by a 5-0 vote.

DM 11-058
AUTHORIZATION FOR
PERMITTING AND
ENCROACHMENT ISSUES
RELATED TO THE YUCAIPA
VALLEY REGIONAL
BRINELINE

General Manager Zoba provided a staff report regarding the Proposition 218 rate adjustment notification [Director Memorandum 11-059]. Following the staff presentation, Director Ian Cuthbertson moved and Director Bruce Granlund seconded a motion to authorize the distribution of a rate adjustment notice that establishes a public hearing on August 17, 2011 at 6:00 p.m. The motion carried by a 5-0 vote.

DM 11-059
AUTHORIZATION TO
DISTRIBUTE A
NOTIFICATION OF RATE
ADJUSTMENT PURSUANT
TO PROPOSITION 218

General Manager Zoba provided a staff report regarding the modification of Divisions based on 2010 census data. [Director Memorandum 11-060]. Following the staff presentation, Director Ian Cuthbertson moved and Director Hank Wochholz seconded a motion to adopt Resolution No. 13-2011. The motion carried by a 5-0 vote.

DM 11-060
ADOPTION OF
RESOLUTION NO 13-2011
CHANGING THE
BOUNDARIES OF DISTRICT
DIVISIONS FOR BOARD
MEMBERS

None

DIRECTOR COMMENTS

None

CLOSED SESSION

Director Jay Bogh directed attention to the agenda for a list of future meetings.

ANNOUNCEMENTS

There being no further business, the meeting was adjourned at 7:10 p.m.

ADJOURNMENT

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)

MINUTES OF A BOARD WORKSHOP

June 28, 2011 at 4:00 P.M.

Directors Present:

Bruce Granlund, Vice President
Ian Cuthbertson, Director
Lonni Granlund, Director
Hank Wochholz, Director

Staff Present:

Joseph Zoba, General Manager
Jack Nelson, Assistant General Manager
Brent Anton, Engineering Project Integrator
Jennifer Ares, Resource Sustainability Mgr
Vicky Elisalda, Controller
Matt Harward, Deputy Manager of Water Resources
Bob Wall, Water Superintendent
Linda Kilday, Engineering Technician IV
Jeremy Costello, Engineering Technician II

Directors Absent:

Jay Bogh, President

Consulting Staff Present:

David Wysocki, Aklufi & Wysocki
Scott Goldman, RMC

Others Present:

Wes Danskin, US Geological Survey
Greg Mendez, US Geological Survey
Andrew Morita, US Geological Survey
Wen Huang, San Bernardino Valley Municipal Water District
Lynn Orphan, HDR
Dick Siegmund

The items listed below were presented for discussion. No decisions were reached.

- I. Call to Order - 4:00 p.m.
- II. Public Comments - None
- III. Staff Comments - The following staff comments were provided at the board workshop:
 - General Manager Zoba discussed the recently passed California Budget and a series of proposed sites to tour at a future board workshop.
- IV. Presentations
 - A. Mr. Wes Danskin and Mr. Greg Mendez provided an extensive presentation regarding recent information compiled and evaluated by the United States Geological Survey for the Yucaipa area. [Workshop Memorandum No. 11-087]
 - B. General Manager Zoba provided a presentation about historical allocation information for the State Water Project. [Workshop Memorandum No. 11-088]
- V. Capital Improvement Projects
 - A. Engineering Project Integrator Anton provided a status report on the construction of the Yucaipa Valley Regional Brineline. [Workshop Memorandum No. 11-089]

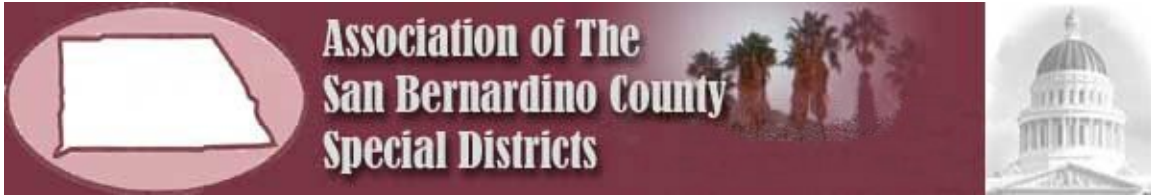
- B. Engineering Project Integrator Anton provided a status report on the construction of drinking water pipelines in Second Street, Yucaipa. [Workshop Memorandum No. 11-090]
- VI. Administrative Issues
- A. Controller Elisalda provides an overview of the Appropriation Limitation for Fiscal Year 2011-2012. [Workshop Memorandum No. 11-091]
 - B. Deputy Manager of Water Resources Harward provided an overview of Change Order No. 2 related to the repair to the equalization basin liner at the Wochholz Regional Water Recycling Facility [Workshop Memorandum No. 11-092]
 - C. General Manager Zoba provided an overview of the multi-party agreement and schedule for enhanced fire protection at the Yucaipa High School. [Workshop Memorandum No. 11-093]
 - D. Engineering Project Integrator Brent Anton provided an overview of the construction management contract service changes for Krieger & Stewart related to the Yucaipa Valley Regional Brineline and Non-Potable Water System Expansion [Workshop Memorandum No. 11-094]
 - E. General Manager Joseph Zoba provided an overview of the proposed California Special District Association election information and bylaw changes [Workshop Memorandum No. 11-095]
- VII. Directors Comments - There were no comments by directors.
- VIII. Closed Session - The board members adjourned to closed session and provided direction to the General Manager.
- IX. Adjournment - The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(SEAL)

BOARD REPORTS



Helendale Community Services District will be hosting the **June 20th, 2011** Membership Meeting at:
Top of the Lakes Restaurant located at:
Silver Lakes Clubhouse
27801 Mountain Springs Road,
Helendale, CA.

The social hour will begin at 6:00 PM with a call to order at 6:45 PM.

Dinner:

Buffet offering Prime Rib of Beef, Chicken Francais, Spinach Salad (bacon, dried cranberries) with a Raspberry Vinaigrette, spring vegetable medley, baked potatoes, rolls and butter. Dessert: Cheesecake with strawberry topping. Coffee and tea.

Golf:

Guest golf is available if anyone is interested. They will need to call me by Monday, June 13th, 10:00 am for reservations. Also, you will need to stop by our office to pick up guest passes. Cost for golf after 1:00 pm is 18 holes - \$20, 9 holes - \$15, cart rental - \$14, \$8 respectively.

Program:

Dennis Timoney, Chief Risk Officer of SDRMA (Special District Risk Management Authority) will be discussing Workers Compensation and special district risk management.

Cost:

\$32.00/ per person

RSVP to Kristi Rossman @ Krossman@helendalecsd.org or at (760) 951-0006, Fax (760) 951-0046 no later than June 16th, 2011.

