



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, January 7, 2015 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.
 - A. Minutes of Meetings
 - 1. Regular Board Meeting - December 17, 2014
- V. **BOARD REPORTS**
 - A. Reports by Board Members
- VI. **STAFF REPORT**
- VII. **DISCUSSION ITEMS**
 - A. Adoption of Resolution No. 2015-01 Approving an Investment Policy and Appointment of the General Manager as the District Investment Officer [[Director Memorandum No. 15-001 - Page 11 of 36](#)]
 - RECOMMENDED ACTION: That the Board adopts Resolution No. 2015-01 as presented.
 - B. Adoption of Resolution No. 2015-02 Appointing a Corporate Representative to Small Claims Court [[Director Memorandum No. 15-002 - Page 20 of 36](#)]
 - RECOMMENDED ACTION: That the Board adopts Resolution No. 2015-02 as presented.

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Tysa Baeumel at (909) 797-5117 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 is also be available on the District's website at www.yvwd.dst.ca.us

- C. Reimbursement Policy and Compensation Paid to Members of the Board of Directors Pursuant to Assembly Bill No. 1234 [[Director Memorandum No. 15-003](#) - Page 22 of 36]

RECOMMENDED ACTION: That the Board either: (1) takes no action which would provide for a five percent increase; or (2) adopts the Resolution No. 2015-03 to defer increased compensation in accordance with Ordinance No. 53-2007.

VIII. DIRECTORS COMMENTS

IX. ANNOUNCEMENTS

- A. January 13, 2015 at 4:00 p.m. - Board Workshop
- B. January 21, 2015 at 6:00 p.m. - Regular Board Meeting
- C. January 27, 2015 at 4:00 p.m. - Board Workshop
- D. January 28, 2015 at 6:00 p.m. - San Gorgonio Pass Regional Water Resource Alliance at the City of Banning
- E. February 4, 2015 at 6:00 p.m. - Regular Board Meeting
- F. February 10, 2015 at 4:00 p.m. - Board Workshop
- G. February 18, 2015 at 6:00 p.m. - Regular Board Meeting
- H. February 24, 2015 at 4:00 p.m. - Board Workshop

X. ADJOURNMENT

Consent Calendar



Yucaipa Valley Water District

MINUTES OF A REGULAR BOARD MEETING

December 17, 2014 at 6:00 P.M.

Directors Present:

Bruce Granlund, President
Lonni Granlund, Vice President
Ken Munoz, Director
Tom Shalhoub, Director

Staff Present:

Joseph Zoba, General Manager
Vicky Elisalda, Controller
John Hull, Public Works Manager
John Wrobel, Regulatory and Environmental Control
Manager

Directors Absent:

Jay Bogh, Director

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

Karen DeSilva, News Mirror

The regular meeting of the Board of Directors of the Yucaipa Valley Water District was called to order by Director Bruce Granlund at 6:00 p.m. at the Administrative Office Building, 12770 Second Street, Yucaipa, California.

CALL TO ORDER

Director Bruce Granlund led the pledge of allegiance.

FLAG SALUTE

The roll was called and Director Bruce Granlund, Director Lonni Granlund, Director Ken Munoz, and Director Tom Shalhoub were present. Director Jay Bogh was absent.

ROLL CALL

There were no public comments

PUBLIC COMMENTS

Director Lonni Granlund moved to approve the consent calendar and Director Ken Munoz seconded the motion to approve the consent calendar.

CONSENT CALENDAR

A. Minutes of Meetings

1. Regular Board Meeting - December 3, 2014
2. Board Workshop - December 9, 2014

B. Payment of Bills

1. Approve/Ratify Invoices for Board Awarded Contracts
2. Ratify General Expenses for November 2014

The motion was approved with corrections to the board workshop minutes by the following vote:

Director Jay Bogh - Absent
Director Bruce Granlund - Yes
Director Lonni Granlund - Yes
Director Ken Munoz - Yes

Director Tom Shalhoub - Yes

A. Reports by Board Members

- Director Ken Munoz distributed information about the City of San Bernardino Clean Water Factory Project and reported on the San Bernardino Valley Municipal Water District Advisory Commission on Water Policy meeting held on December 11, 2014.
- Director Tom Shalhoub reported on the Association of the San Bernardino County Special Districts meeting held on December 15, 2014.
- Director Lonni Granlund reported on the 60th anniversary celebration of the San Bernardino Valley Municipal Water District.
- Director Bruce Granlund reported on the San Bernardino Valley Municipal Water District meeting on December 16, 2014.

BOARD REPORTS

General Manager Joseph Zoba reported on the following items:

- The Yucaipa Valley Water District will be hosting an ethics training session in January 2015 to meet the compliance requirements of AB 1234.
- The next meeting of the Yucaipa Valley Water District Financing Corporation will be on January 7, 2015 at 5:55 p.m.
- The District will be conducting a workshop about the 2004A Certificates of Participation refinancing on January 13, 2015 at 4:00 p.m.

STAFF REPORT

Following a staff presentation by Controller Vicky Elisalda, Director Lonni Granlund moved and Director Ken Munoz seconded a motion to receive and file the unaudited financial report as presented.

The motion was approved by the following vote:

- Director Jay Bogh - Absent
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DISCUSSION ITEMS:

DM 14-102
UNAUDITED
FINANCIAL REPORT
FOR THE PERIOD
ENDING ON
NOVEMBER 30, 2014

Following a staff presentation by General Manager Joseph Zoba, Director Ken Munoz moved and Director Lonni Granlund seconded a motion to approve the proposed policy.

The motion was approved by the following vote:

- Director Jay Bogh - Absent
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 14-103
APPROVAL OF A
POLICY RELATED TO
THE DISCLOSURE
PROCEDURES FOR
THE ISSUANCE OF
MUNICIPAL DEBT BY
THE YUCAIPA VALLEY
WATER DISTRICT

Following a staff presentation by General Manager Joseph Zoba, Director Lonni Granlund moved and Director Ken Munoz seconded a motion to appoint Tom Shalhoub as the District's representative for the San Gorgonio Pass Regional Water Alliance.

