



# Yucaipa Valley Water District

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

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

Wednesday, February 18, 2015 at 6:00 p.m.

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- 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 - February 4, 2015
    - 2. Board Workshop - February 10, 2015
  - B. Payment of Bills
    - 1. Approve/Ratify Invoices for Board Awarded Contracts
    - 2. Ratify General Expenses for January 2015
- V. **BOARD REPORTS**
  - A. Reports by Board Members
- VI. **STAFF REPORT**
- VII. **DISCUSSION ITEMS**
  - A. Unaudited Financial Report for the Period Ending on January 31, 2015 [[Director Memorandum No. 15-015 - Page 19 of 68](#)]
    - RECOMMENDED ACTION: That the Board receives and files the unaudited financial report as presented.

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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](http://www.yvwd.dst.ca.us)

- B. Denial of Claim Related to a Blocked Sewer Lateral at 35411 Wildwood Canyon Road, Yucaipa - James Sollis [[Director Memorandum No. 15-016 - Page 47 of 68](#)]  
RECOMMENDED ACTION: That the Board of Directors denies the claim for damages.
- C. Approval of a Policy Related to Debt Management of the Yucaipa Valley Water District's Water Division [[Director Memorandum No. 15-017 - Page 53 of 68](#)]  
RECOMMENDED ACTION: That the Board approves the policy document.

**VIII. DIRECTORS COMMENTS**

**IX. ANNOUNCEMENTS**

- A. February 24, 2015 at 4:00 p.m. - Board Workshop
- B. February 25, 2015 at 6:00 p.m. - San Gorgonio Pass Regional Water Resource Alliance at the City of Banning
- C. March 4, 2015 at 6:00 p.m. - Regular Board Meeting
- D. March 10, 2015 at 4:00 p.m. - Board Workshop
- E. March 18, 2015 at 6:00 p.m. - Regular Board Meeting
- F. March 24, 2015 at 4:00 p.m. - Board Workshop
- G. March 25, 2015 at 6:00 p.m. - San Gorgonio Pass Regional Water Resource Alliance at the City of Banning
- H. April 1, 2015 at 6:00 p.m. - Regular Board Meeting

**X. ADJOURNMENT**

# Consent Calendar



Yucaipa Valley Water District

# MINUTES OF A REGULAR BOARD MEETING

February 4, 2015 at 6:00 P.M.

**Directors Present:**

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

**Staff Present:**

Joseph Zoba, General Manager  
Jack Nelson, Assistant General Manager  
Vicky Elisalda, Controller  
Brent Anton, Engineering Manager  
John Hull, Public Works Manager

**Directors Absent:**

None

**Consulting Staff Present:**

David Wysocki, Legal Counsel

**Registered Guests and Others Present:**

David Duron, Customer

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

CALL TO ORDER

Director Lonni Granlund led the pledge of allegiance.

FLAG SALUTE

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

ROLL CALL

There were no public comments

PUBLIC COMMENTS

Director Bruce Granlund moved to approve the consent calendar and Director Tom Shalhoub seconded the motion to approve the consent calendar.

CONSENT CALENDAR

A. Minutes of Meetings

1. Regular Board Meeting - January 21, 2015
2. Board Workshop - January 27, 2015

The motion was approved by the following vote:

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

A. Reports by Board Members

BOARD REPORTS

- Director Bruce Granlund reported on the Cherry Valley Acres & Neighbors meeting held on January 22, 2015.

- Directors Tom Shalhoub, Bruce Granlund, and Lonni Granlund reported on the Southern California Water Committee Quarterly meeting held on January 23, 2015.
- Director Tom Shalhoub reported on the Association of the San Bernardino County Special Districts meeting held on January 26, 2015.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Alliance meeting held on January 28, 2015.
- Directors Tom Shalhoub, Bruce Granlund, and Lonni Granlund reported on the Ethics Training Seminar conducted by the District on January 29, 2015.
- Directors Tom Shalhoub and Bruce Granlund reported on the City of Calimesa council meeting held on February 2, 2015.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency meeting held on February 2, 2015.
- Director Tom Shalhoub reported on the Beaumont Basin Watermaster meeting held on February 4, 2015.
- Director Tom Shalhoub announced the upcoming Riverside County Water Task Force meeting scheduled for February 20, 2015.

General Manager Joseph Zoba reported on the following items:

- A brief overview of the rating agency presentation process by Fitch and S&P was discussed related to the 2015A Revenue Refunding Bonds.

STAFF REPORT

DISCUSSION ITEMS:

Following a staff presentation by Engineering Manager Brent Anton, Director Tom Shalhoub moved and Director Ken Munoz seconded a motion to authorize the District staff to solicit bids for the construction of 675 linear feet of 8-inch ductile iron pipe in Cedar Avenue, 1,020 linear feet of 8-inch ductile iron pipe in Adams Street, 150 linear feet of 8-inch ductile iron pipe in Adams Court and 525 linear feet of 8-inch ductile iron pipe in Comberton Street.

The motion was approved by the following vote:

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

DM 15-013  
AUTHORIZATION TO  
SOLICIT BIDS FOR  
THE CONSTRUCTION  
OF AN 8-INCH  
DRINKING WATER  
PIPELINE IN CEDAR  
AVENUE, ADAMS  
STREET, ADAMS  
COURT AND  
COMBERTON STREET

Following a staff presentation by General Manager Joseph Zoba and a public hearing, Director Jay Bogh moved and Director Ken Munoz seconded a motion to adopt Resolution No. 2015-09.

The motion was approved by the following vote:

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

No director comments.

Director Lonni Granlund mentioned the announcements listed on the agenda.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

DM 15-014  
PUBLIC HEARING -  
ADOPTION OF  
RESOLUTION NO.  
2015-09 ADOPTING  
THE 2015 UPPER  
SANTA ANA  
INTEGRATED  
REGIONAL WATER  
MANAGEMENT PLAN

DIRECTOR  
COMMENTS

ANNOUNCEMENTS

(Seal)

# MINUTES OF A BOARD WORKSHOP

February 10, 2015 at 4:00 P.M.

Directors Present:

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

Staff Present:

Joseph Zoba, General Manager  
Jack Nelson, Assistant General Manager  
Jennifer Ares, Water Resource Manager  
John Hull, Public Works Supervisor  
Bob Wall, Operations Manager  
Brent Anton, Engineering Manager  
Vicky Elisalda, Controller

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

Vanessa Register, Customer  
David Duron, Customer  
Richard Siegmund, Customer  
Barbara Voigt, San Geronio Pass Water Agency  
Bill Hemsley, City of Yucaipa

- I. Call to Order - 4:00 p.m.
- II. Public Comments - General Manager Joseph Zoba recognized the members of the Board of Directors and District staff in attendance. There were no public comments.
- III. Staff Report:
  - General Manager Joseph Zoba discussed the recent requests for renting Bear Valley shares of water in 2015.
- IV. Presentations
  - A. Update on the Determination of the Usable Capacity and Safe Yield for each Subbasin within the Yucaipa Basin Area [Workshop Memorandum No. 15-015] - General Manager Joseph Zoba provided an overview of the current conditions of available storage capacity in the Yucaipa Basin area.
  - B. Overview of Rating Agency Determinations of the Yucaipa Valley Water District Related to the 2015A Refunding Revenue Bonds [Workshop Memorandum No. 15-016] - General Manager Joseph Zoba provided an overview of the rating agency determinations related to the 2015A Refunding Revenue Bonds.
- V. Capital Improvement Projects
  - A. Status Report on the Construction of the Six Million Gallon Drinking Water Reservoir R-12.4 - Calimesa [Workshop Memorandum No. 15-017] - Engineering Manager Brent Anton provided an update on the construction activities at the R-12.4 Reservoir Project.