The ASBCSD mailing address has changed! Make checks payable to ASBCSD and send to:

ATTN: Cheryl Vermette
PO BOX 205
Montclair, Ca. 91763

District/Associate:

Attendee (s):

Reminder: There is a \$2 surcharge for reservations made after the deadline date, as well as for coming to dinner with no reservations. You will also be billed for the dinner if your cancellation is not received prior to the deadline.



Yucaipa Valley Water District

Notice and Agenda of a Board Workshop Tuesday, June 28, 2011 at 4:00 p.m.

MEETING LOCATION: District Administration Building
12770 Second Street, Yucaipa

MEMBERS OF THE BOARD: Director Ian Cuthbertson, Division 1
Director Bruce Granlund, Division 2
Director Jay Bogh, Division 3
Director Lonni Granlund, Division 4
Director Hank Wochholz, Division 5

- I. Call to Order
- II. Public Comments: At this time, members of the public may address the Board of Directors on matters within its jurisdiction; however, no action or significant discussion may take place on any item not on the agenda. To provide comments on specific agenda items, please complete a speaker's request form and provide that form to the Board Secretary prior to the commencement of the Board meeting.
- III. Staff Comments
- IV. Presentations
 - A. Presentation of Water Resource Information by the United States Geological Survey in Cooperation with the San Bernardino Valley Municipal Water District [[Workshop Memorandum No. 11-087 - Page 3 of 103](#)]
 - B. Presentation of Historical State Water Project Allocation Information [[Workshop Memorandum No. 11-088 - Page 51 of 103](#)]
- V. Capital Improvement Projects
 - A. Status Report on the Construction of the Yucaipa Valley Regional Brineline [[Workshop Memorandum No. 11-089 - Page 57 of 103](#)]
 - B. Status Report on the Construction of Drinking Water Pipelines in Second Street, Yucaipa [[Workshop Memorandum No. 11-090 - Page 61 of 103](#)]

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Chelsie Fogus at (909) 797-5118, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the workshop packet are available for public inspection during normal business hours at the District office located at 12770 Second Street, Yucaipa. Meeting material may also be available on the District's website at www.yvwd.dst.ca.us

VI. Administrative Issues

- A. Appropriation Limitation for Fiscal Year 2011-2012 [[Workshop Memorandum No. 11-091 - Page 63 of 103](#)]
- B. Approval of Change Order No. 2 for Repairs to the Lining of the South Equalization Basin at the Wochholz Regional Water Recycling Facility [[Workshop Memorandum No. 11-092 - Page 82 of 103](#)]
- C. Water Service Agreement for Separate Fire Protection at the Yucaipa High School Campus [[Workshop Memorandum No. 11-093 - Page 85 of 103](#)]
- D. Construction Management Services for the Regional Brineline Extension and Non-Potable Water Distribution System Expansion Project [[Workshop Memorandum No. 11-094 - Page 91 of 103](#)]
- E. Proposed Bylaw Amendment and Board Election Information for the California Special Districts Association [[Workshop Memorandum No. 11-095 - Page 95 of 103](#)]

VII. Director Comments

VIII. Closed Session

- A. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: IBEW Local Union 14356 - YVWD Employees Association
- B. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: Supervisor Bargaining Unit
- C. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: Confidential Employee Bargaining Unit
- D. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: Exempt Employee Bargaining Unit
- E. Conference with Labor Negotiator (Government Code 54957.6)
Unrepresented Employee: Joseph Zoba, General Manager

IX. Adjournment

STAFF REPORT

DISCUSSION ITEMS



Date: July 6, 2011 **Job:** P-03-213
Prepared By: Joseph Zoba, General Manager **G/L:** 03-14500
Subject: Construction Management Services for the Regional Brineline Extension and Non-Potable Water Distribution System Expansion Project
Recommendation: That the Board approves Task Order No. 2 for Krieger & Stewart related to construction management services for the brineline extension and non-potable water system in the amount of \$174,620.

On April 7, 2010, the Board awarded a contract to Krieger & Stewart to provide construction management services for Phase 1 and 2 of the Regional Brineline Extension and Non-Potable Water Pipeline Project [Director Memorandum No. 10-022].

Due to the unforeseen trench conditions, the construction period for the pipeline installation was extended requiring additional inspection and compaction testing.

District staff recommends that the Board approve Task Order No. 2 for Krieger & Stewart to cover these additional costs in the amount of \$174,620.00.

YUCAIPA VALLEY WATER DISTRICT

INDEPENDENT CONSULTANT'S TASK ORDER

(Project Title: Regional Brineline Extension and Phase II Regional Non-Potable Water Distribution System Expansion Project)

TASK ORDER NO.: Two

CONSULTANT: Name: Krieger & Stewart Inc.
 Address: 3602 University Avenue
 Riverside, California 92501
 Telephone: (951) 684-6900
 Fax: (951) 684-6986
 Fed. Tax Id.: 95-2695159

THIS TASK ORDER is issued pursuant to that certain Agreement for Services by Independent CONSULTANT between the YUCAIPA VALLEY WATER DISTRICT ("OWNER") and KRIEGER & STEWART INC. ("CONSULTANT") dated April 7, 2010 (the "AGREEMENT").

1. Task to be Performed. CONSULTANT shall provide all labor, materials and equipment to perform the following task (check one):

- See Exhibit "A", attached hereto
- Description of Task:

2. Time of Performance. The CONSULTANT shall complete performance of such services by September 1, 2011.

3. Liaison of OWNER. (Check one:) The Engineering Project Integrator, Brent Anton, shall serve as liaison between OWNER and CONSULTANT.

4. Staff Assignments. CONSULTANT will assign the following staff personnel to perform the services required by this Task Order:
(Check if Not Applicable:)

5. Deliverables. CONSULTANT shall deliver to OWNER not later than the date or dates indicated, the following: (Check if Not Applicable:)

As-built Plans

6. Compensation. For all services rendered by CONSULTANT pursuant to this Task Order, CONSULTANT shall receive a total not-to-exceed lump sum of \$174,620.00 payable as follows:

Progress payments based on the percentage of completion will be
invoiced by the 5th of each month.

7. Reimbursable Expenses. In addition to the compensation provided for in Paragraph 6 above, CONSULTANT (check one:) shall / X shall not /be entitled to reimbursement for expenses. If authorized by this Task Order, reimbursable expenses shall be limited to: _____

8. Miscellaneous Matters. The following additional matters are made a part of this Task Order (check one):

 X Not applicable
 See Exhibit "A", attached hereto; or
 Description: _____

IN WITNESS WHEREOF, the parties have executed this Task Order on the date indicated below.

YUCAIPA VALLEY WATER DISTRICT

Dated: _____

By _____
General Manager

CONSULTANT:
KRIEGER & STEWART INC.

Dated: _____

By _____

Print Name

Title



Date: July 6, 2011 **Job:** Not Applicable
Prepared By: Kevin King, Wastewater Superintendent **G/L:** 03-5-02-51003
Subject: Change Order No. 2 - Repair of the Surface Lining of the Equalization Basins at the Wochholz Regional Water Recycling Facility
Recommendation: That the Board authorize District staff to execute Change Order No. 2 with Barber-Webb Company for the repair of the south equalization basin liner for a sum not to exceed \$2,885.