The motion was approved by the following vote:

- Director Jay Bogh - Absent
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 14-104
APPOINTMENT OF A
REPRESENTATIVE
FOR THE SAN
GORGONIO PASS
REGIONAL WATER
ALLIANCE

Following a staff presentation by General Manager Joseph Zoba, Director Lonni Granlund moved and Director Tom Shalhoub seconded a motion to adopt Resolution No. 2014-22.

The motion was approved by the following vote:

- Director Jay Bogh - Absent
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 14-105
ADOPTION OF
RESOLUTION NO.
2014-22 DESIGNATING
AGENTS TO EXECUTE
DOCUMENTS ON
BEHALF OF THE
YUCAIPA VALLEY
WATER DISTRICT FOR
EMERGENCY
ASSISTANCE

Following a staff presentation by General Manager Joseph Zoba, Director Tom Shalhoub moved and Director Ken Munoz seconded a motion to nominate Lonni Granlund as President of the Board of Directors.

The motion was approved by the following vote:

- Director Jay Bogh - Absent
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 14-106
REORGANIZATION OF
THE MEMBERS OF
THE BOARD OF
DIRECTORS

This board action will be officially recorded as Resolution No. 2014-23.

Following the vote described above, Director Lonni Granlund moved and Director Ken Munoz seconded a motion to nominate Jay Bogh as Vice - President of the Board of Directors.

The motion was approved by the following vote:

Director Jay Bogh - Absent
Director Bruce Granlund - Yes
Director Lonni Granlund - Yes
Director Ken Munoz - Yes
Director Tom Shalhoub - Yes

This board action will be officially recorded as Resolution No. 2014-24.

Director Ken Munoz requested that information pertaining to the biosolids contract issued to One Stop and the cost of membership for joining organizations such as the Association of California Water Agencies be provided at the board workshop on January 13, 2015.

Director Tom Shalhoub acknowledged and appreciated the information included at the back of each meeting packet.

Director Lonni Granlund acknowledged and recognized the District staff effort related to the recently acquired recycled water permit.

Director Bruce Granlund congratulated Director Lonni Granlund as the next President of the Board of Directors and thanked the board members for the opportunity to serve as the past President.

DIRECTOR
COMMENTS

Director Bruce Granlund mentioned the announcements listed on the agenda.

ANNOUNCEMENTS

The meeting was adjourned at 6:42 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)

Board Reports



Yucaipa Valley Water District

Staff Report



Yucaipa Valley Water District

Discussion Items



Yucaipa Valley Water District



Date: January 7, 2015

Prepared By: Joseph Zoba, General Manager

Subject: Adoption of Resolution No. 2015-01 Approving an Investment Policy and Appointment of the General Manager as the District Investment Officer

Recommendation: That the Board adopts Resolution No. 2015-01 as presented.

On January 15, 2014, the Board of Directors adopted the current investment policy as Resolution No. 2014-01 [Director Memorandum No. 14-001].

Each year the District staff presents the investment policy for review by the Board of Directors. If no modifications are necessary, the District staff recommends adoption of Resolution No. 2015-01.

RESOLUTION NO. 2015-01

**A RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT
APPROVING AN INVESTMENT POLICY AND APPOINTING
THE GENERAL MANAGER AS THE DISTRICT INVESTMENT OFFICER**

WHEREAS, California Government Code, Section 53646, requires the annual adoption of an investment policy.

NOW, THEREFORE, the Yucaipa Valley Water District hereby resolves as follows:

Section 1: Adoption of Investment Policy.

Pursuant to Government Code 53600 et seq., the “Yucaipa Valley Water District Statement of Investment Policy” is hereby approved as attached hereto and incorporated herein by this reference.

Section 2: Appointment of Investment Officer.

The General Manager of the District is hereby appointed as the District’s Investment Officer and is authorized and directed to do all things necessary to implement the Investment Policy.

PASSED, APPROVED and ADOPTED this 7th day of January 2015.

YUCAIPA VALLEY WATER DISTRICT

ATTEST:

Lonni Granlund, President Board of Directors

Joseph B. Zoba, General Manager



STATEMENT OF INVESTMENT POLICY

January 7, 2015

INTRODUCTION

The purpose of this policy is to provide broad guidelines to the District Investment Officer, who is charged with the responsibility for the investment of funds for the District. All investments by the District shall be governed by State law and by this policy.

The District Investment Officer is responsible for administering the District's investments. In furtherance of this responsibility, the District Investment Officer shall issue and administer detailed Investment Instructions which may change periodically and which will implement this Investment Policy. The investment of bond proceeds will be further restricted by the provisions of relevant bond documents.

POLICY GUIDELINES

1) Prudence

The standard of prudence to be used by the District Investment Officer shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. All persons investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds shall act with care, skill, prudence and diligence in order to safeguard the principal amount of the investments and maintain the liquidity needs of the District.

2) Objectives

The primary objectives, in priority order, of the District's investment activities shall be:

- A. Safety of Principal. The investments shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.
- B. Liquidity. The investment portfolio will remain sufficiently liquid to enable the District to meet its cash flow requirements.
- C. Return on Investment. The investment portfolio shall be designed with the objective of attaining a market rate of return on its investments consistent with the constraints imposed by its safety objective and cash flow requirements.

3) Delegation of Authority

The management and oversight responsibility for the investment program is hereby delegated to the District Investment Officer who shall monitor and review all investments for consistency with

this investment policy. No person may engage in an investment transaction except as provided under the limits of this policy. The District Investment Officer shall maintain investment instructions for internal and external management of investments consistent with State Government Code requirements. The District may contract for the use of investment manager services subject to all other provisions of this Investment Policy. The District Investment Officer shall maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes, and it shall be the policy of the District staff to purchase securities only from those authorized institutions or firms.

4) Investment Oversight Committee

There is hereby established an Investment Oversight Committee, which shall consist of the Investment Officer, the District's Controller and the members of the Board of Directors.

It shall be the responsibility of the Committee to:

- A. Review changes in investment practices of the Investment Officer for compliance with the Investment Policy and investment transaction instructions and procedures;
- B. Review the District's monthly Unaudited Financial Report for adherence to this Investment Policy and investment instructions and procedures in the event that said Report is not presented at a workshop of the Board; and
- C. Identify any deviations from the Investment Policy or any investment instructions or procedures which are deemed imprudent.