- B. Compensatory Mitigation Requirements from the California Department of Fish and Wildlife for the Second Street Pipeline Project across Wilson Creek - Yucaipa [Workshop Memorandum No. 15-018] - Water Resource Manager Jennifer Ares provided an overview on the draft mitigation agreement associated with the Second Street Pipeline Project.
- VI. Administrative Items
- A. Unaudited Financial Report for the Period Ending on January 31, 2015 [Workshop Memorandum No. 15-019] - Controller Vicky Elisalda provided an overview of the Unaudited Financial Report for the period ending on January 31, 2015.
  - B. Status Report on the 2015A Refunding Revenue Bonds [Workshop Memorandum No. 15-020] - General Manager Joseph Zoba provided an overview and sequence of future events for the 2015A Refunding Revenue Bond sale.
  - C. Review of a Draft Debt Management Policy for the Water Division [Workshop Memorandum No. 15-021] - General Manager Joseph Zoba provided an overview of the draft Debt Management Policy.
  - D. Denial of Claim Related to Blocked Sewer Lateral at 35411 Wildwood Canyon Road, Yucaipa - James Sollis [Workshop Memorandum No. 15-022] - Assistant General Manager Jack Nelson provided an overview of the blocked sewer lateral at 35411 Wildwood Canyon Road, Yucaipa
- VII. Director Comments - Director Ken Munoz asked about information on the depth of water at various wells throughout the District's service area.
- VIII. Adjournment - The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary



Board Awarded Contracts  
Consent Calendar Regular Meeting -February 18, 2015

District Awarded Contracts	Director Memorandum	Job or GL #	Job Cost Breakdown	Awarded Contract Amount	Prior Payments to Date	Pending Invoice Amount	Total Contract Payments	Remaining Contract Amount	Percent Remaining	Encumbered Funds - Remaining Contract Amount				
										General Operating Expenses	Water Division Funds	Sewer Division Funds	Non-Potable Division Funds	Other Funds
Aklufi & Wysocki - FY 2015 Legal Services	--	*-5-06-54107	--	--	\$22,241	\$3,173	\$25,414							
Delta Partners \$90,000 per year - Legislative Consult (exp 12/18) W/S	13-079	*-5-06-54109	--	\$90,000	\$0	\$7,500	\$7,500	\$82,500	92%	\$82,500				
Gateway Pacific Contractors, Inc. Construction of 6.0 MG Reservoir R-12.4	14-091	SCIP funding	--	\$7,520,080	\$0	\$697,819	\$697,819	\$6,822,261	91%					\$6,822,261
Geoscience Preparation of a groundwater model for the Gateway Basin CO #1 - preparation of groundwater model	14-070 15-010	04-5-06-54109	\$35,320 \$16,390	\$51,710	\$29,182	\$2,689	\$31,871	\$19,839	38%	\$19,839				
Krieger & Stewart Initiate Design of R-12.4 TO#4 Revised TO#4, Amendment #2 TO#5- Construction Mgmt Services TO#5, Design R-13.4 and H-2 Reservoirs for JP Ranch 60% R-13.4 and 40% H-2 TO#7, Design of a 24" Recycled Water Pipeline TO#7, Amendment #1 Addtl Design Costs	04-164 05-075 14-014 14-092 05-083 05-083 11-091 14-012	65-295	\$74,900 \$600 \$45,000 \$482,500 \$47,400 \$31,600 \$220,800 \$49,000	\$603,000	\$135,324	\$6,538 \$0	\$141,862 \$50,471	\$461,138 \$28,529	76% 36%	\$461,138			\$15,268	\$28,529
One Stop Landscape Supply - FY 2015 Sludge Hauling & Reuse	--	03-5-02-57031	--	--	\$133,157	\$22,614	\$155,771							
Platinum Advisors FY 2015 Lobbyist N-T-E per month FY 2015 Quarterly Filing & Misc. Expenses	13-080	02-5-06-54109 02-5-06-54109	-- --	-- --	\$35,000 \$250	\$5,000 \$0	\$40,000 \$250							
Qversa Conversion and Installation of Pulse Meter Controls	14-087	02-5-40-57001	--	\$60,750	\$0	\$0	\$0	\$60,750	100%	\$60,750				
Redlands Ford 4 Utility Trucks for Water Production/5 for Public Works	14-095	02-5-40-5700X	--	\$213,084	\$21,421	\$0	\$21,421	\$191,663	90%	\$191,663				
RMC Water & Environment TO#25, Digester Cleaning & a Solids Process Cond Assess TO#25, Amendment #1 TO#26, SRF Mgmt Svcs for the Calimesa Regional Recycled Water Pipel	12-066 13-074 14-023	88-12830	\$57,730 \$271,870	\$329,600	\$117,402	\$1,642	\$119,043	\$210,557	64%			\$210,557		\$78,663
San Bernardino Valley Municipal Water District Cost sharing for Yucaipa Groundwater Study by Geoscience	13-078			\$136,945	\$0	\$0	\$0	\$136,945	100%		\$136,945			
United States Geological Survey Yucaipa Basin Groundwater Investigation	12-097	02-5-06-54109	\$100,000	\$100,000	\$48,152	\$0	\$48,152	\$51,848	52%		\$51,848			
Vavrinek, Trine, Day & Company (VTD) FY 2014 Auditing Services \$23,900 + \$7,775 for Single Audit FY 2015 Auditing Services \$23,900 + \$7,775 for Single Audit	13-024 13-024	*-5-06-54108	\$31,675 \$31,675	\$31,675	\$23,800 \$0	\$0 \$0	\$23,800 \$0	\$7,875 \$31,675	25% 100%	\$7,875 \$31,675				
<b>GRAND TOTALS</b>				<b>\$9,645,756</b>	<b>\$920,707</b>	<b>\$746,973</b>	<b>\$1,667,680</b>	<b>\$8,199,510</b>	<b>--</b>	<b>\$394,302</b>	<b>\$649,931</b>	<b>\$210,557</b>	<b>\$93,930</b>	<b>\$6,850,790</b>
										<b>\$394,302</b>		<b>\$954,419</b>		<b>\$6,850,790</b>
Approval of General Expenses January 2015 (Check Register Attached)														

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/05/2015	22349	Boot Barn #4	717.57
01/05/2015	22350	Rodd Greene	404.00
01/05/2015	22351	Standard Insurance Company	2,633.28
01/05/2015	22352	Western Dental Services, Inc.	288.11
01/05/2015	22353	Robert Hines	404.00
01/05/2015	22354	Anthem Blue Cross L and H	354.70
01/05/2015	22355	Standard Insurance Company	2,974.49
01/05/2015	22356	Aetna Health of California	42,376.00
01/05/2015	22357	Standard Insurance Vision Plan	578.16
01/05/2015	22358	MetLife Small Business Center	413.08
01/05/2015	22359	Jennifer Ares	109.85
01/05/2015	22360	American Water Works Assoc.	249.00
01/05/2015	22361	California Water Environment A	468.00
01/05/2015	22362	Ralph C. Casas	43.50
01/05/2015	22363	Ameripride Uniform Services	437.24
01/05/2015	22364	Redlands Employment Services	482.98
01/05/2015	22365	Crider Public Relations, Inc.	935.00
01/05/2015	22366	Konica Minolta Business Soluti	1,049.01
01/05/2015	22367	Krieger & Stewart	92,676.50
01/05/2015	22368	Radioshack Corp.	3.77
01/05/2015	22369	South Coast A.Q.M.D.	451.57
01/05/2015	22370	The Gas Company	614.91
01/05/2015	22371	George F. Siddle	75.50
01/05/2015	22372	Crown Ace Hardware - Yucaipa	815.59
01/05/2015	22373	J.L. Wingert Co.	2,689.08
01/05/2015	22374	JR Freeman Co. Inc.	1,258.66
01/09/2015	22375	PAYROLL CHECK	1,936.00
01/09/2015	22376	PAYROLL CHECK	283.69
01/09/2015	22377	PAYROLL CHECK	1,289.97
01/09/2015	22378	CA-PERS Supplemental Income 45	19,029.08
01/09/2015	22379	WageWorks, Inc.	1,378.07
01/09/2015	22380	Public Employees' Retirement S	32,539.43
01/09/2015	22381	Hong Nelson	125.00
01/09/2015	22382	IBEW Local 1436	270.00
01/09/2015	22383	Franchise Tax Board	100.00
01/09/2015	22384	PAYROLL CHECK	3,432.22
01/12/2015	22385	State Water Resources Control	140.00
01/12/2015	22386	Addiction Medicine Consultants	99.00
01/12/2015	22387	ADS, LLC	2,634.00
01/12/2015	22388	Ameripride Uniform Services	430.30
01/12/2015	22389	Redlands Employment Services	753.92
01/12/2015	22390	Bay Alarm Company	95.00
01/12/2015	22391	CA-Board of Equalization	1,918.00
01/12/2015	22392	Central Communications	253.95
01/12/2015	22393	Corelogic, Inc.	330.00
01/12/2015	22394	Coverall North America, Inc.	1,021.00
01/12/2015	22395	First American Data Tree, LLC	50.00
01/12/2015	22396	Joe DeSalliers	292.15
01/12/2015	22397	InfoSend, Inc.	8,541.42
01/12/2015	22398	Inland Empire Resource Conserv	262.73
01/12/2015	22399	Jean's Flower Basket	144.13
01/12/2015	22400	Matthew Bender & Co., Inc.	198.83
01/12/2015	22401	NetComp Technologies, Inc.	2,340.00
01/12/2015	22402	Pro-Pipe & Supply, Inc.	83.66
01/12/2015	22403	SCCI, Inc.	350.00