On October 6, 2010 the District Board approved a contract with Barber-Webb Company to repair the Secondary Equalization Basin liners at the Wochholz Plant (DM 10-075).



The original scope of work, for both EQ Ponds (north and south), included:

- Repairing an approximately 18 inch tear in the seam of the north equalization pond liner.
- Repair and patching of liner seal at the drain and install new gaskets, batten bars, and epoxy sealer.
- Removal and replacement of existing pipe boots with seamless boots.
- Excavating and cutting a section of liner at the top of the divider wall and replacing it with a new liner and batten to wall with mastic sealant. (This was discovered during site inspection – evidence of surface water undercutting the pond liner can be seen).
- Furnish and install HDPE welded-on safety ladder for a safer mode of entry/exit of pond.
- Smoke test the entire pond liner and patch all voids. Smoke testing involves injecting a high volume of smoke and air under the liner. Any leaks found, as evidenced by escaping smoke, will be patched. The testing and repairs are performed as a lump sum basis, so the number of voids found does not affect the quote.

As a result of water trapped beneath the north pond, the District approved Change Order No. 1 in the amount of \$4,078 for additional repair work. [Director Memorandum No. 10-095]

The original estimate for upgrading and repairing the south pond liner was based on historical information since the basin could not be de-watered at the time of the original estimate. Work commenced on the south equalization pond liner in June 2011, but once de-watered the following conditions were found:

- The bottom of the liner was found to have shifted in an easterly direction. This misalignment caused a two foot high wrinkle at the east toe of the pond. The shifting created a ridge, or weak spot, at the top of the wrinkle and caused the liner to bridge (suspend above the ground) at the north and south toe. Water was also found under the bottom of the pond which was most likely caused by a failing seal of the boot around the influent pipe.

Barber-Webb recommended removing the entire bottom section of the south liner and replacing it with new material. The District staff agreed with this recommendation.

The following quotation from Barber-Webb was used for the additional repair work in the amount of \$2,885.

THE BARBER-WEBB COMPANY INCORPORATED

3833 EAST MEDFORD STREET
LOS ANGELES, CALIFORNIA 90063
PHONE (323) 264-4800 FAX (323) 260-7164

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Yucaipa Valley Water District
12770 2nd St.
Yucaipa, Cal. 92399
PHONE#: 909-795-2491
FAX# : kking@ywd.dst.ca.us
CONTACT: Kevin King

DATE 6/8/2011
QUOTATION NO. 19357

THIS OFFER MAY BE ACCEPTED ONLY BY DELIVERY
TO SELLER AT SELLER'S PLANT OF DULY EXECUTED
(1) ACCEPTANCE COPY OF THIS QUOTATION OR
(2) BUYER'S PURCHASE ORDER CONTAINING ON
ITS FACE THE PROVISION INDICATED BELOW.

THANK YOU FOR YOUR INQUIRY
WE OFFER YOU THE FOLLOWING AT THE PRICES INDICATED BELOW.

	PRICE
Provide the following additional services for repair of existing HDPE Geomembrane Pond Liner as detailed in Barber-Webb inspection report of 6-8-11, in 1 ea. South Effluent Water Holding Pond at Valley Water District Wastewater Treatment Plant, Yucaipa, Cal.: - Furnish and Install new 60 mil HDPE Geomembrane Lining in pond bottom only, approx. 24' x 40' (960 sf) and weld new bottom liner to existing sideslope liner.	Lump Sum \$ 2,885.00
(cont.)	

The following must appear on the face of any purchase order for the goods and/or services offered by this quotation:
 "NOT WITH STANDING ANYTHING HEREIN TO THE CONTRARY THIS TRANSACTION IS GOVERNED EXCUSIVELY BY THE TERMS AND CONDITIONS SET FORTH IN SELLER'S QUOTATION NO. 19357 ."

ESTIMATED DELIVERY: 1 week
ESTIMATED INSTALLATION: add 1 day
TERMS OF PAYMENT: Net 30 days from invoice date.
PRICE AND DELIVERY: FOB JOB SITE.
DELINQUENT ACCTS: Interest will be charged on overdue

THE BARBER-WEBB COMPANY, INCORPORATED

accounts at 10% per annum.

BY: *Memo Alvarran*
 Memo Alvarran, Project Manager

ACCEPTANCE

The above offer is accepted and you are requested to proceed immediately with the work.