To maintain full financial transparency of the District's operations, an unaudited financial report will be provided monthly to the Board of Directors at a workshop meeting prior to being presented at a board meeting. The presentation of the monthly financial report shall be the preferred mechanism to be used to provide all financial information to the entire Board and the public.

5) Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions. Officers and employees involved in the investment process shall abide by the District's Conflict of Interest Code, California Government Code, Section 1090 and the California Political Reform Act.

6) Authorized and Acceptable Investments

Government Code, Section 53601 sets forth the eligible investments for the District. All investments purchased for the District shall be delivered, either by book entry or physical delivery, to the District's third party custodian. All investments of the District shall have the Yucaipa Valley Water District as registered owner.

- A. As to the District's surplus funds generally (excluding funds from bond proceeds), the District's Investment Officer is authorized to invest such funds as follows:
 1. Local Agency Investment Fund - The District Investment Officer may invest in the Local Agency Investment Fund (LAIF) established by the State Treasurer for the benefit of local agencies. There is no minimum investment period and the minimum transaction is \$5,000, in multiples of

\$1,000 above that, with a maximum of \$30 million for any agency. The LAIF offers high liquidity because deposits can be converted to cash in 24 hours and no interest is lost. All interest is distributed to those agencies participating on a proportionate share.

2. Passbook Savings Accounts and Demand Deposit Accounts - For purposes of this policy, passbook savings accounts and demand deposit accounts and bank money-market accounts shall be considered appropriate investments. The District may earn interest on idle funds in such accounts at a federally-insured institution.
 3. United States Government Securities - U.S. Treasury Bills, Notes, Bonds and Certificates of Indebtedness, or those for which the full faith and credit of the United States are pledged for payment of principal and interest and are not subject to any limitations. Since this investment category is considered to be extremely safe and liquid, there is no limitation as to the percentage of the District's portfolio that can be invested in these types of investments.
- B. As to the District's bond proceeds, and subject to the Board's approval, such proceeds may be invested by the District Investment Officer in the following investments authorized under California Government Code, Sections 53601, 53635 and 53635.2:
1. United States Treasury notes, bonds, bills or certificates of indebtedness or other obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest;
 2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Certain short-term obligations of agencies or instrumentalities of the United States Government may be backed only by the issuing agency or instrumentality and may not be backed by the full faith and credit of the United States Government. For example, securities issued by the Federal Home Loan Banks and the Freddie Mac are supported only by the credit of the agency or instrumentality that issued them, and not by the United States Government, and securities issued by the Federal Farm Credit System and the Fannie Mae are supported by the agency's or instrumentality's right to borrow money from the U.S. Treasury under certain circumstances;
 3. Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by this state or by a department, board, agency, or authority of this state.
 4. Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled or operated by the local agency, or by a department, board, agency, or authority of the local agency.

5. Bankers acceptances (otherwise known as bills of exchange or time drafts) that are drawn on and accepted by a commercial bank which are eligible for purchase by the Federal Reserve System. Such banker's acceptances may not exceed 180 days maturity. No more than forty percent (40%) of the District's money may be invested in such banker's acceptances. No more than thirty percent (30%) of the District's money may be invested in the banker's acceptances of any one commercial bank. The commercial bank shall have the highest short-term letter and numerical rating as provided by Moody's Investors Service, Inc. ("Moody's") or Standard & Poor's Rating Agency ("Standard & Poor's");
6. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (a) or paragraph (b):
 - (a) The entity is organized and operating in the United States as a general corporation, and has total assets in excess of \$500 million, and has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO.
 - (b) The entity is organized within the United States as a special purpose corporation, trust, or limited liability company, has a program wide credit enhancements including, but not limited to, over collateralization, letters of credit or surety bond, and has commercial paper that is rated "A-1" or higher, or the equivalent by an NRSRO.

Commercial paper shall have a maximum maturity of 270 days or less. The District may invest no more than twenty-five percent (25%) of its money in such commercial paper. The District may purchase no more than ten percent (10%) of the outstanding commercial paper of any single issuer;

7. Repurchase agreements with respect to securities described in paragraphs (i) and (ii) above provided that the term of any such repurchase agreement shall be one year or less. A repurchase agreement means a purchase of securities by the District pursuant to an agreement by which the seller will repurchase the securities on or before a specific date at an agreed upon price, thereby establishing the yield during the District's holding period. The yield established for the repurchase agreement is determined by current short-term rates and may be more or less than the interest rate on the underlying securities. The securities underlying a repurchase agreement is, in effect, collateral under the agreement and the securities shall be (otherwise known as bills of exchange or time drafts) delivered to the District by book entry, physical delivery or by third-party custodial agreement. At the time a repurchase agreement is made, the underlying securities shall be valued at one hundred and two percent (102%) or greater of the repurchase price. If an agreement is in effect for more than one day, and, in the event their value drops below one hundred and two percent (102%) of the repurchase price, the seller to the repurchase

agreement shall provide additional securities or money within one business day so that the value of the collateral is not less than one hundred and two percent (102%) of the repurchase price. At the expiration of each agreement, the District receives payment of the repurchase price as a condition for the transfer of the underlying securities back to the Seller;

8. Negotiable certificates of deposit issued by a nationally or state-chartered bank or a state or federal savings association (as defined in Section 5102 of the California Financial Code) a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed thirty percent (30%) of the District's money which may be invested pursuant to this section. The District is prohibited from investing the District's funds, or funds in the custody of the District, in negotiable certificates of deposit issued by a state or federal credit union if a member of the District's Board of Directors, or any person with investment decision making authority with the District, also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
9. Shares of beneficial interest issued by diversified management companies (also known as mutual fund companies) that invest in the securities and obligations as authorized by Government Code, Section 53601(a) to (j), (m) and (n) and that comply with investment restrictions contained in Government Code, Section 53630, et. seq. However, a county or party to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the diversified management company's board of directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100% of the sales price of the securities are marked to market daily. The diversified management company in this section shall have attained the highest ranking or the highest letter and numerical ranking provided by not less than 2 NRSROs. The purchase price of shares of beneficial interest shall not include any commission or load that the company may charge and shall not exceed twenty percent (20%) of the District's money that may be invested pursuant to this Statement of Investment Policy. No more than ten percent (10%) of the District's money may be invested in shares of any one mutual fund referenced in this paragraph (ix);
10. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80(a-l et seq.). The diversified management company shall have attained the highest ranking or the highest letter in numerical ranking provided by no less than 2 NRSROs. The purchase price of shares of beneficial interest shall not include any commission or load that the companies may charge and shall not exceed twenty percent (20%) of the District's money that may be invested pursuant to this Statement of Investment Policy.