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/12/2015	22404	San Bernardino County Flood Co	1,900.00
01/12/2015	22405	SB CNTY-Fire Hazard Abatement	474.05
01/12/2015	22406	San Bdn. Valley Muni. Water D	473,259.60
01/12/2015	22407	Sims Welding & Supply Co., Inc	204.23
01/12/2015	22408	Southern California Water Comm	280.00
01/12/2015	22409	Association of San Bernardino	30.00
01/12/2015	22410	The Counseling Team Internatio	540.00
01/12/2015	22411	Underground Service Alert Of S	198.00
01/12/2015	22412	Yucaipa Disposal, Inc.	1,366.84
01/12/2015	22413	William Abbott	1,600.00
01/12/2015	22414	Auto Care Clinic	280.80
01/12/2015	22415	Edward S Babcock & Sons, Inc.	1,608.00
01/12/2015	22416	Brenntag Pacific, Inc	3,884.16
01/12/2015	22417	Cal's Auto Repair & Towing	100.00
01/12/2015	22418	Cal-Mesa Steel Supply, Inc.	30.24
01/12/2015	22419	Calolympic Glove & Safety Co.,	7.89
01/12/2015	22420	Center Electric	1,366.20
01/12/2015	22421	DC Frost Associates, Inc.	9,347.99
01/12/2015	22422	Dinosaur Tire Inc.	196.19
01/12/2015	22423	David Sunden	339.57
01/12/2015	22424	Evoqua Water Technologies LLC	175.48
01/12/2015	22425	Forestry Suppliers Inc.	651.50
01/12/2015	22426	GEI Consultants, Inc.	2,608.00
01/12/2015	22427	Grainger	2,748.91
01/12/2015	22428	Alan L. Grubel Automotive Inc.	613.25
01/12/2015	22429	Ham Radio Outlet, Inc.	170.94
01/12/2015	22430	Hasa, Inc.	3,847.12
01/12/2015	22431	Inland Water Works Supply Co.	466.56
01/12/2015	22432	Johnson Machinery Co.	607.61
01/12/2015	22433	JR Freeman Co. Inc.	215.77
01/12/2015	22434	Nuckles Oil Company, Inc.	1,776.70
01/12/2015	22435	Microflex Corp #774353	1,333.59
01/12/2015	22436	Most Dependable Fountains, Inc	159.80
01/12/2015	22437	Nagem, Inc.	450.00
01/12/2015	22438	Polydyne Inc.	5,713.20
01/12/2015	22439	Praxair Inc.	22.96
01/12/2015	22440	Q Versa, LLC	4,879.28
01/12/2015	22441	Redlands-Yucaipa Rentals Inc.	90.00
01/12/2015	22442	SB CNTY-Fire Protection Distri	359.52
01/12/2015	22443	Schaner's WasteWater Prod., In	2,466.46
01/12/2015	22444	Sterling Water Technologies LL	17,681.16
01/12/2015	22445	Steven Enterprises, Inc	119.88
01/12/2015	22446	Teledyne Isco, Inc.	881.19
01/12/2015	22447	HD Supply Facilities Maintenan	261.87
01/12/2015	22448	Cypress Insurance Company	15,377.92
01/20/2015	22449	Aklufi & Wysocki	2,632.50
01/20/2015	22450	Applied Diving Services, Inc.	45,705.00
01/20/2015	22451	Delta Partners, LLC	7,500.00
01/20/2015	22452	Geoscience Support Services, I	682.50
01/20/2015	22453	Krieger & Stewart	2,728.75
01/20/2015	22454	One Stop Landscape Supply Inc	22,825.50
01/20/2015	22455	Platinum Advisors, LLC	5,125.00
01/20/2015	22456	RMC Water and Environment	1,605.00
01/20/2015	22457	Ameripride Uniform Services	507.58
01/20/2015	22458	Best Home Center	29.15

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/20/2015	22459	Tokay Software	270.00
01/20/2015	22460	Verizon	163.04
01/20/2015	22461	Watereuse Association	1,236.04
01/20/2015	22462	Aqua-Metric Sales Company	36,140.80
01/20/2015	22463	BofA Credit Card	384.31
01/20/2015	22464	Brenntag Pacific, Inc	11,103.63
01/20/2015	22465	Calolympic Glove & Safety Co.,	587.23
01/20/2015	22466	Castlerock Environmental, Inc.	675.00
01/20/2015	22467	Cemex Inc. USA	596.64
01/20/2015	22468	Victor James Valenti	3,277.00
01/20/2015	22469	Evoqua Water Technologies LLC	2,154.93
01/20/2015	22470	G&G Environmental Compliance,I	2,426.28
01/20/2015	22471	Grainger	2,270.23
01/20/2015	22472	Alan L. Grubel Automotive Inc.	235.26
01/20/2015	22473	House Of Quality, Parts Plus	2,136.22
01/20/2015	22474	Infra-Tect LLC	1,542.24
01/20/2015	22475	Inland Water Works Supply Co.	3,464.00
01/20/2015	22476	Innerline Engineering	7,250.00
01/20/2015	22477	J.L. Wingert Co.	1,389.57
01/20/2015	22478	JB Paving & Engineering, Inc.	6,572.00
01/20/2015	22479	JR Freeman Co. Inc.	151.71
01/20/2015	22480	Lloyd Copelan Inc.	90.00
01/20/2015	22481	Matich Corp	1,836.39
01/20/2015	22482	P & R Paper Supply Co., Inc.	1,225.81
01/20/2015	22483	Pro-Pipe & Supply, Inc.	12.99
01/20/2015	22484	R & R Anderson Trucking	667.58
01/20/2015	22485	Red Alert Special Couriers	344.26
01/20/2015	22486	Roquet Paving Inc	6,538.99
01/20/2015	22487	Sunshine Growers Nursery	49.90
01/20/2015	22488	UPS Store#1504/ Mail Boxes Etc	281.86
01/20/2015	22489	Wilbur's	50.00
01/20/2015	22490	Wilson Bohannan Company	718.77
01/20/2015	22491	CWEA-TCP (OAKPORT ST.)	406.00
01/20/2015	22492	Timothy M. Mackamul	50.00
01/20/2015	22493	Joseph J. Woodford	400.00
01/23/2015	22494	WILLIAMS, PILBEN	51.14
01/23/2015	22495	STEWART, ANETA	17.72
01/23/2015	22496	PAYROLL CHECK	1,935.99
01/23/2015	22497	CA-PERS Supplemental Income 45	18,163.49
01/23/2015	22498	WageWorks, Inc.	1,328.07
01/23/2015	22499	Public Employees' Retirement S	32,145.97
01/23/2015	22500	Hong Nelson	125.00
01/23/2015	22501	Franchise Tax Board	100.00
01/23/2015	22502	State Water Resources Control	745.00
01/23/2015	22503	PAYROLL CHECK	554.37
01/26/2015	22504	Ralph C. Casas	50.75
01/26/2015	22505	Ameripride Uniform Services	531.77
01/26/2015	22506	Redlands Employment Services	1,564.86
01/26/2015	22507	AT&T Mobility	1,079.59
01/26/2015	22508	Bay Alarm Company	586.34
01/26/2015	22509	Fedex	23.41
01/26/2015	22510	InfoSend, Inc.	3,401.20
01/26/2015	22511	J.L. Wingert Co.	7.40
01/26/2015	22512	MailFinance Inc.	338.34
01/26/2015	22513	NetComp Technologies,Inc.	277.84