Dated _____

 Yucipa Valley Water District
 Company Name

By _____
 Authorized Signature

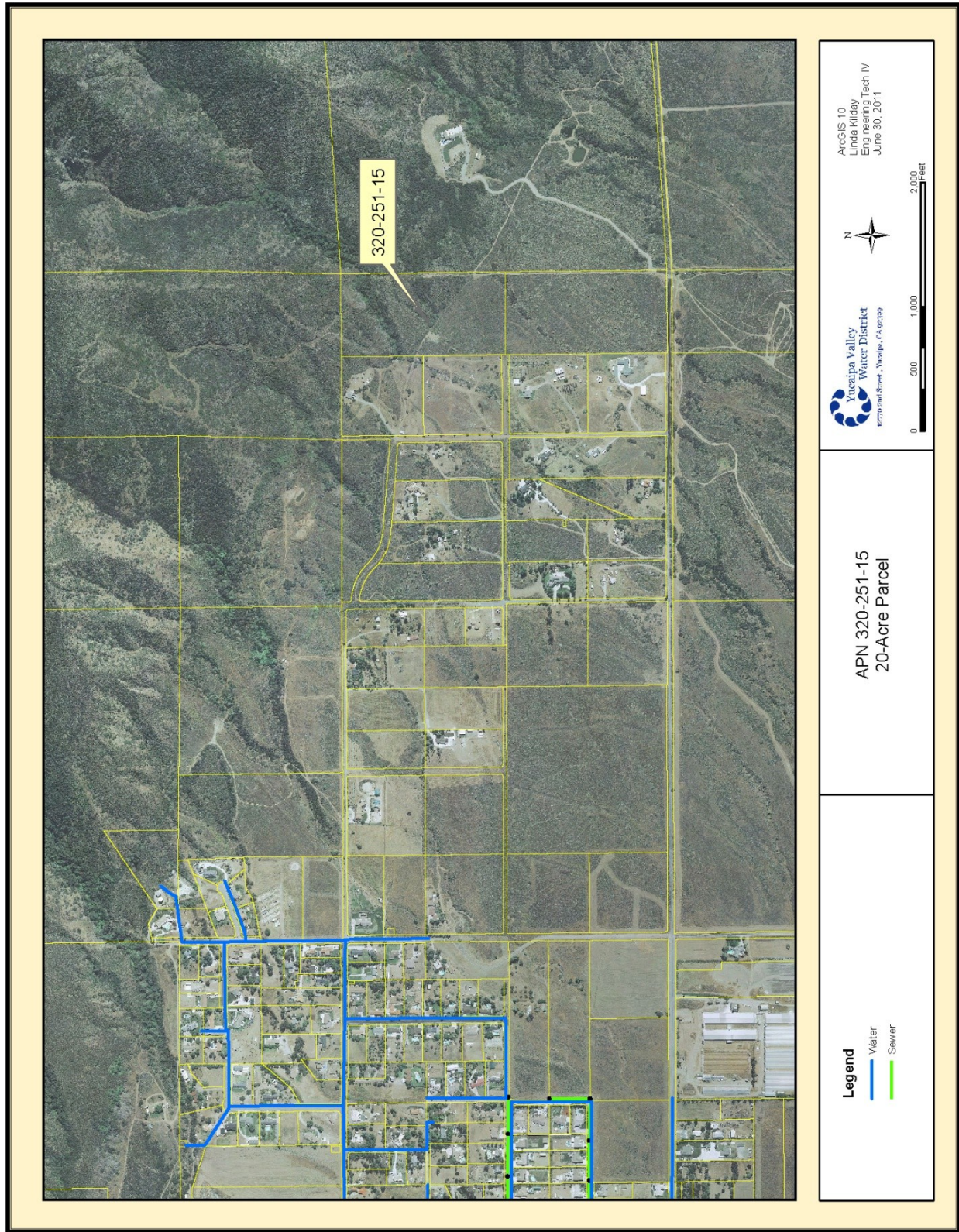


Date: July 6, 2011 **Job:** N/A
Prepared By: Brent Anton, Engineering Project Integrator **G/L:** N/A
Subject: Installation of New Septic Systems - Assessor's Parcel Number 320-251-15
Recommendation: That by minute order, the Board authorizes an exemption for the implementation of Section 12.E of Resolution No. 11-2008 for the proposed on-site septic disposal systems on these new parcels.

On August 20, 2008, the Board of Directors adopted Resolution No. 11-2008 (attached) establishing a long-term water resource sustainability strategy for the Yucaipa Valley Water District. Section 12.E. of the Resolution requires any new development not connected to an active sewer collection system to participate in the Sewer Septic System Offset Program.

The concept of the Sewer System Offset Program is to create groundwater quality compliance to minimize the degradation of groundwater associated with the addition of new septic systems. The District staff is continuing to work with the Regional Water Quality Control Board to establish procedures to implement this program throughout the Yucaipa, San Timoteo and Beaumont Management Zones.

The property owner of Assessor's Parcel Number 320-251-15 is in the process of splitting a 20-acre parcel on the north bench into two 10-acre parcels. These parcels are located more than a mile away from any existing water or sewer infrastructure. The District staff recommends that the Board of Directors, by minute order, authorize an exemption for the implementation of Section 12.E of Resolution No. 11-2008 for the proposed on-site septic disposal systems on the two new 10-acre parcels.



RESOLUTION NO. 11-2008**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE YUCAIPA VALLEY WATER DISTRICT
ADOPTING A LONG-TERM WATER RESOURCES
SUSTAINABILITY STRATEGY POLICY FOR THE AREA
SERVED BY THE YUCAIPA VALLEY WATER DISTRICT**

WHEREAS, water is a basic and essential need of every living creature, and, as such, the health, comfort, and standard of living of the citizens of the Yucaipa Valley Water District (the "District") depend on an adequate and reliable long-term supply of potable water; and

WHEREAS, water resources are recognized as a limited and precious natural resource in Southern California; and

WHEREAS, the Yucaipa Valley Water District relies upon imported water as supplemental water supplies to meet the existing and future potable water demands of our customers; and

WHEREAS, declining groundwater levels and unreliable surface water supplies have made it necessary for the District to efficiently use its available potable water supplies and to fully develop all existing water resources in order to assure a sustainable supply of water resources for future generations; and

WHEREAS, the Yucaipa Valley Water District has determined that it is prudent, practical and sensible given the uncertainty of importing supplemental water to demonstrate the adequacy of water supply availability by physically receiving supplemental water prior to the issuance of building permits for new development; and

WHEREAS, it is in the best interest of the community to provide local solutions to the regional and statewide water issues that are anticipated on impacting the water resources we rely on for our economic prosperity and quality of life; and

WHEREAS, this resolution has been prepared based on the extensive review, discussion, and public input associated with the document entitled, *A Strategic Plan for a Sustainable Future - The Integration and Preservation of Resources* adopted on August 20, 2008 (the "Strategic Plan").

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Board of Directors of the Yucaipa Valley Water District does hereby order as follows:

SECTION 1. Concepts of Sustainability

- A. The document entitled, *A Strategic Plan for a Sustainable Future - The Integration and Preservation of Resources* adopted on August 20, 2008, is hereby adopted by the Board of Directors and posted to the District's website to provide a basic foundation for the understanding of this Resolution.

- B. This Resolution has been drafted to provide the implementation strategy of the concepts contained within the *A Strategic Plan for a Sustainable Future - The Integration and Preservation of Resources*. This Strategic Plan makes known the uncertainty, unreliability and unpredictable nature of our imported water supplies while providing a route for navigating the future to protect the interests of our current and future customers. Therefore, while not a guarantee of future conditions or actions by the Board of Directors, this Resolution provides a mechanism to allow for the economic development and expansion of the region based on an understanding of the circumstances as they currently exist.
- C. In the future, when imported water supplies may become unambiguous and certain, the concepts of the Strategic Plan are intended to continue as sound policy for existing customers and new development.

SECTION 2. Planning and Development

- A. Financial Planning. To ensure the safety and reliability of our resources, it is important to ensure adequate finances are available to cover routine operational costs as well as the costs of maintaining and upgrading infrastructure.
 - 1. Financial plans shall be developed every five years and include a forecast of a ten-year period that will illustrate the District's anticipated financial position, financial operations and cash flow.
 - 2. When applicable, the District staff shall present water, wastewater and non-potable rate resolutions for consideration that provide a minimum five year projection of rates to allow customers the ability to plan accordingly for rate adjustments based on the information included in the financial plans.
 - 3. The District staff shall maintain a financial reserve policy outlining the objectives for adequately funding an operating reserve, a capital and equipment replacement reserve, a rate stabilization reserve, and a debt service reserve.
- B. Infrastructure Planning: The planning of infrastructure shall be based on the following general principles and strategies:
 - 1. The District staff shall implement planning tools necessary to reasonably forecast a fifty (50) year planning horizon for Urban Water Management Plans, infrastructure master plans, and other related resource planning documents to ensure a long-term objectives are incorporated into the planning process.
 - 2. The District staff shall update infrastructure master planning documents every ten (10) years. Upon adoption of this Resolution, the District staff shall provide a recommendation to the Board of Directors for the completion of a master planning document.
- C. Development Planning: The goal of development planning is to support development based on a diverse portfolio of water resources in order to minimize impacts related to drought, contamination, and other potential source water problems. Common planning techniques may include the following sustainable planning and development strategies:

1. Long-term water resource planning that incorporates sustainable growth principles;
2. Cooperating with other regional governing agencies and water users in the development planning process;
3. Addressing water quality and quantity issues to provide long-term protection of our natural resources;
4. The District staff shall maximize the use of non-potable water for developments with the use of dual plumbing and other measures to provide for a more reliable water supply system.