7) Nondiscrimination

Investments shall not knowingly be made in any institution that practices or supports directly or indirectly through its actions discrimination on the basis of race, religion, color, creed, national or ethnic origin, age, gender, or physical disability.

8) Maximum Maturity

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the District to meet all projected obligations. No investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement that at the time of the investment has a term remaining to maturity in excess of five years.

9) Ineligible Investments

Any security type or structure not specifically approved by this policy and investment instructions is specifically prohibited. Security types that are thereby prohibited to be purchased include, but are not limited to:

- A. Complex derivative structures such as range notes, inverse floaters, or any other complex variable rate or structure note.
- B. Interest-only strips that are derived from a pool of mortgages, or any security that could result in zero interest accrual if held to maturity.

10) Sales Prior to Maturity

Sales prior to maturity are permitted. It is also recognized that in a changing interest rate environment, it may be financially advantageous to sell investments at a book value loss in order to reinvest in a more profitable security.

11) Reporting

The District Investment Officer shall render to the Board of Directors a monthly report which shall include the following information for investments:

- Distribution of funds within all financial accounts maintained by the District;¹
- Summary of investments including the types of investments, maturity date, yield, costs and market value;²
- Detailed money market investment account activity associated with the purchase of U.S. Treasuries;²
- The current balance, accrued interest and historical effective yield of funds managed by the Local Agency Investment Fund (LAIF).²

The monthly report shall also:

- A. State compliance of the portfolio to this Investment Policy and State law, or state the manner in which the portfolio is not in compliance.

¹ This report component is contained within the monthly Unaudited Financial Report.

² This report component is contained within the Investment Summary of the monthly Unaudited Financial Report.

- B. Include a description of any of the District's funds, investments or programs that are under management of contracted parties, including lending programs.
- C. Include a statement denoting the ability of the District to meet its expenditure requirements of the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

The District Investment Officer shall annually render to the Board of Directors a Statement of Investment Policy, which the Board of Directors shall consider at a public meeting.

12) Interest Allocation

The Investment Officer shall allocate interest pursuant to an Interest Allocation Schedule. A list of funds eligible to receive interest shall be maintained by the District Investment Officer.



Date: January 7, 2015

Prepared By: Joseph Zoba, General Manager

Subject: Adoption of Resolution No. 2015-02 Appointing a Corporate Representative to Small Claims Court

Recommendation: That the Board adopts Resolution No. 2015-02 as presented.

Every year the Board of Directors updates and adopts a resolution appointing representatives to act on behalf of the District in small claims court.

The District staff recommends the following individuals be assigned to represent the District in small claims court: Joseph Zoba; Jack Nelson; Brent Anton; Vicky Elisalda; Peggy Little; and Chelsie Fogus.

RESOLUTION NO. 2015-02

A RESOLUTION APPOINTING A CORPORATE REPRESENTATIVE TO SMALL CLAIMS COURT

UNREPRESENTED PARTY <i>(Name and Address)</i> Yucaipa Valley Water District 12770 Second Street, Yucaipa, California 92399		TELEPHONE NUMBER (909) 797-5119	FOR COURT USE ONLY
NAME OF COURT: Superior Court, Small Claims Division			
STREET ADDRESS:			
MAILING ADDRESS:			
CITY AND ZIP CODE:			
BRANCH NAME:			
PLAINTIFF: Not Applicable		CASE NUMBER:	
DEFENDANT: Not Applicable			
RESOLUTION - APPOINTING A CORPORATE REPRESENTATIVE			

It appearing to the Board of Directors of the Yucaipa Valley Water District, a corporation qualified to do business in the State of California, that it is desirable and necessary to appoint an officer/employee of this corporation to act for and in its behalf in the Small Claims Court.

And it further appearing that Joseph B. Zoba, John F. Nelson, Brent Anton, Vicky Elisalda, Peggy Little, and Chelsie Fogus as an officer/employee of Yucaipa Valley Water District is a suitable individual for such appointment; and said officer/employee is not employed solely for the purpose of representing said corporation.

Be it resolved that Joseph B. Zoba, and/or John F. Nelson, and/or Brent Anton, and/or Vicky Elisalda, and/or Peggy Little, and/or Chelsie Fogus is/are appointed to represent and appear for said corporation in the lawful process of any and all claims filed in said court, and is further authorized and empowered to accept service of process issued by said court, for and on behalf of said corporation.

I certify that the foregoing resolution was adopted by the Board of Directors of the Yucaipa Valley Water District, at a regular meeting held on January 7, 2015.

Lonni Granlund, President

(SEAL)

Joseph B. Zoba, Secretary

THE LOCAL BUSINESS ADDRESS OF SAID CORPORATION IS:
**Yucaipa Valley Water District
12770 Second Street,
Yucaipa, California 92399**

SIGNATURE OF AGENT SO APPOINTED

NAME AND TITLE OF AGENT SO APPOINTED



Director Memorandum 15-003

Date: January 7, 2015

Prepared By: Joseph Zoba, General Manager

Subject: Reimbursement Policy and Compensation Paid to Members of the Board of Directors Pursuant to Assembly Bill No. 1234

Recommendation: That the Board either: (1) takes no action which would provide for a five percent increase; or (2) adopts the Resolution No. 2015-03 to defer increased compensation in accordance with Ordinance No. 53-2007.

On March 21, 2007, the Board adopted Resolution No. 10-2007 and Ordinance No. 53-2007. These actions updated the policy of reimbursement and compensation paid to the members of the Board of Directors in a manner consistent with Assembly Bill No. 1234. Both the resolution and ordinance are attached for your review.

In January of each year, District staff presents Ordinance No. 53-2007 and Resolution No. 10-2007 to determine if any changes are required.

Pursuant to the attached Ordinance and Resolution, the Board is requested to make a decision regarding the rate of compensation received by board members for attending District related meetings and functions. Based on the reimbursement and compensation policy, the Board has two alternatives to address the rate of compensation.