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/26/2015	22514	Pro-Pipe & Supply, Inc.	132.66
01/26/2015	22515	San Bdno. Valley Muni. Water D	4,615.80
01/26/2015	22516	SCE Rosemead	3,490.84
01/26/2015	22517	Signs Now #108	1,237.03
01/26/2015	22518	Thomson West	2,233.44
01/26/2015	22519	US Healthworks Medical Group,	60.00
01/26/2015	22520	Burgeson's Heating & Air Cond.	550.00
01/26/2015	22521	Grainger	859.49
01/26/2015	22522	Hach Company	1,767.84
01/26/2015	22523	Inland Water Works Supply Co.	155.52
01/26/2015	22524	JR Freeman Co. Inc.	247.66
01/26/2015	22525	MBC Applied Environmental Scie	1,300.00
01/26/2015	22526	Nuckles Oil Company, Inc.	1,591.30
01/26/2015	22527	Nagem, Inc.	525.00
01/26/2015	22528	PowerPlan	674.18
01/26/2015	22529	SB & Riv Counties Fire Equipme	1,540.24
01/26/2015	22530	Smart & Final Stores, LLC	154.57
01/26/2015	22531	Sonsray Machinery LLC	341.68
01/26/2015	22532	Steven Enterprises, Inc	1,635.12
01/26/2015	22533	ZEP Manufacturing Company	248.94
01/26/2015	22534	Atkinson, Andelson, Loya, Ruud	2,705.32
01/26/2015	22535	California Water Environment A	156.00
01/26/2015	22536	Lina Robert	44.95
01/26/2015	22537	Water Environment Federation	272.00
01/26/2015	22538	American Family Life Assurance	3,393.67
01/26/2015	22539	AWWA CA-NV (Rancho Cucamonga)	285.00
01/26/2015	22540	Boot Barn #4	338.54
01/26/2015	22541	J&M Trophies	21.60
01/26/2015	22542	YVWD-Petty Cash	203.94
01/26/2015	22543	Gregory N. Godwin	200.00
01/26/2015	22544	Workboot Warehouse	128.82
01/26/2015	22545	State Compensation Insurance F	22,436.22
<b>January 2015 Check Register Total</b>			<b>1,097,132.81</b>

# Board Reports



Yucaipa Valley Water District

# Staff Report



Yucaipa Valley Water District



# San Gorgonio Pass Water Agency

*A California State Water Project Contractor*  
1210 Beaumont Avenue • Beaumont, CA 92223  
Phone (951) 845-2577 • Fax (951) 845-0281

February 12, 2015

**President:**

**John Jeter**

**Vice President:**

**Bill Dickson**

**Treasurer:**

**Mary Ann Melleby**

**Directors:**

**Blair Ball**

**Ron Duncan**

**Ray Morris**

**Leonard Stephenson**

**General Manager**

**& Chief Engineer:**

**Jeff Davis, PE**

**Legal Counsel:**

**Russ Behrens**

**Best Best & Krieger**

Dear Retail Agency General Manager:

The San Gorgonio Pass Water Agency Board of Directors wishes to invite your retail agency to a "State of the Regional Water Supply" workshop involving water supply planning and the initial steps in the development of our 2015 Urban Water Management Plan (UWMP). Many of you also will be required to produce an UWMP next year.

This workshop, which is an important step in the process involved in creating the UWMP, could have a number of formats. One possible format discussed by the Board at a recent Board meeting includes having an "ad hoc" meeting where two members of your Board would meet with two members of the other Boards, including the Agency Board, to hear the Agency's plans on long-term water supply planning and to discuss them. These two members would then report back to your full Board of Directors. Additional meetings will be held as part of the public hearing process required for the preparation of the UWMP.

The Board will make the final determination on format, but they are interested in input from the retail agencies prior to making their decision.

I would appreciate hearing from you within the next two weeks or so if at all possible. Thank you. Please do not hesitate to contact me if you have any questions about this.

Sincerely,

Jeff Davis

General Manager



# Life After Lawns

*a how-to workshop on drought tolerant landscaping*

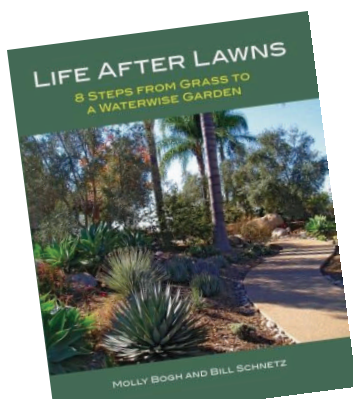
**When:** February 28th from 9:30am - 2:30 pm

**Where:** YVWD Treatment Facility  
35477 Oak Glen Road  
Yucaipa, CA 92399

**Cost:** \$30/person : includes 1 lunch and 1 copy of Life After Lawns  
\$40/couple: includes 2 lunches and 1 copy of Life After Lawns

**RSVP:** RSVP and advance ticket purchase is required by **Feb. 25<sup>th</sup>** online at  
<http://lifeafterlawns.eventbrite.com>

*If no access to internet or questions, contact Katie Heer at 909-799-7407 x 102*



Workshop will feature Molly Bosh, coauthor of the new book Life After Lawns!

This workshop will show attendees how to turn boring and thirsty turf lawns into dazzling, water-saving gardens, step by step. Molly will guide readers through the process of replacing grass with unique, waterwise and drought tolerant gardens that match their lifestyle and climate zone.

## Topics include:

- ◇ designing a garden that feels like home
- ◇ finding expert landscape help
- ◇ handling plans, permits, and contractors
- ◇ killing the lawn and preparing the soil
- ◇ saving money and water on irrigation
- ◇ selecting the best plants for each part of the yard
- ◇ planting and tending the garden



# Discussion Items



Yucaipa Valley Water District



## Director Memorandum 15-015

**Date:** February 18, 2015

**Prepared By:** Vicky Elisalda, Controller  
Peggy Little, Administrative Supervisor

**Subject:** Unaudited Financial Report for the Period Ending on January 31, 2015

**Recommendation:** That the Board receives and files the unaudited financial report as presented.

The following unaudited financial report has been prepared by the Administrative Department for your review. The report has been divided into six sections to clearly disseminate information pertaining to the financial status of the District. Please remember that the following financial information has not been audited.

### **Cash Fund Balance Report**

[Detailed information can be found on page 5 to 6 of 28]

The Cash Fund Balance Report provides a summary of how the total amount of funds maintained by financial institutions is distributed throughout the enterprise and non-enterprise funds of the District. A summary of the report is as follows:

<b>Fund Source</b>	<b>Operating Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
Water Division	\$9,422,535.57	(\$991,181.44)	\$8,431,354.13
Sewer Division	\$12,175,601.41	(\$6,778,643.61)	\$5,396,957.80
Recycled Water Division	<u>\$3,066,144.79</u>	<u>\$507,020.32</u>	<u>\$3,573,165.11</u>
<b>Total</b>	<b>\$24,664,281.77</b>	<b>(\$7,262,804.73)</b>	<b>\$17,401,477.04</b>

Most of the funds reflected in the Cash Fund Balance Report are designated for specific purposes and are therefore restricted, either by law or by District policy.

### **Check Register**

[Detailed information can be found on pages 7 to 10 of 28]

The check register lists each check processed during the month of January 2015. The District processed 197 checks during the month of January for a total sum of \$1,097,132.81. All checks are reviewed by District staff for accuracy and completeness, and usually signed by the General Manager and one Director, but may be signed by two Directors.

The Controller will make any check, invoice or supporting documentation available for review to any board member upon request.

### **Financial Account Information**

[Detailed information can be found on pages 11 to 14 of 28]

The District currently deposits all revenue received into the Deposit Checking account. The General Checking account is used as a sole processing account for all District checks and electronic payroll. The Investment Checking account is used for the purchase and redemption of US treasury notes and bills and for the transfer of LAIF funds. The US treasury notes and bills are booked at cost.

The LAIF investment account is a pooled money account administered by the State of California. Additional information on the LAIF account is provided below in the investment summary report.

### **Investment Summary**

[Detailed information can be found on pages 15 to 16 of 28]

The investment summary report illustrates the District's investments in US treasury notes and bills in addition to the investments held by the Local Agency Investment Fund or LAIF. The yields for the treasury notes and bills are provided for each individual transaction. The historical annual yield for funds invested with LAIF is also provided.

Separate pooled money investment reports prepared by the State of California are maintained by the District and available for review.