SECTION 3. Surface Water Supplies

- A. Storm Water Capture. The District staff is encouraged to coordinate with local planning agencies to develop consistent guidelines for managing storm water on properties in such a manner to maximize recharge and minimize pollution.

SECTION 4. Groundwater Supplies

- A. Groundwater Supplies. It is in the best interest of the District to maintain groundwater withdrawals in existing wells by:
 1. Avoiding pumping of existing well fields beyond long-term recharge capability; and
 2. Cooperating on a regional level in safe sustainable groundwater withdrawal.
- B. Local Water Banks. The District will implement local groundwater banks ("Groundwater Banks") to store water for existing customers and new development. The Groundwater Banks shall be used in conjunction with the dual-plumbed requirements to ensure sufficient water supplies exist to serve the needs of all new development during normal, single dry, and multiple dry water years. The location of the proposed Groundwater Banks may include, but not be limited to: the Yucaipa Management Zone, Beaumont Management Zone, San Timoteo Management Zone or any other location that provides similar benefits.
 1. Existing Customer Groundwater Deposits. It shall be a priority of the District to secure additional imported water supplies when available to meet the needs of existing customers. Therefore, the District shall collect sufficient funds necessary to obtain an additional 15% of the total annual potable water for future use. Funds collected for this program shall be used solely for the purchase of imported supplemental water to augment the groundwater basins for future groundwater extraction, which includes, but is not limited to: direct groundwater recharge; groundwater injection; in lieu groundwater recharge; or any other form of supplemental water deposited into a groundwater basin for future potable use.
 2. New Development Groundwater Requirements. For provisions related to the requirements of new development, see Section 9.

SECTION 5. Recycled (Non-Potable) Water

- A. Non-Potable Water. The District shall strive to maximize the use of non-potable water for beneficial reuse and prioritize non-potable water use over potable water use where regulations permit. This shall be accomplished by:
1. Enhancing the Wochholz Regional Water Recycling Facility to maintain an exceptional quality of recycled water to maximize the beneficial use of the water resource.
 2. Developing a strategy to expand the District's existing non-potable water distribution system to provide for cost-effective delivery of non-potable water.
 3. Aggressively develop and market the use of recycled water as a substitute for potable water where regulations permit.
 4. The District staff shall maximize the use of non-potable water for developments with the use of dual plumbing and other measures to provide for a more reliable water supply system.

SECTION 6. Water Conservation and Use Efficiency

- A. Water Use Efficiency. The District shall develop and maintain policies that reduce peak seasonal water demands and encourages the reduction of per capita/per day consumption of potable water through:
1. The use of non-potable water for residential, commercial, institutional and agricultural irrigation demands;
 2. Educational programs;
 3. Rate structures.
- B. Statewide Conservation Efforts. The District shall participate in the California Urban Water Conservation Council and implement those best management practices (BMPs) that provide the District with a reasonable cost : benefit relationship.
- C. Conservation Programs. The District shall develop and implement water conservation tools that focus on education based programs that can be implemented at the local schools and information campaigns for our current customers.

SECTION 7. Allocation of Imported Supplemental Water

- A. Allocation of Supplemental Water Resources. Due to the limitations on imported supplemental water as the result of drought conditions, lawsuits, environmental regulations and possibly climate change, the District will hereby allocate supplemental water resources as follows:
1. Priority One - Direct Delivery for Existing Customers. The highest priority for

supplemental water shall be for the direct delivery of filtered water delivered to our customers from the Yucaipa Valley Regional Water Filtration Facility. Upon fulfilling this priority, any remaining available supplemental water shall be allocated to the next priority.

2. Priority Two - Groundwater Adjudication Obligations. The second highest priority for supplemental water shall be for the replenishment obligations associated with any groundwater adjudication. This priority shall generally be achieved with the production of water from the Yucaipa Valley Regional Water Filtration Facility. Upon fulfilling this priority, any remaining available supplemental water shall be allocated to the next priority.
3. Priority Three - Groundwater Banking for Future Reliability. Existing residential, business and institutional customers above shall contribute 15% of their potable water consumption to the Water Bank for the next year. Delivery of this water shall be based on the ability of District staff to fulfill this priority within the following calendar year. This priority shall be required of all existing water customers and begin immediately upon establishment of water service for new customers. Upon fulfilling this priority, any remaining available supplemental water shall be allocated to the next priority.
4. Priority Four - Parcel Development Process. The Parcel Development Process is a component of the Water Resource Validation Program which accomplishes the objectives of (A) demonstrating that sufficient water supplies exist for development to occur; and (B) providing sufficient water to enhance the resource reliability and sustainability of new development. This Program requires the deposit of supplemental water to the Water Bank prior to the issuance of a building permit. The provisions for the Parcel Development Process are included below as part of the Water Resource Validation Program.

SECTION 8. Compatibility with Water Shortage Response Stages

- A. Water Shortage Response Stages. The 2005 Urban Water Management Plan provides for voluntary and mandatory levels of progressively more aggressive water demand reduction requirements. The triggers for these stages will likely be those affecting imported water sources, provided the Yucaipa, Beaumont and San Timoteo Management Zones continues to be managed in a safe yield condition over the long-term. The response stages may also be invoked during an emergency to handle short-term events, such as earthquake damage, pipeline ruptures, and water quality issues.

The Board of Directors will determine the appropriate state of implementation, with authority hereby delegated to the General Manager for the implementation of Stage 1 and Stage 2 Water Shortage Response Stages.

The following Water Use Restrictions have been modified from the 2005 Urban Water Management Plan to more accurately incorporate the operation of the filtration facility and include anticipated impacts on new development based upon consideration and implementation of Water Shortage Response Stages 3, 4 and 5 by the Board of Directors. The implementation of Water Shortage Response Stages 3, 4 and 5 shall explicitly state the allowable uses of water and impacts on new developments. The

Board reserves the right to modify and implement any number of water curtailment activities based on the actual conditions at the time.

	<i>Program Type</i>	<i>Water Use Restrictions</i>	<i>Overall Goal</i>	<i>Anticipated Impact on New Development</i>
Stage 1	Voluntary	Up to a 10% Reduction from Selected Areas	--	No anticipated impacts to new development.
Stage 2	Voluntary	Up to 10% District-wide	10% Reduction	New applicants for the Crystal Development Program may not be accepted under Stage 2.
Stage 3	Mandatory	Up to 20% District-wide	20% Reduction	Previously secured Crystal developments may proceed. New applicants for the Crystal Development Program may not be accepted under Stage 3.
Stage 4	Mandatory	Up to 35% District-wide	35% Reduction	Crystal Standard developments may be restricted. New applicants for the Crystal Development Program may not be accepted.
Stage 5	Mandatory	Up to 50% District-wide	50% Reduction	No new standard developments of Crystal development projects.