Alternative 1 – No Director Fee Increase. Attached is Resolution No. 2015-03 which, if adopted by the Board, would maintain the rate of compensation paid to board members at the current rate of \$127.64 per day for each day's attendance at meetings as defined in Section 1(d) of Ordinance No. 53-2007. This daily rate is not to exceed ten days per month.

Alternative 2 – Automatic Director Fee Increase. By not taking action (procedurally this is accomplished by no motion for action being made at the board meeting, or by Resolution No. 2015-03 failing to be approved), the provision in Section 2 of Ordinance No. 53-2007 will apply which states, "...each calendar year following the adoption of this Ordinance, the compensation which may be received by members of the Board of Directors shall automatically be increased by 5% per calendar year beginning in January 2008, unless the Board of Directors by resolution elects not to receive an increase. Action by the Board of Directors to make such an election not to receive an increase in any one year will not affect the automatic increase the following calendar year". Therefore, by taking no action compensation paid to board members will be increased from \$127.64 to \$134.02 per day for each day's attendance at meetings as defined in Section 1(d) of Ordinance No. 53-2007.

Financial Implications

On average, a board member typically seeks reimbursement for four to five meeting-days per month out of the maximum of ten permitted meeting-days per month.

Based on attending an average of five meetings per month, the cost per board member at the current rate of \$127.64 per meeting-day is \$638.20 per board member per month, or \$7,658.40 per board member per year. The maximum annual meeting reimbursement amount at ten meeting-days per month would be \$15,316.80 per board member.

If the automatic increase takes effect, the current rate of \$127.64 would be increased to \$134.02 per day for each day's attendance at meetings. Based on attending five meetings per month, the cost per board member at a rate of \$134.02 per meeting-day is \$670.10 per board member per month, or \$8,041.20 per board member per year. The maximum annual meeting reimbursement amount at ten meeting-days per month would be \$16,104 per board member.

RESOLUTION NO. 10-2007**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
YUCAIPA VALLEY WATER DISTRICT
UPDATING THE POLICY FOR REIMBURSEMENT OF ACTUAL
AND NECESSARY EXPENSES OF THE BOARD OF DIRECTORS**

WHEREAS, the Yucaipa Valley Water District (the "District") is a public agency of the State of California organized and existing pursuant to the County Water District Law of this State (Section 30000, et seq., of the Water Code); and

WHEREAS, as authorized by Water Code, Sections 30507 and 71255 the District has previously authorized reimbursement to its Board members of their actual, necessary and reasonable expenses incurred in the performance of their official duties in attending Board meetings, committee meetings, workshops, educational special district workshops and related occurrences; and

WHEREAS, the Legislature has enacted effective January 1, 2006, AB 1234 amending existing statutes and adding additional statutes requiring that local public agencies adopt a written policy concerning the District's reimbursement of the actual and necessary expenses of Board members in the performance of their official duties for the District; and

WHEREAS, AB 1234 also requires a written policy for the payment of per day compensation to Board members for meetings other than those of the Board, its Board workshop, Board committees, an advisory body of the Board and conferences and educational activities; and

WHEREAS, AB 1234 also requires that any Board member who receives any form of compensation from the District is required to attend at least two (2) hours of ethics training every two (2) years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Yucaipa Valley Water District as follows:

1. Additional Compensable Meetings. As permitted by Government Code, Section 53232.1(d) the per day compensation authorized by Ordinance No. 53-2007 shall also be paid for a Board member's attendance at a meeting of South Mesa Mutual Water Company or Western Heights Mutual Water Company, an association or organization related to the services provided by the District, any meeting or hearing of any joint powers authority, local, state or federal agency or any board, commission, committee or department thereof, and any tours, field trips or informal business meetings with District staff in the performance of the official duties of the Board of Directors; provided, however, that the total number of compensable days in any calendar month for all meetings attended by a Board member shall not exceed the maximum set forth in the District's Ordinance No. 53-2007.

2. Reimbursable Expenses of Board Members. As authorized by Government Code, Section 53232.2 the following actual and necessary expenses incurred by Board members in the performance of their official duties shall be reimbursed by the District:

(a) Mileage at the rate established by the Internal Revenue Service to and from all Meetings as defined by the District's Ordinance No. 53-2007 and this Resolution;

(b) Other actual, necessary and reasonable travel and meal expenses incurred by a Board member in attending such Meetings with detailed receipts;

(c) Lodging costs, in connection with a conference or organized educational activity conducted in compliance with the Brown Act, including but not limited to the ethics training in Section 4 below, shall not exceed the maximum group rate published by the conference or activity sponsor or if no group rate is provided then the lodging cost shall not exceed the government and group rates offered by a provider of transportation or lodging services for travel and lodging when available.

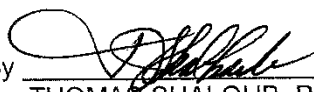
3. Expense Report Requirements. The District shall provide written expense report forms to be filed by the District's Board members for reimbursement of actual and necessary expenses incurred on behalf of the District in performance of official duties. Such filings shall include all receipts for such expenses. Reimbursable expenses to be reported shall include, but not be limited to, mileage, meals, lodging and other travel-related expenses. All such expense reports shall constitute public records under the California Public Records Act. The District Board member shall provide brief oral reports on meetings attended at the expense of the District at the next regular meeting of the District's Board of Directors.

4. Ethics Training. Pursuant to Government Code, Section 53234 each Board member shall attend at least two (2) hours of ethics training every two (2) years at the expense of the District. Such ethics training must be approved or authorized by the California Attorney General's Office and the Fair Political Practices Commission. Written proof of such ethics training must be filed by each Board member with the District and the District shall retain records of such ethics training for at least five (5) years after the Board member receives such training.

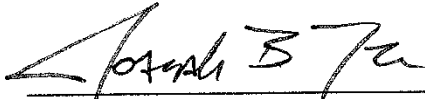
5. Effective Date. This Resolution shall be effective March 21, 2007, and hereby supersedes Resolution No. 36-2005.

Adopted this 21st day of March 2007.