### **Monthly Revenue Allocation**

[Detailed information can be found on pages 17 to 18 of 28]

During the month of January 2015 the District received a sum total of \$2,325,538.38 in revenues from the following categories:

- A total of \$1,500,722.12 was received from 13,753 customers for utility bill payments. This is the total amount of utility bill payments received from water, sewer and recycled services.
- A total of \$1,621.50 was received for construction meter deposits, customer deposits and internet fee payments.
- A total of \$610,012.63 was received from miscellaneous water related activities (other than utility bill charges).
- A total of \$213,182.13 was received from miscellaneous sewer related activities (other than utility bill charges).
- A total of \$0.00 was received from miscellaneous recycled related activities (other than utility bill charges).

### **Fiscal Year 2015 Budget Status**

[Detailed information can be found on pages 19 to 28 of 28]

The revenue and expense budget status for the 2015 Fiscal Year is provided for your review.

**Summary of Revenue Budget  
As of January 31, 2015 (54% of Budget Cycle)**

<u>Division</u>	<u>Budget Amount</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Percentage</u>
Water	13,072,750	811,823	6,961,764	53.25%
Sewer	11,689,000	942,833	6,143,246	52.56%
Recycled Water	433,500	12,716	272,965	62.97%
<b>District Revenue</b>	<b>25,195,250</b>	<b>1,767,372</b>	<b>13,377,975</b>	<b>53.10%</b>

**Summary of Water Budget  
As of January 31, 2015 (54% of Budget Cycle)**

<u>Department</u>	<u>Budget Amount</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Percentage</u>
Water Resources	4,883,119	119,098	2,786,674	57.07%
Public works	2,347,764	185,040	1,268,653	54.04%
Administration	2,910,442	183,442	1,498,241	51.48%
Long Term Debt	2,931,425	0	1,993,563	68.01%
Asset Acquisition	0	0	16,895	0.00%
<b>TOTAL</b>	<b>13,072,750</b>	<b>487,580</b>	<b>7,564,026</b>	<b>57.86%</b>

**Summary of Sewer Budget  
As of January 31, 2015 (54% of Budget Cycle)**

<u>Department</u>	<u>Budget Amount</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Percentage</u>
Treatment	3,702,084	167,663	1,873,861	50.62%
Administration	3,198,649	219,682	1,684,643	52.67%
Environmental Control	957,833	61,862	448,453	46.82%
Long Term Debt	3,830,434	0	3,572,942	93.28%
Asset Acquisition-Palmer	0	0	10,260	0.00%
<b>TOTAL</b>	<b>11,689,000</b>	<b>449,207</b>	<b>7,590,159</b>	<b>64.93%</b>

**Summary of Recycled Water Budget  
As of January 31, 2015 (54% of Budget Cycle)**

<u>Department</u>	<u>Budget Amount</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Percentage</u>
Administration	433,500	16,504	225,439	52.00%
<b>TOTAL</b>	<b>433,500</b>	<b>16,504</b>	<b>225,439</b>	<b>52.00%</b>
<b>District Expenses</b>	<b>25,195,250</b>	<b>953,291</b>	<b>15,379,624</b>	<b>61.04%</b>

### **Investment Policy Disclosure**

The District is currently compliant with the portfolio of its Investment Policy and State Law.

The District is using Sandy Gage with Merrill Lynch Wealth Management (Bank of America Corporation) for Treasury investments. The District expects to meet its expenditure requirements for the next six months.

### **Questions or Comments**

If you have any questions about a particular budget account, please do not hesitate to contact the Controller directly. If you need additional information, the members of the Administrative Department would be happy to provide you with any detailed information you may desire.

### Cash Fund Balance Report - January 2015

Water Division	GL#	Balance
*Project Fund - Encumbered	02-10215	\$ -
*ID 1 Construction Funds	02-10216	\$ 293,145.85
*ID 2 Construction Funds	02-10217	\$ 80,409.31
*FCC - Debt Service YVRWFF Phase I	02-10401	\$ (886,806.67)
*FCC - Future YVRWFF Phase II & III	02-10403	\$ 216,687.81
*FCC - Recycled System	02-10410	\$ (1,178,228.21)
*FCC - Booster Pumping Plants	02-10411	\$ 352,462.40
*FCC - Pipeline Facilities	02-10412	\$ (1,142,599.00)
*FCC - Water Storage Reservoirs	02-10413	\$ 1,273,747.07
Depreciation Reserves	02-10310	\$ 3,874,413.83
Infrastructure Reserves	02-10311	\$ 1,489,605.00
Sustainability Fund	02-10313	\$ 428,964.36
Rate Stabilization Fund	02-10314	\$ 500,209.14
Imported Water Fund - MUNI	02-10315	\$ 49,060.83
Imported Water Fund - SGPWA	02-10316	\$ 768,093.86
Operating Funds:		\$ 2,312,188.55
<b>Total Water Division</b>		<b>\$ 8,431,354.13</b>

Sewer Division	GL#	Balance
*Project Fund - Encumbered	03-10215	\$ 109,500.00
*SRF Reserve Fund - Brineline	03-10218	\$ 637,449.00
*SRF Reserve Fund - WISE	03-10219	\$ 184,928.00
*SRF Reserve Fund - R 10.3	03-10220	\$ 51,531.00
*SRF Reserve Fund - Crow St	03-10221	\$ -
*FCC - Debt Service WWTP Expansion & Upgrade	03-10405	\$ 574,608.36
*FCC - Future WWTP Expansion	03-10407	\$ 639,139.43
*FCC - Sewer Interceptors	03-10415	\$ (1,186,277.42)
*FCC - Lift Stations	03-10416	\$ 157,493.48
*FCC - Effluent Disposal Facilities	03-10417	\$ (1,852,750.45)
*FCC - Salt Mitigation Facilities	03-10418	\$ (6,094,265.01)
Depreciation Reserves	03-10310	\$ 5,501,745.31
Infrastructure Reserves	03-10311	\$ 2,852,950.00
Rate Stabilization Fund	03-10314	\$ 1,464,394.90
Operating Funds:		\$ 2,356,511.20
<b>Total Wastewater Division</b>		<b>\$ 5,396,957.80</b>

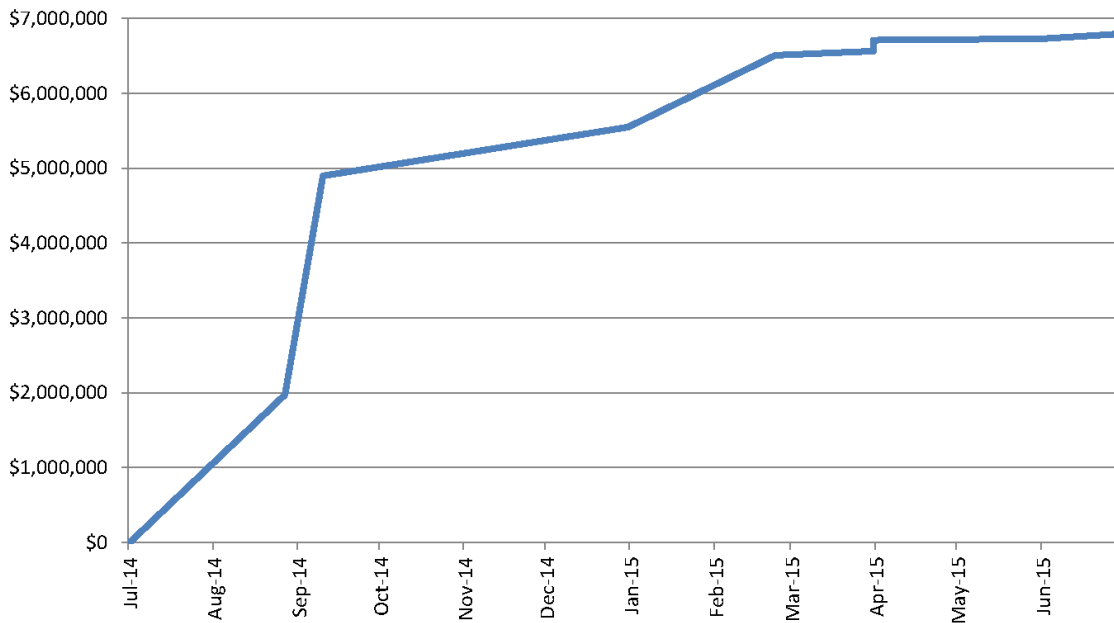
Recycled Water Division	GL#	Balance
*Project Fund - Encumbered	04-10215	\$ 200,000.00
*FCC - Recycled System	04-10410	\$ 30,553.20
*FCC - Booster Pumping Plants	04-10411	\$ 32,541.94
*FCC - Pipeline Facilities	04-10412	\$ 163,606.51
*FCC - Water Storage Reservoirs	04-10413	\$ 80,318.67
Depreciation Reserves	04-10310	\$ 504,598.00
Infrastructure Reserves	04-10311	\$ 217,495.00
Operating Funds:		\$ 2,344,051.79
<b>Total Recycled Water Division</b>		<b>\$ 3,573,165.11</b>