SECTION 9. Growth and Development

- A. Dual Plumbing for New Developments. Each new residential, commercial, industrial and institutional development shall design and construct infrastructure sufficient to provide potable drinking water and non-potable irrigation water to each lot.
1. At a minimum, each new home shall be constructed with the necessary on-site improvements to receive potable water and non-potable water from two separate water meters. These two water service connections shall be installed per District standards and regulations to allow for non-potable irrigation service and potable water service to each property. In cases where non-potable water is unavailable, the non-potable irrigation meter shall be supplied potable water in the interim.
 2. For developments of ten units or more, the District shall require on-site improvements as provided above, in addition to in tract non-potable infrastructure to support the non-potable irrigation system.
 3. The District staff shall consider the size of the development, the proximity to existing non-potable infrastructure, and other pertinent information when off-site non-potable water infrastructure is required as part of a development agreement.
- B. Elimination of Septic Systems. The stringent water quality objectives established by the Regional Water Quality Control Board requires the Yucaipa Valley Water District to minimize the salinity impacts to the groundwater supplies in the Yucaipa Management Zone, the San Timoteo Management Zone and the Beaumont Management Zone. See Section 12 for the pollution prevention requirements associated with new development.
- C. Groundwater Deposits for New Development. The District provides potable water based on a long-term average of approximately 50% groundwater and 50% imported supplemental water to our existing customers. This average will fluctuate based on the

water resource management strategies of the District.

Any supplemental imported water provided during the entitlement process shall become the property of the District at the time building permits are issued.

1. All New Developments. For all building permits issued after July 1, 2009, new development shall be required to appropriately fund the purchase of seven (7) acre feet of imported supplemental water prior to the issuance of a grading or building permit. The rate for this supplemental imported water shall be based on the anticipated imported water delivery rate charged by the State Water Project Contractor providing service to the location of the new development. The District shall accommodate the early payment of this fee for any parcel proposed to be developed.

In response to water shortage conditions, the Board of Directors may at any time cease the authorization of grading or building permits based on the implementation of certain Water Shortage Response Stages. Based on information at the time this Resolution was prepared, the District staff anticipates recommending that the Board of Directors cease the authorization of grading and building permits for Standard Developments during Water Shortage Response Stages 3, 4 and 5, except as provided below.

2. Achieving a Crystal Status Development. Any new development may achieve the status of a Crystal Development by securing the physical delivery of 15.68 acre feet of imported supplemental water per Equivalent Dwelling Unit (EDU). The rate for this supplemental imported water shall be based on the charges to the District by the respective State Water Project Contractor.

In response to water shortage conditions, the Board of Directors may at any time cease the authorization of grading or building permits based on the implementation of certain Water Shortage Response Stages. Based on information at the time this Resolution was prepared, the District staff anticipates recommending that the Board of Directors cease the authorization of grading and building permits for Crystal Developments during Water Shortage Response Stage 5 with possible restrictions impacting development during Water Shortage Response Stage 4.

- a. The developer shall submit an application for each parcel within the proposed development (by Assessor's Parcel Number) and deposits sufficient funds for the purchase and delivery of imported supplemental water.
- b. The District staff will assign a completed application to the appropriate processing bin for supplemental imported water deliveries based on the availability of supply and facilities required to deposit (by recharge or injection) the supplemental water into the Groundwater Bank.
- c. The availability of supplemental imported water to fulfill the requests associated with the Crystal Status Development Program shall be based on the priorities provided in the *Allocation of Supplemental Water Resources* provisions above.
- d. Based on the total size of the tract, parcel map, or planning area (not including phased portions of developments), the District staff shall deposit (by recharge or

injection) imported supplemental water into the Water Bank equally from each of the following categories based on the completed applications:

- i. Residential Development - 1 lot development
 - ii. Residential Development - 2-10 lot development
 - iii. Residential Development - 11-50 lot development
 - iv. Residential Development - 51-100 lot development
 - v. Residential Development - 101-150 lot development
 - vi. Residential Development - 151-200 lot development
 - vii. Residential Development - 200 or more lot development
 - viii. Commercial Development
 - ix. Institutional Development
- e. The District shall charge the developer for any additional costs related to the deposit (by recharge or injection) of supplemental water into the Water Bank and payment shall be received prior to issuing the Crystal Status Achievement for the project.
 - f. Upon completing the deposit (by recharge or injection) of imported supplemental water into the Groundwater Bank, the District shall issue a Notice of Crystal Status Development. This Notice provides documentation of achieving one component of the development process by the District and does not relieve the developer from completing any other requirements established by the District.
 - g. The Board of Directors may elect to consider other creative conservation measures to be used to achieve the status of a Crystal Development. Upon adoption of a subsequent resolution that provides quantifiable comparable benefits this program may be expanded to include automatic meter reading, existing home retrofits, landscape retrofits, etc.
3. Parcel Boundary Changes (Splits and Divisions). Imported supplemental water previously paid and delivered as part of the standard development process or a Crystal Status Development shall be allocated equally to all new parcels in the event of a realignment of the parcel boundary or a division of the parcel. This may change the compliance of properties, whereby additional funds will be needed for compliance with this section. In the event new parcels results in an excess of groundwater supply, the property owner shall provide a written request for reimbursement at the cost previously paid to secure the imported supplemental water.

SECTION 10. Watershed Management

- A. Management Zone Protection. Develop programs for the Yucaipa Management Zone

and the Beaumont Management Zone that maintain the water quality and quantity in a manner that protects the local water supplies and is consistent with the 2004 Basin Plan adopted by the Regional Water Quality Control Board.

- B. Sanitary Surveys. Conduct a routine sanitary survey of the Yucaipa Management Zone and develop a sanitary survey that identifies active and potential points of pollution.
- C. Pollution Prevention. Develop methods for eliminating pollution sources related to the contribution of salinity in excess of the objectives set by the Regional Water Quality Control Board for the Yucaipa.

SECTION 11. Energy Management

- A. Energy Conservation. Research methods to utilize less power at District facilities and lessen dependence of bundled power generators.