YUCAIPA VALLEY WATER DISTRICT

By 
THOMAS SHALOUB, President of the Board of Directors

ATTESTED:


Secretary of the Board

ORDINANCE NO. 53-2007**AN ORDINANCE OF THE YUCAIPA VALLEY WATER DISTRICT
UPDATING THE REIMBURSEMENT POLICY AND COMPENSATION PAID
TO MEMBERS OF THE BOARD OF DIRECTORS PER ASSEMBLY BILL 1234**

WHEREAS, Yucaipa Valley Water District (the "District") is a public agency of the State of California organized and existing pursuant to the County Water District Law of this State (Section 30000 et seq. of the Water Code); and

WHEREAS, by Resolution No. 3-1978 adopted on January 25, 1978, the Board of Directors authorized compensation to be paid to each Director of the Board of Directors for each day's attendance at meetings of the Board of Directors and for each day's service rendered as a Director at the request of the Board of Directors; and

WHEREAS, by minute action on June 23, 1982, consistent with Water Code, Section 30507, the Board of Directors increased that per day compensation to \$100.00 per day; and

WHEREAS, as authorized by Water Code, Sections 30507 and 71255 the District has previously authorized reimbursement to its Board members of their actual, necessary and reasonable expenses incurred in the performance of their official duties in attending Board meetings, committee meetings, workshops, educational special district workshops and related occurrences; and

WHEREAS, by Ordinance No. 51-2005 adopted on December 21, 2005, the Board of Directors increased the per day compensation for each of the Directors to \$105.00 per day and also updated the reimbursement and compensation policy consistent with AB 1234 enacted effective January 1, 2006; and

WHEREAS, the Board of Directors desires to increase the per day compensation by 5% to \$110.25 and to provide for automatic annual compensation increases of no more than 5% per year beginning in January of each year following the adoption of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Yucaipa Valley Water District, as follows:

Section 1. Definitions:

- (a) "Day's attendance" shall mean attendance at any Meeting as defined in Section 1(d) below.
- (b) "Day's service" shall mean service rendered by a Director without regard to the length of time of such service.
- (c) "Expenses" shall mean those actual and necessary out-of-pocket expenses incurred by a Director incident to or arising from a day's attendance at meetings or a day's service rendered.
- (d) "Meeting" shall mean a meeting of the Board of Directors, including Board workshops and Board-created Committee meetings, advisory body or a conference or

organized educational activity all of which are authorized "meetings" under Government Code, Section 53232.1(a), and any other meeting or occurrence authorized by a written resolution adopted by the Board of Directors in a public meeting.

Section 2. Compensation and Annual Increases: Each Director shall receive compensation in the amount of \$110.25 per day for each day's attendance at Meetings as defined in Section 1(d) above not to exceed a total of ten (10) days in any calendar month, together with any expenses authorized by a resolution establishing the policy for the reimbursement of such actual and necessary expenses incurred in the performance of the official duties of the Board of Directors. Each calendar year following the adoption of this Ordinance, the compensation which may be received by members of the Board of Directors shall automatically be increased by 5% per calendar year beginning in January 2008, unless the Board of Directors by resolution elects not to receive such an increase. Action by the Board of Directors to make such an election not to receive an increase in any one year will not affect the automatic increase the following calendar year.


Section 3. Effective Date: In accordance with Section 20204 of the Water Code, this Ordinance shall become effective sixty (60) days from the date of its passage. This Ordinance hereby supersedes Ordinance No. 51-2005.

Adopted and enacted this 21st day of March, 2007.

YUCAIPA VALLEY WATER DISTRICT

By 
THOMAS SHALOUB, President of the
Board of Directors

ATTESTED:


Secretary of the Board

RESOLUTION NO. 2015-03

**RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT
ELECTING NOT TO INCREASE THE COMPENSATION
FOR THE BOARD OF DIRECTORS IN CALENDAR YEAR 2014**

WHEREAS, on March 21, 2007, the Board of Directors adopted Ordinance No. 53, 2007 which updated the reimbursement policy and compensation paid to members of the Board of Directors pursuant to Assembly Bill No. 1234; and

WHEREAS, each member of the Board of Directors is currently compensated at a rate of \$127.64 per day for each day's attendance at meetings as defined in Section 1(d) of Ordinance No. 53-2007.

NOW, THEREFORE, BE IT HEREBY RESOLVED AND ORDERED, that the Board of Directors of the Yucaipa Valley Water District does hereby determine that the rate of compensation shall remain at \$127.64 per day for each day's attendance at meetings for calendar year 2013.

PASSED, APPROVED and ADOPTED this 7th day of January 2015.

YUCAIPA VALLEY WATER DISTRICT

ATTEST:

Lonni Granlund, President Board of Directors

Joseph B. Zoba, General Manager

Director Comments



Yucaipa Valley Water District



FACTS ABOUT THE YUCAIPA VALLEY WATER DISTRICT

Service Area Size: 40 square miles (sphere of influence is 68 square miles)

Elevation Change: 3,140 foot elevation change (from 2,044 to 5,184 feet)

Number of Employees: 5 elected board members
57 full time employees

Operating Budget: Water Division - \$13,072,750
Sewer Division - \$11,689,000
Recycled Water Division - \$433,500
Total Annual Budget - \$25,195,250

Number of Services: 12,206 water connections serving 16,843 units
13,492 sewer connections serving 20,312 units
62 recycled water connections

Water System: 215 miles of drinking water pipelines
27 reservoirs - 34 million gallons of storage capacity
18 pressure zones
12,000 ac-ft annual water demand (3.9 billion gallons)
Two water filtration facilities:
- 1 mgd at Oak Glen Surface Water Filtration Facility
- 12 mgd at Yucaipa Valley Regional Water Filtration Facility

Sewer System: 8.0 million gallon treatment capacity - current flow at 4.0 mgd
205 miles of sewer mainlines
5 sewer lift stations
4,500 ac-ft annual recycled water prod. (1.46 billion gallons)

Recycled Water: 22 miles of recycled water pipelines
5 reservoirs - 12 million gallons of storage
1,200 ac-ft annual recycled demand (0.4 billion gallons)

Brine Disposal: 2.2 million gallon desalination facility at sewer treatment plant
1.108 million gallons of Inland Empire Brine Line capacity
0.295 million gallons of treatment capacity in Orange County



THE MEASUREMENT OF WATER PURITY

One part per hundred is generally represented by the percent (%).
This is equivalent to about fifteen minutes out of one day.