**DISTRICT TOTAL \$ 17,401,477.04**

### Cash Fund Balance Report - January 2015

Pending Financial Obligations for Fiscal Year 2014/15				
Due Date	Fund	Description	Term of Obligation	Amount
08/27/2014	Water	2004A Bond Payment - YVRWFF	2005-2034	\$ 1,973,462.50
09/10/2014	Sewer	SRF Payment - WRWRF	2009-2028	\$ 2,923,688.75
12/31/2014	Sewer	SRF Payment - Yucaipa Regional Brineline	2013-2032	\$ 652,249.39
02/23/2015	Water	2004A Bond Payment - YVRWFF	2005-2034	\$ 958,562.50
03/31/2015	Sewer	SRF Payment - Recycled Reservoir R-10.3	2014-2033	\$ 54,243.02
03/31/2015	Sewer	SRF Payment - Desalinization at WRWRF	2014-2033	\$ 148,282.00
06/01/2015	Sewer	SBVMWD - Inland Empire Brineline Payment	2013-2016	\$ 20,000.00
06/30/2015	Sewer	SRF Payment - Crow Street/Recycled Booster B-12.1	Estimated	\$ 65,000.00
<b>Total</b>				<b>\$ 6,795,488.16</b>

**Payment Schedule and Cash Flow Requirements  
for Fiscal Year 2014-2015**





## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/05/2015	22349	Boot Barn #4	717.57
01/05/2015	22350	Rodd Greene	404.00
01/05/2015	22351	Standard Insurance Company	2,633.28
01/05/2015	22352	Western Dental Services, Inc.	288.11
01/05/2015	22353	Robert Hines	404.00
01/05/2015	22354	Anthem Blue Cross L and H	354.70
01/05/2015	22355	Standard Insurance Company	2,974.49
01/05/2015	22356	Aetna Health of California	42,376.00
01/05/2015	22357	Standard Insurance Vision Plan	578.16
01/05/2015	22358	MetLife Small Business Center	413.08
01/05/2015	22359	Jennifer Ares	109.85
01/05/2015	22360	American Water Works Assoc.	249.00
01/05/2015	22361	California Water Environment A	468.00
01/05/2015	22362	Ralph C. Casas	43.50
01/05/2015	22363	Ameripride Uniform Services	437.24
01/05/2015	22364	Redlands Employment Services	482.98
01/05/2015	22365	Crider Public Relations, Inc.	935.00
01/05/2015	22366	Konica Minolta Business Soluti	1,049.01
01/05/2015	22367	Krieger & Stewart	92,676.50
01/05/2015	22368	Radioshack Corp.	3.77
01/05/2015	22369	South Coast A.Q.M.D.	451.57
01/05/2015	22370	The Gas Company	614.91
01/05/2015	22371	George F. Siddle	75.50
01/05/2015	22372	Crown Ace Hardware - Yucaipa	815.59
01/05/2015	22373	J.L. Wingert Co.	2,689.08
01/05/2015	22374	JR Freeman Co. Inc.	1,258.66
01/09/2015	22375	PAYROLL CHECK	1,936.00
01/09/2015	22376	PAYROLL CHECK	283.69
01/09/2015	22377	PAYROLL CHECK	1,289.97
01/09/2015	22378	CA-PERS Supplemental Income 45	19,029.08
01/09/2015	22379	WageWorks, Inc.	1,378.07
01/09/2015	22380	Public Employees' Retirement S	32,539.43
01/09/2015	22381	Hong Nelson	125.00
01/09/2015	22382	IBEW Local 1436	270.00
01/09/2015	22383	Franchise Tax Board	100.00
01/09/2015	22384	PAYROLL CHECK	3,432.22
01/12/2015	22385	State Water Resources Control	140.00
01/12/2015	22386	Addiction Medicine Consultants	99.00
01/12/2015	22387	ADS, LLC	2,634.00
01/12/2015	22388	Ameripride Uniform Services	430.30
01/12/2015	22389	Redlands Employment Services	753.92
01/12/2015	22390	Bay Alarm Company	95.00
01/12/2015	22391	CA-Board of Equalization	1,918.00
01/12/2015	22392	Central Communications	253.95
01/12/2015	22393	Corelogic, Inc.	330.00
01/12/2015	22394	Coverall North America, Inc.	1,021.00
01/12/2015	22395	First American Data Tree, LLC	50.00
01/12/2015	22396	Joe DeSalliers	292.15
01/12/2015	22397	InfoSend, Inc.	8,541.42
01/12/2015	22398	Inland Empire Resource Conserv	262.73
01/12/2015	22399	Jean's Flower Basket	144.13
01/12/2015	22400	Matthew Bender & Co., Inc.	198.83
01/12/2015	22401	NetComp Technologies, Inc.	2,340.00
01/12/2015	22402	Pro-Pipe & Supply, Inc.	83.66
01/12/2015	22403	SCCI, Inc.	350.00

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/12/2015	22404	San Bernardino County Flood Co	1,900.00
01/12/2015	22405	SB CNTY-Fire Hazard Abatement	474.05
01/12/2015	22406	San Bdn. Valley Muni. Water D	473,259.60
01/12/2015	22407	Sims Welding & Supply Co., Inc	204.23
01/12/2015	22408	Southern California Water Comm	280.00
01/12/2015	22409	Association of San Bernardino	30.00
01/12/2015	22410	The Counseling Team Internatio	540.00
01/12/2015	22411	Underground Service Alert Of S	198.00
01/12/2015	22412	Yucaipa Disposal, Inc.	1,366.84
01/12/2015	22413	William Abbott	1,600.00
01/12/2015	22414	Auto Care Clinic	280.80
01/12/2015	22415	Edward S Babcock & Sons, Inc.	1,608.00
01/12/2015	22416	Brenntag Pacific, Inc	3,884.16
01/12/2015	22417	Cal's Auto Repair & Towing	100.00
01/12/2015	22418	Cal-Mesa Steel Supply, Inc.	30.24
01/12/2015	22419	Calolympic Glove & Safety Co.,	7.89
01/12/2015	22420	Center Electric	1,366.20
01/12/2015	22421	DC Frost Associates, Inc.	9,347.99
01/12/2015	22422	Dinosaur Tire Inc.	196.19
01/12/2015	22423	David Sunden	339.57
01/12/2015	22424	Evoqua Water Technologies LLC	175.48
01/12/2015	22425	Forestry Suppliers Inc.	651.50
01/12/2015	22426	GEI Consultants, Inc.	2,608.00
01/12/2015	22427	Grainger	2,748.91
01/12/2015	22428	Alan L. Grubel Automotive Inc.	613.25
01/12/2015	22429	Ham Radio Outlet, Inc.	170.94
01/12/2015	22430	Hasa, Inc.	3,847.12
01/12/2015	22431	Inland Water Works Supply Co.	466.56
01/12/2015	22432	Johnson Machinery Co.	607.61
01/12/2015	22433	JR Freeman Co. Inc.	215.77
01/12/2015	22434	Nuckles Oil Company, Inc.	1,776.70
01/12/2015	22435	Microflex Corp #774353	1,333.59
01/12/2015	22436	Most Dependable Fountains, Inc	159.80
01/12/2015	22437	Nagem, Inc.	450.00
01/12/2015	22438	Polydyne Inc.	5,713.20
01/12/2015	22439	Praxair Inc.	22.96
01/12/2015	22440	Q Versa, LLC	4,879.28
01/12/2015	22441	Redlands-Yucaipa Rentals Inc.	90.00
01/12/2015	22442	SB CNTY-Fire Protection Distri	359.52
01/12/2015	22443	Schaner's WasteWater Prod., In	2,466.46
01/12/2015	22444	Sterling Water Technologies LL	17,681.16
01/12/2015	22445	Steven Enterprises, Inc	119.88
01/12/2015	22446	Teledyne Isco, Inc.	881.19
01/12/2015	22447	HD Supply Facilities Maintenanc	261.87
01/12/2015	22448	Cypress Insurance Company	15,377.92
01/20/2015	22449	Aklufi & Wysocki	2,632.50
01/20/2015	22450	Applied Diving Services, Inc.	45,705.00
01/20/2015	22451	Delta Partners, LLC	7,500.00
01/20/2015	22452	Geoscience Support Services, I	682.50
01/20/2015	22453	Krieger & Stewart	2,728.75
01/20/2015	22454	One Stop Landscape Supply Inc	22,825.50
01/20/2015	22455	Platinum Advisors, LLC	5,125.00
01/20/2015	22456	RMC Water and Environment	1,605.00
01/20/2015	22457	Ameripride Uniform Services	507.58
01/20/2015	22458	Best Home Center	29.15