SECTION 12. Pollution Prevention

- A. Basin Plan Objectives. The District staff shall develop methods for eliminating pollution sources related to the contribution of salinity in excess of the objectives set by the Regional Water Quality Control Board for the Yucaipa, Beaumont and San Timoteo Management Zone in the 2004 Basin Plan.
- B. Sanitary Survey. The District staff shall conduct a routine sanitary survey of the Yucaipa Management Zone and develop a sanitary survey that identifies active and potential points of pollution as required by the Department of Public Health.
- C. Requirement to Connect to the Sewer System. In order to protect the Yucaipa and Beaumont Groundwater Management Zones in a manner consistent with Section 12, paragraph A above, the District shall require new developments consisting of five or more Equivalent Dwelling Units within 1,000 feet of any existing or previously agreed upon sewage collection facility must extend the public sewer line to serve said development.
- D. Dry Sewer Collection System. In order to protect the groundwater quality as required by the Basin Plan adopted by the Santa Ana Regional Water Quality Control Board, the District shall require new developments to install dry sewer collection systems if existing active sewer collection facilities are not available.
 - 1. Construction of One to Four Units or Development on Five Acres or More. Developments consisting of one to four Equivalent Dwelling Units, or a development on more than five acres (average gross) per lot, shall not be required to install dry sewers or connect to the sewer collection system unless any portion of the property being developed is within 500 feet from the sewer system which could serve the parcel.
 - 2. Installation of Dry Sewer Collection Infrastructure. The installation of a dry sewer collection system shall extend the full length of the property to the property boundary generally upstream of the parcel/development. The dry sewer collection system

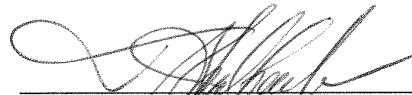
shall also be extended downstream offsite of the subject property a distance of 100 feet per Equivalent Dwelling Unit (EDU) after the first EDU. For example, a development of five EDUs shall extend the dry sewer collection system 400 feet downstream toward the existing sewer collection system.

- E. Sewer Septic System Offset Program. Any new development not connected to an active sewer collection system shall be required to participate in a Sewer Septic System Offset Program to mitigate the pollution created by the addition of a new septic system. This Program requires the conversion/connection of existing septic systems to the sewer in the service area of the Yucaipa Valley Water District. Participation in this program does not relieve the property owner from future participation in the construction of sewer infrastructure when available or paying current fees for the property receiving the septic system offset.

SECTION 13. Infrastructure Management

- A. Implement a program of sufficient detail to record the procurement, maintenance, management, and disposal of assets related to the divisions of the District.
- B. Propose operating budgets and price structures that maintain full cost pricing of services provided while maintaining full depreciation funding of assets.

ADOPTED this 20th day of August 2008.



President of the Board of Directors

ATTEST:



Secretary of the Board of Directors

(SEAL)



Date: July 6, 2011 **Job:** Not Applicable

Prepared By: Joseph Zoba, General Manager **G/L:** Not Applicable

Subject: Election for the California Special District Association (CSDA) Board of Directors Region 5 – Seat C

Recommendation: That the Board selects one of the candidates and authorizes District staff to submit a completed ballot to the California Special District Association.

The District has received a ballot to elect a representative to the California Special District Association (CSDA) Board of Directors Region Five, Seat C. There are three candidates that have decided to run for the available seat in this region.

OFFICIAL BALLOT

CSDA BOARD OF DIRECTORS ELECTION 2011
*All Fields Must Be Completed for ballot to be counted.
 (Please vote for only one.)*

REGION FIVE

●
Seat C - term ends 2014

Jim Acosta*
Salicoy Sanitary District

John Fox
Goleta Sanitary District

[REDACTED]

R.J. Kelly
Castaic Lake Water Agency

* incumbent

Signature: _____ Date: _____
 Member District: _____

Must be received by 5pm, August 5, 2011. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

Ballots must be received by CSDA before 5:00 pm on Friday, August 5, 2011.

RECEIVED
JUN 20 2011
YUCAIPA VALLEY
WATER DISTRICT



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
2011 BOARD ELECTIONS
MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat C. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat C and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 5, 2011**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association
Attn: 2011 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csgda.net with any questions.

JIM ACOSTA
P.O. BOX 4464
VENTURA, CA 93007
805.647.6477 cell 805.340.0870 email:acostabserv@aol.com

My name is Jim Acosta and I am currently on the board of directors of CSDA. I am seeking re-election to the CSDA board of directors. I would like your support to continue the work of representing you at CSDA.

I am proud of the accomplishments of CSDA during my time on the board. Working in conjunction with the rest of the directors, we have increased the membership numbers, targeting small districts, by offering incentives to become members of CSDA. We also have increased the number of member benefit programs. One of the accomplishments that I am most proud of is the Annual Conference. We have focused resources on the Annual Conference to elevate it to the stature of a premier conference amongst the different associations. We have accomplished that by bringing in speakers to the conference that are timely, and bringing a message that is pertinent to special districts.

This past year has seen many challenges for Independent Special Districts. The transparency laws that were put in place presented another challenge to Special Districts and CSDA was there to assist members to comply and meet the deadline. The CSDA continues to meet those kinds of challenges and I think we have a good board that works well together. For these reasons I would like your support for re-election to the board of CSDA

I serve as President of the Saticoy Sanitary District, and treasurer of the Saticoy Lions Club, and Secretary Treasurer for the Downtown Center for the Arts. I have served as a director of the Ventura Regional Sanitation District and the Triunfo Sanitary District. I have also served as a commissioner of the Ventura County LAFCO, representing the Special Districts of Ventura County. Other boards that I have served include the Ventura County Special District Association, the Boys and Girls Club of Ventura and the Saticoy Community Council.

Please support me in my bid for re-election.

CSDA BOARD OF DIRECTORS
JOHN FOX'S CANDIDATE STATEMENT

I joined the Board in 1989 and have served CSDA continuously in many capacities including Board Member over 18 years, President 2006-07, Chair of most committees, Santa Barbara Chapter President 4 times, CSDA Finance Corporation President 7 times.

I believe very strongly that Special Districts serves an important role as the third leg of local government in bringing mostly single purpose focus to grass roots in more than twenty different infrastructure and community needs through over 2100 independent Special Districts statewide. I feel my background and experience over a considerable period of time uniquely qualify me to provide a leadership contribution to maintaining and strengthening CSDA further during the current unsettling times.

My primary thrust at present is on five project areas:

CSDA Finance Corporation - Current President of this dynamic activity which has financed almost one BILLION dollars in Capital Improvements and equipment leases to over 70 Special Districts.

I am also actively involved in the following:

Chapter Development
Membership Committee
Education Committee
New Products and Services

Creative Programs designed to address membership retention and growth, low cost tax exempt loans and consideration of new products and services are underway and I look forward to participating in those deliberations.

Space does not allow further elaboration here but I will be sending a letter to you expanding on these and other topics in the near future.

CSDA needs dedicated directors who are willing and able to commit substantial amounts of time to attending meeting in Sacramento and elsewhere and communicating by Email and phone regarding all manner of

actions. I have the dedication, time, willingness, energy, enthusiasm and commitment for the job.

I would welcome your call with questions and comments at any time. Try it to see! Call 805-967-9071 or Email - FXYJON@aol.com.

Your vote would be greatly appreciated.