One part per thousand denotes one part per 1000 parts.
This is equivalent to about one and a half minutes out of one day.

One part per million (ppm) denotes one part per 1,000,000 parts.
This is equivalent to about 32 seconds out of a year.

One part per billion (ppb) denotes one part per 1,000,000,000 parts.
This is equivalent to about three seconds out of a century.

One part per trillion (ppt) denotes one part per 1,000,000,000,000 parts.
This is equivalent to about three seconds out of every hundred thousand years.

One part per quadrillion (ppq) denotes one part per 1,000,000,000,000,000 parts.
This is equivalent to about two and a half minutes out of the age of the Earth (4.5 billion years).





GLOSSARY OF COMMONLY USED TERMS

Every profession has specialized terms which generally evolve to facilitate communication between individuals. The routine use of these terms tends to exclude those who are unfamiliar with the particular specialized language of the group. Sometimes jargon can create communication cause difficulties where professionals in related fields use different terms for the same phenomena.

Below are commonly used water terms and abbreviations with commonly used definitions. If there is any discrepancy in definitions, the District's Regulations Governing Water Service is the final and binding definition.

Acre Foot of Water - The volume of water (325,850 gallons, or 43,560 cubic feet) that would cover an area of one acre to a depth of 1 foot.

Activated Sludge Process – A secondary biological sewer treatment process where bacteria reproduce at a high rate with the introduction of excess air or oxygen, and consume dissolved nutrients in the wastewater.

Annual Water Quality Report - The document is prepared annually and provides information on water quality, constituents in the water, compliance with drinking water standards and educational material on tap water. It is also referred to as a Consumer Confidence Report (CCR).

Aquifer - The natural underground area with layers of porous, water-bearing materials (sand, gravel) capable of yielding a supply of water; see Groundwater basin.

Backflow - The reversal of water's normal direction of flow. When water passes through a water meter into a home or business it should not reverse flow back into the water mainline.

Best Management Practices (BMPs) - Methods or techniques found to be the most effective and practical means in achieving an objective. Often used in the context of water conservation.

Biochemical Oxygen Demand (BOD) – The amount of oxygen used when organic matter undergoes decomposition by microorganisms. Testing for BOD is done to assess the amount of organic matter in water.

Biosolids – Biosolids are nutrient rich organic and highly treated solid materials produced by the sewer treatment process. This high-quality product can be used as a soil amendment on farm land or further processed as an earth-like product for commercial and home gardens to improve and maintain fertile soil and stimulate plant growth.

Catch Basin – A chamber usually built at the curb line of a street, which conveys surface water for discharge into a storm sewer.

Capital Improvement Program (CIP) – Projects for repair, rehabilitation, and replacement of assets. Also includes treatment improvements, additional capacity, and projects for the support facilities.

Collector Sewer – The first element of a wastewater collection system used to collect and carry wastewater from one or more building sewer laterals to a main sewer.

Coliform Bacteria – A group of bacteria found in the intestines of humans and other animals, but also occasionally found elsewhere and is generally used as an indicator of sewage pollution.

Combined Sewer Overflow – The portion of flow from a combined sewer system, which discharges into a water body from an outfall located upstream of a wastewater treatment plant, usually during wet weather conditions.

Combined Sewer System– Generally older sewer systems designed to convey both sewage and storm water into one pipe to a wastewater treatment plant.

Conjunctive Use - The coordinated management of surface water and groundwater supplies to maximize the yield of the overall water resource. Active conjunctive use uses artificial recharge, where surface water is intentionally percolated or injected into aquifers for later use. Passive conjunctive use is to simply rely on surface water in wet years and use groundwater in dry years.

Consumer Confidence Report (CCR) - see Annual Water Quality Report.

Cross-Connection - The actual or potential connection between a potable water supply and a non-potable source, where it is possible for a contaminant to enter the drinking water supply.

Disinfection By-Products (DBPs) - The category of compounds formed when disinfectants in water systems react with natural organic matter present in the source water supplies. Different disinfectants produce different types or amounts of disinfection byproducts. Disinfection byproducts for which regulations have been established have been identified in drinking water, including trihalomethanes, haloacetic acids, bromate, and chlorite

Drought - a period of below average rainfall causing water supply shortages.

Dry Weather Flow – Flow in a sanitary sewer during periods of dry weather in which the sanitary sewer is under minimum influence of inflow and infiltration.

Fire Flow - The ability to have a sufficient quantity of water available to the distribution system to be delivered through fire hydrants or private fire sprinkler systems.

Gallons per Capita per Day (GPCD) - A measurement of the average number of gallons of water use by the number of people served each day in a water system. The calculation is made by dividing the total gallons of water used each day by the total number of people using the water system.

Groundwater Basin - An underground body of water or aquifer defined by physical boundaries.

Groundwater Recharge - The process of placing water in an aquifer. Can be a naturally occurring process or artificially enhanced.

Hard Water - Water having a high concentration of minerals, typically calcium and magnesium ions.

Hydrologic Cycle - The process of evaporation of water into the air and its return to earth in the form of precipitation (rain or snow). This process also includes transpiration from plants, percolation into the ground, groundwater movement, and runoff into rivers, streams and the ocean; see Water cycle.

Infiltration – Water other than sewage that enters a sewer system and/or building laterals from the ground through defective pipes, pipe joints, connections, or manholes. Infiltration does not include inflow. See *Inflow*.

Inflow - Water other than sewage that enters a sewer system and building sewer from sources such as roof vents, yard drains, area drains, foundation drains, drains from springs and swampy areas, manhole covers, cross connections between storm drains and sanitary sewers, catch basins, cooling towers, storm waters, surface runoff, street wash waters, or drainage. Inflow does not include infiltration. See *Infiltration*.

Inflow / Infiltration (I/I) – The total quantity of water from both inflow and infiltration.

Mains, Distribution - A network of pipelines that delivers water (drinking water or recycled water) from transmission mains to residential and commercial properties, usually pipe diameters of 4" to 16".

Mains, Transmission - A system of pipelines that deliver water (drinking water or recycled water) from a source of supply the distribution mains, usually pipe diameters of greater than 16".