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/20/2015	22459	Tokay Software	270.00
01/20/2015	22460	Verizon	163.04
01/20/2015	22461	Watereuse Association	1,236.04
01/20/2015	22462	Aqua-Metric Sales Company	36,140.80
01/20/2015	22463	BofA Credit Card	384.31
01/20/2015	22464	Brenntag Pacific, Inc	11,103.63
01/20/2015	22465	Calolympic Glove & Safety Co.,	587.23
01/20/2015	22466	Castlerock Environmental, Inc.	675.00
01/20/2015	22467	Cemex Inc. USA	596.64
01/20/2015	22468	Victor James Valenti	3,277.00
01/20/2015	22469	Evoqua Water Technologies LLC	2,154.93
01/20/2015	22470	G&G Environmental Compliance, I	2,426.28
01/20/2015	22471	Grainger	2,270.23
01/20/2015	22472	Alan L. Grubel Automotive Inc.	235.26
01/20/2015	22473	House Of Quality, Parts Plus	2,136.22
01/20/2015	22474	Infra-Tect LLC	1,542.24
01/20/2015	22475	Inland Water Works Supply Co.	3,464.00
01/20/2015	22476	Innerline Engineering	7,250.00
01/20/2015	22477	J.L. Wingert Co.	1,389.57
01/20/2015	22478	JB Paving & Engineering, Inc.	6,572.00
01/20/2015	22479	JR Freeman Co. Inc.	151.71
01/20/2015	22480	Lloyd Copelan Inc.	90.00
01/20/2015	22481	Matich Corp	1,836.39
01/20/2015	22482	P & R Paper Supply Co., Inc.	1,225.81
01/20/2015	22483	Pro-Pipe & Supply, Inc.	12.99
01/20/2015	22484	R & R Anderson Trucking	667.58
01/20/2015	22485	Red Alert Special Couriers	344.26
01/20/2015	22486	Roquet Paving Inc	6,538.99
01/20/2015	22487	Sunshine Growers Nursery	49.90
01/20/2015	22488	UPS Store#1504/ Mail Boxes Etc	281.86
01/20/2015	22489	Wilbur's	50.00
01/20/2015	22490	Wilson Bohannan Company	718.77
01/20/2015	22491	CWEA-TCP (OAKPORT ST.)	406.00
01/20/2015	22492	Timothy M. Mackamul	50.00
01/20/2015	22493	Joseph J. Woodford	400.00
01/23/2015	22494	WILLIAMS, PILBEN	51.14
01/23/2015	22495	STEWART, ANETA	17.72
01/23/2015	22496	PAYROLL CHECK	1,935.99
01/23/2015	22497	CA-PERS Supplemental Income 45	18,163.49
01/23/2015	22498	WageWorks, Inc.	1,328.07
01/23/2015	22499	Public Employees' Retirement S	32,145.97
01/23/2015	22500	Hong Nelson	125.00
01/23/2015	22501	Franchise Tax Board	100.00
01/23/2015	22502	State Water Resources Control	745.00
01/23/2015	22503	PAYROLL CHECK	554.37
01/26/2015	22504	Ralph C. Casas	50.75
01/26/2015	22505	Ameripride Uniform Services	531.77
01/26/2015	22506	Redlands Employment Services	1,564.86
01/26/2015	22507	AT&T Mobility	1,079.59
01/26/2015	22508	Bay Alarm Company	586.34
01/26/2015	22509	Fedex	23.41
01/26/2015	22510	InfoSend, Inc.	3,401.20
01/26/2015	22511	J.L. Wingert Co.	7.40
01/26/2015	22512	MailFinance Inc.	338.34
01/26/2015	22513	NetComp Technologies, Inc.	277.84

## Check Register - January 2015

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
01/26/2015	22514	Pro-Pipe & Supply, Inc.	132.66
01/26/2015	22515	San Bdno. Valley Muni. Water D	4,615.80
01/26/2015	22516	SCE Rosemead	3,490.84
01/26/2015	22517	Signs Now #108	1,237.03
01/26/2015	22518	Thomson West	2,233.44
01/26/2015	22519	US Healthworks Medical Group,	60.00
01/26/2015	22520	Burgeson's Heating & Air Cond.	550.00
01/26/2015	22521	Grainger	859.49
01/26/2015	22522	Hach Company	1,767.84
01/26/2015	22523	Inland Water Works Supply Co.	155.52
01/26/2015	22524	JR Freeman Co. Inc.	247.66
01/26/2015	22525	MBC Applied Environmental Scie	1,300.00
01/26/2015	22526	Nuckles Oil Company, Inc.	1,591.30
01/26/2015	22527	Nagem, Inc.	525.00
01/26/2015	22528	PowerPlan	674.18
01/26/2015	22529	SB & Riv Counties Fire Equipme	1,540.24
01/26/2015	22530	Smart & Final Stores, LLC	154.57
01/26/2015	22531	Sonsray Machinery LLC	341.68
01/26/2015	22532	Steven Enterprises, Inc	1,635.12
01/26/2015	22533	ZEP Manufacturing Company	248.94
01/26/2015	22534	Atkinson, Andelson, Loya, Ruud	2,705.32
01/26/2015	22535	California Water Environment A	156.00
01/26/2015	22536	Lina Robert	44.95
01/26/2015	22537	Water Environment Federation	272.00
01/26/2015	22538	American Family Life Assurance	3,393.67
01/26/2015	22539	AWWA CA-NV (Rancho Cucamonga)	285.00
01/26/2015	22540	Boot Barn #4	338.54
01/26/2015	22541	J&M Trophies	21.60
01/26/2015	22542	YVWD-Petty Cash	203.94
01/26/2015	22543	Gregory N. Godwin	200.00
01/26/2015	22544	Workboot Warehouse	128.82
01/26/2015	22545	State Compensation Insurance F	22,436.22
<b>January 2015 Check Register Total</b>			<b>1,097,132.81</b>