John R. Fox

RJ Kelly, Castaic Lake Water Agency Region 5

RJ Kelly has been serving on the Castaic Lake Water Agency Board for the past 8 years. How did this happen? RJ's private practice is in the finance and tax field. This led the Board to request him to replace an outgoing director that was retiring. During the 8 years of service RJ has served as Board Vice President for 4 years and Board president for the last 2 years.

RJ earned the CSDA award of Board President of the Year in 2010. RJ has been promoting CSDA to his Board and Agency (which has been a member for several years) and attends the annual conferences. He completed and was certified with both the SDI and CSDI Governance programs. RJ is committed to giving a 100% to the CSDA Region 5 Board if elected and looks forward to your votes and resolutions of support.



Date: July 6, 2011 **Job:** Not Applicable
Prepared By: Joseph Zoba, General Manager **G/L:** Not Applicable
Subject: Proposed Bylaw Amendment for the California Special District Association
Recommendation: That the Board casts a vote related to the proposed bylaw amendment and directs District staff to submit a completed ballot to the California Special District Association.

The District has received information related to a proposed bylaw amendment for the California Special District Association (CSDA). The proposed amendment requires new chapters within certain counties following the proposed bylaw change to require 100 percent of their members be affiliated with the CSDA. The approval of this bylaw change will not affect existing CSDA local chapters or its members.

Some people draw close comparisons between labor unions and associations. Both are formed and exist as a coalition of independent members for the purpose of advancing common interests and goals. Building from this analogy, the California Special District Association is seeking to form different classes and requirements within its membership to further the goals of the entire organization and require all new local chapters to be directly affiliated with the statewide organization.

The current CSDA bylaws require a local chapter like the Association of San Bernardino County Special Districts to have at least one member active in the statewide organization. The sixteen active county chapters would continue to maintain this requirement. However, any new chapter formed, like in Riverside County, would be required to have 100 percent of their members be CSDA members. While certainly not a huge issue for the Yucaipa Valley Water District considering other issues we deal with, it is important to maintain principles that do not place undue requirements on other public agencies and create organizations with tiers of membership. It would be a shame for this bylaw change to discourage special districts from creating a local chapter in Riverside County.



**California Special
Districts Association**
Districts Stronger Together

**MAIL BALLOT FOR PROPOSED
BYLAWS AMENDMENT**

Shall the 2011 Proposed CSDA Bylaws Amendments be Adopted?

- Yes**
- No**

CSDA Member District Name: _____

Authorized Signature: _____
(GM or Board President)

View current 2010 CSDA Bylaws at csda.net/bylaws
View proposed new bylaws also at csda.net/bylaws

(If you require a hard copy of either of the above listed bylaws or have questions, please call Charlotte Lowe, CSDA Executive Assistant at (877) 924-CSDA.) If approved, bylaws will become effective August 1, 2011.

RECEIVED
JUN 08 2011
YUCAIPA VALLEY
WATER DISTRICT

MEMORANDUM

DATE: June 1, 2011

TO: California Special Districts Association (CSDA) Voting Members

FROM: Jo MacKenzie, CSDA Board President
Neil McCormick, CSDA Executive Director

SUBJECT: Proposed CSDA Bylaws Amendments

The CSDA Board of Directors has approved that attached recommended changes to the CSDA Bylaws to bring forward to CSDA voting members for consideration.

These recommended changes only affect one section of the bylaws (Article VIII – Local Chapters) as indicated in the attached document. The main reason for the proposed change to the bylaws is to require all newly formed chapters to have 100% of their members as dues paying members of the state association (CSDA) as well.

Approving this bylaws change will not affect any existing CSDA chapter or its members. This is for newly formed chapters only.

CSDA strongly encourages all chapters to promote membership in CSDA at the statewide level as it significantly helps in supporting the wide variety of efforts by the association throughout California and delivered on behalf of all districts. Ultimately, CSDA is trying to build and strengthen the relationship and connection between the statewide organization and chapters so we can better work together, communicate and have consistency in membership which makes us stronger.

The proposed changes are indicated in mark-up form on the attached excerpt from the Bylaws. A full version of the current CSDA bylaws can be found online at www.csda.net/bylaws.

Once your district has reviewed the proposed CSDA bylaws updates, please use the enclosed official ballot with the prepaid postage to cast your vote by mail in favor or not in favor of the changes. **Completed ballots must be received by Friday, July 29, 2011 at 5:00 pm to be counted.** Only official and fully completed ballots returned via regular mail will be counted. The results of the Bylaws ballot will be announced in the CSDA e-News and on the CSDA website -- www.csda.net. If approved, the updated bylaws will take effect on August 1, 2011.

If you have any questions or require hard copies of any of any of these documents, you may contact Charlotte Lowe, Executive Assistant at charlottel@csda.net or (916) 442-7887.

Thank you for your participation and continued support of CSDA!

ARTICLE VIII – LOCAL CHAPTERS

Section 1. Purpose:

The purpose of local chapters is to provide a local forum of members for the discussion, consideration and interchange of ideas concerning matters relating to the purposes and powers of special districts and the CSDA.

The local chapters may meet to discuss issues bearing upon special districts and the CSDA. The chapters may make recommendations to the CSDA's Board of Directors.

Section 2. Organization:

The regular voting members of the CSDA are encouraged to create and establish local chapters. Each of the following existing chapters must have at least one (1) CSDA member in their membership at all times: Alameda, Butte, Contra Costa, Kern, Marin, Monterey, Orange (ISDOC), Placer, Sacramento, San Bernardino, San Diego, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Ventura. These existing chapters are strongly encouraged to have all district members as CSDA members, however – the existing local chapter may include members of local organizations, districts and professionals who are not members of the CSDA.

New chapters formed after {DATE OF BYLAWS UPDATE} are required to have 100 percent of their district members as CSDA members in order to be a chapter affiliate of CSDA. The existing local chapter may include members of local organizations and professionals who are not members of CSDA.

Local chapters shall be determined to be affiliates of the CSDA upon approval and ratification by the Board of Directors of the CSDA. The chapters shall be required to provide updated membership lists to the CSDA at least annually.

CSDA and its local chapters shall not become or deem to be partners or joint ventures with each other by reason of the provisions of these Bylaws.

Section 3. Rules, Regulations and Meetings:

Each local chapter shall adopt such rules and regulations, meeting place and times as the membership of such local chapter may decide by majority vote. Rules and regulations of the local chapter shall not be inconsistent with the Articles of Incorporation or Bylaws of the CSDA.

Section 4. Financing of Local Chapters:

No part of the CSDA's funds shall be used for the operation of the local chapter affiliates. The CSDA is not responsible for the debts, obligations, acts or omissions of its local chapters.

Section 5. Legislative Program Participation:

Local chapters may function as a forum in regard to federal, state and local legislative issues. The chapters may assist the CSDA in the distribution of information to their members.

DIRECTOR COMMENTS

ANNOUNCEMENTS