Meter - A device capable of measuring, in either gallons or cubic feet, a quantity of water delivered by the District to a service connection.

Overdraft - The pumping of water from a groundwater basin or aquifer in excess of the supply flowing into the basin. This pumping results in a depletion of the groundwater in the basin which has a net effect of lowering the levels of water in the aquifer.

Peak Flow – The maximum flow that occurs over a specific length of time (e.g., daily, hourly, instantaneously).

Pipeline - Connected piping that carries water, oil or other liquids. See Mains, Distribution and Mains, Transmission.

Point of Responsibility, Metered Service - The connection point at the outlet side of a water meter where a landowner's responsibility for all conditions, maintenance, repairs, use and replacement of water service facilities begins, and the District's responsibility ends.

Potable Water - Water that is used for human consumption and regulated by the California Department of Public Health.

Pressure Reducing Valve - A device used to reduce the pressure in a domestic water system when the water pressure exceeds desirable levels.

Pump Station - A drinking water or recycled water facility where pumps are used to push water up to a higher elevation or different location.

Reservoir - A water storage facility where water is stored to be used at a later time for peak demands or emergencies such as fire suppression. Drinking water and recycled water systems will typically use concrete or steel reservoirs. The State Water Project system considers lakes, such as Shasta Lake and Folsom Lake to be water storage reservoirs.

Runoff - Water that travels downward over the earth's surface due to the force of gravity. It includes water running in streams as well as over land.

Sanitary Sewer System - Sewer collection system designed to carry sewage, consisting of domestic, commercial, and industrial wastewater. This type of system is not designed nor intended to carry water from rainfall, snowmelt, or groundwater sources. See *Combined Sewer System*.

Sanitary Sewer Overflow – Overflow from a sanitary sewer system caused when total wastewater flow exceeds the capacity of the system. See *Combined Sewer Overflow*.

Santa Ana River Interceptor (SARI) Line – A regional brine line designed to convey 30 million gallons per day of non-reclaimable wastewater from the upper Santa Ana River basin to the sewer treatment plant operated by Orange County Sanitation District.

Secondary Treatment – Biological sewer treatment, particularly the activated-sludge process, where bacteria and other microorganisms consume dissolved nutrients in wastewater.

Supervisory Control and Data Acquisition (SCADA) - A computerized system which provides the ability to remotely monitor and control water system facilities such as reservoirs, pumps and other elements of water delivery.

Service Connection - The water piping system connecting a customer's system with a District water main beginning at the outlet side of the point of responsibility, including all plumbing and equipment located on a parcel required for the District's provision of water service to that parcel.

Sludge – Untreated solid material created by the treatment of sewage.

Smart Irrigation Controller - A device that automatically adjusts the time and frequency which water is applied to landscaping based on real-time weather such as rainfall, wind, temperature and humidity.

Special District - A political subdivision of a state established to provide a public services, such as water supply or sanitation, within a specific geographic area.

Surface Water - Water found in lakes, streams, rivers, oceans or reservoirs behind dams.

Total Suspended Solids (TSS) – The amount of solids floating and in suspension in water or sewage.

Transpiration - The process by which water vapor is released into the atmosphere by living plants.

Trickling Filter – A biological secondary treatment process in which bacteria and other microorganisms, growing as slime on the surface of rocks or plastic media, consume nutrients in primary treated sewage as it trickles over them.

Underground Service Alert (USA) - A free service that notifies utilities such as water, telephone, cable and sewer companies of pending excavations within the area (dial 8-1-1 at least 2 working days before you dig).

Urban Runoff - Water from city streets and domestic properties that typically carries pollutants into the storm drains, rivers, lakes, and oceans.

Valve - A device that regulates, directs or controls the flow of water by opening, closing or partially obstructing various passageways.

Wastewater – Any water that enters the sanitary sewer.

Water Banking - The practice of actively storing or exchanging in-lieu surface water supplies in available groundwater basin storage space for later extraction and use by the storing party or for sale or exchange to a third party. Water may be banked as an independent operation or as part of a conjunctive use program.

Water cycle - The continuous movement water from the earth's surface to the atmosphere and back again; see Hydrologic cycle.

Water Pressure - Pressure created by the weight and elevation of water and/or generated by pumps that deliver water to the tap.

Water Service Line - The pipeline that delivers potable water to a residence or business from the District's water system. Typically the water service line is a 1" to 1½" diameter pipe for residential properties.

Watershed - A region or land area that contributes to the drainage or catchment area above a specific point on a stream or river.

Water Table - The upper surface of the zone of saturation of groundwater in an unconfined aquifer.

Water Transfer - A transaction, in which a holder of a water right or entitlement voluntarily sells/exchanges to a willing buyer the right to use all or a portion of the water under that water right or entitlement.

Water Well - A hole drilled into the ground to tap an underground water aquifer.

Wetlands - Lands which are fully saturated or under water at least part of the year, like seasonal vernal pools or swamps.

Wet Weather Flow – Dry weather flow combined with stormwater introduced into a combined sewer system, and dry weather flow combined with infiltration/inflow into a separate sewer system.





COMMONLY USED ABBREVIATIONS

AQMD	Air Quality Management District
BOD	Biochemical Oxygen Demand
CARB	California Air Resources Board
CCTV	Closed Circuit Television
CWA	Clean Water Act
EIR	Environmental Impact Report
EPA	U.S. Environmental Protection Agency
FOG	Fats, Oils, and Grease
GPD	Gallons per day
MGD	Million gallons per day
O & M	Operations and Maintenance
OSHA	Occupational Safety and Health Administration
POTW	Publicly Owned Treatment Works
PPM	Parts per million
RWQCB	Regional Water Quality Control Board
SARI	Santa Ana River Inceptor
SAWPA	Santa Ana Watershed Project Authority
SBVMWD	San Bernardino Valley Municipal Water District
SCADA	Supervisory Control and Data Acquisition system
SSMP	Sanitary Sewer Management Plan
SSO	Sanitary Sewer Overflow
SWRCB	State Water Resources Control Board
TDS	Total Dissolved Solids
TMDL	Total Maximum Daily Load
TSS	Total Suspended Solids
WDR	Waste Discharge Requirements
YVWD	Yucaipa Valley Water District