### Financial Account Information - January 2015

DATE	DESCRIPTION	Deposit Checking	General Checking	Investment Checking	Treasuries at cost	LAIF Invest. Fund	TOTAL ACTIVITY
12/31/2014	bal forward	1,372,621.72	30,000.00	17,693.93	501,464.20	14,598,833.33	16,520,613.18
12/31	rev retained in MM				(691.50)		(691.50)
01/02/2015	Deposit	59,589.52					59,589.52
	Credit Card-12/31	1,907.18					1,907.18
	Credit Card-1/2	3,454.09					3,454.09
	Electronic	14,799.77					14,799.77
	Website-1/2	3,609.50					3,609.50
	Website-1/3	133.23					133.23
	Website-1/3	3,073.18					3,073.18
	Website-1/4	211.50					211.50
	Website-1/4	1,353.94					1,353.94
	Website-1/5	137.36					137.36
	Website-1/5	543.65					543.65
01/05/2015	Deposit	46,048.21					46,048.21
	Deposit-SB Taxes	39,232.04					39,232.04
	Credit Card-1/2	878.80					878.80
	Credit Card-1/5	4,542.24					4,542.24
	Electronic	28,386.24					28,386.24
	Website-1/5	3,084.80					3,084.80
	Website-1/6	218.62					218.62
	Website-1/6	544.92					544.92
	ETS Fees	(1,399.87)					(1,399.87)
	ETS Fees	(1,162.99)					(1,162.99)
	ACH pmts	42,511.60					42,511.60
01/06/2015	Deposit	55,471.08					55,471.08
	Credit Card-1/5	745.34					745.34
	Credit Card-1/6	1,554.55					1,554.55
	Electronic	23,759.48					23,759.48
	Website-1/6	2,346.49					2,346.49
	Website-1/7	213.73					213.73
01/07/2015	Deposit	40,854.94					40,854.94
	Deposit - Chapman Hgts	155,953.00					155,953.00
	Credit Card-1/6	788.77					788.77
	Credit Card-1/7	6,242.34					6,242.34
	Electronic	14,352.25					14,352.25
	Website-1/7	4,298.57					4,298.57
	Website-1/8	744.52					744.52
01/09/15-PR	Federal Taxes		(51,665.57)				(51,665.57)
01/09/15-PR	State Taxes		(8,805.94)				(8,805.94)
01/09/15-PR	PR Direct Deposit		(114,120.48)				(114,120.48)
01/09/15-PR	VOYA 457		(8,794.38)				(8,794.38)
	Cks. #22349-22383		(210,454.79)				(210,454.79)
	<b>TRF#1320- AP &amp; PR</b>	<b>(393,841.16)</b>	<b>393,841.16</b>				<b>0.00</b>
01/08/2015	Deposit	22,448.48					22,448.48
	Deposit - 12550 10th St.	6,422.13					6,422.13
	Credit Card-1/7	484.93					484.93
	Credit Card-1/8	578.73					578.73
	Electronic	8,797.65					8,797.65
	Website-1/8	2,748.78					2,748.78
	Website-1/9	491.13					491.13
01/09/2015	Deposit	35,840.71					35,840.71
	Deposit - MC	1,453.75					1,453.75
	Credit Card-1/8	1,272.09					1,272.09
	Credit Card-1/9	1,462.48					1,462.48
	Electronic	12,598.72					12,598.72

### Financial Account Information - January 2015

DATE	DESCRIPTION	Deposit Checking	General Checking	Investment Checking	Treasuries at cost	LAIF Invest. Fund	TOTAL ACTIVITY
12/31/2014	bal forward	1,372,621.72	30,000.00	17,693.93	501,464.20	14,598,833.33	16,520,613.18
1/9	Website-1/9	2,354.31					2,354.31
	Website-1/10	306.96					306.96
	Website-1/10	1,928.62					1,928.62
	Website-1/11	1,315.11					1,315.11
	Website-1/12	72.70					72.70
	Website-1/12	530.08					530.08
01/12/2015	Deposit	82,112.52					82,112.52
	Deposit correction	(79.20)					(79.20)
	Deposit correction	7.20					7.20
	Credit Card-1/9	3,643.61					3,643.61
	Credit Card-1/12	2,626.23					2,626.23
	Electronic	16,936.56					16,936.56
	Website-1/12	2,929.92					2,929.92
	Website-1/13	42.43					42.43
	Website-1/13	3,047.52					3,047.52
	ACH pmts	51,579.29					51,579.29
01/13/2015	Deposit	15,354.23					15,354.23
	Credit Card-1/12	761.48					761.48
	Credit Card-1/13	1,788.06					1,788.06
	Electronic	20,537.47					20,537.47
	Website-1/13	1,752.73					1,752.73
	Website-1/14	288.97					288.97
	Website-1/14	167.68					167.68
	Cks. #22385-22448		(580,630.52)				(580,630.52)
	TRF#1321- AP & PR	(580,630.52)	580,630.52				0.00
01/14/2015	Deposit	49,256.31					49,256.31
	Credit Card-1/12	79.91					79.91
	Credit Card-1/13	875.73					875.73
	Credit Card-1/14	7,773.36					7,773.36
	Electronic	9,695.71					9,695.71
	Website-1/14	862.41					862.41
	Website-1/14	1.75					1.75
	Website-1/15	571.07					571.07
01/15/2015	Deposit	21,013.88					21,013.88
	Deposit - RC Tax	739.36					739.36
	Deposit - RC Tax	22,694.70					22,694.70
	Deposit - SB Tax	102,352.19					102,352.19
	Deposit - William Lyon Homes	413,632.80					413,632.80
	Credit Card-1/14	1,137.54					1,137.54
	Credit Card-1/15	3,075.07					3,075.07
	Electronic	9,861.94					9,861.94
	Website-1/15	1,551.39					1,551.39
	Website-1/16	1,447.68					1,447.68
	ACH pmts	44,270.38					44,270.38
1/15	LAIF Quarterly interest					8,308.82	8,308.82
1/15	Qtrly Analysis Fee			(6,134.26)			(6,134.26)
01/16/2015	Deposit	24,067.90					24,067.90
	Credit Card-1/15	702.31					702.31
	Credit Card-1/16	1,566.63					1,566.63
	Electronic	15,034.31					15,034.31
	Website-1/16	3,637.38					3,637.38
	Website-1/17	1,410.49					1,410.49
	Website-1/18	1,122.33					1,122.33
	Website-1/19	2,406.67					2,406.67
	Website-1/20	379.48					379.48

### Financial Account Information - January 2015

DATE	DESCRIPTION	Deposit Checking	General Checking	Investment Checking	Treasuries at cost	LAIF Invest. Fund	TOTAL ACTIVITY
12/31/2014	bal forward	1,372,621.72	30,000.00	17,693.93	501,464.20	14,598,833.33	16,520,613.18
01/20/2015	Deposit	78,838.85					78,838.85
	Credit Card-1/16	986.83					986.83
	Credit Card-1/20	4,853.49					4,853.49
	Electronic	12,677.33					12,677.33
	Website-1/20	2,208.21					2,208.21
	Website-1/21	108.03					108.03
	ACH pmts	26,447.04					26,447.04
01/21/2015	Deposit	13,623.15					13,623.15
	Credit Card-1/20	926.30					926.30
	Credit Card-1/21	7,368.91					7,368.91
	Electronic	20,603.98					20,603.98
	Website-1/21	3,612.35					3,612.35
	Website-1/22	349.07					349.07
01/22/2015	Deposit	32,250.07					32,250.07
	Credit Card-1/21	2,318.93					2,318.93
	Credit Card-1/22	2,071.77					2,071.77
	Electronic	12,356.62					12,356.62
	Website-1/22	2,505.80					2,505.80
	Website-1/23	124.45					124.45
01/23/15-PR	Federal Taxes		(45,921.18)				(45,921.18)
01/23/15-PR	State Taxes		(7,628.37)				(7,628.37)
01/23/15-PR	PR Direct Deposit		(102,770.32)				(102,770.32)
01/23/15-PR	VOYA 457		(7,332.94)				(7,332.94)
	Ck.#22384 - 01/19/15		(3,432.22)				(3,432.22)
	Cks. #22449-22503		(241,206.41)				(241,206.41)
	<b>TRF#1322- AP &amp; PR</b>	<b>(408,291.44)</b>	<b>408,291.44</b>				<b>0.00</b>
01/23/2015	Deposit	34,739.28					34,739.28
	Deposit - MC	13,547.17					13,547.17
	Credit Card-1/22	479.29					479.29
	Credit Card-1/23	2,273.75					2,273.75
	Electronic	16,156.15					16,156.15
	Website-1/23	1,852.36					1,852.36
	Website-1/24	2,454.80					2,454.80
	Website-1/25	1,440.62					1,440.62
	Website-1/26	176.61					176.61
	Website-1/26	310.42					310.42
01/26/2015	Deposit	76,253.69					76,253.69
	Deposit - RC Tax	43,717.92					43,717.92
	Deposit - SB Tax	9,835.71					9,835.71
	Deposit - RC Tax	1,252.51					1,252.51
	Credit Card-1/23	171.38					171.38
	Credit Card-1/26	3,890.28					3,890.28
	Electronic	16,549.15					16,549.15
	Website-1/26	2,292.99					2,292.99
	Website-1/27	200.99					200.99
	Website-1/27	293.35					293.35
	ACH pmts	57,216.16					57,216.16
01/27/2015	Deposit	26,951.08					26,951.08
	Credit Card-1/26	1,738.78					1,738.78
	Credit Card-1/27	1,394.17					1,394.17
	Electronic	14,831.01					14,831.01
	Website - 1/27	1,993.13					1,993.13
	Website - 1/28	175.00					175.00
	Website - 1/28	220.23					220.23
	Cks. #22504-22545		(61,408.87)				(61,408.87)
	<b>TRF#1323 - AP</b>	<b>(61,408.87)</b>	<b>61,408.87</b>				<b>0.00</b>

### Financial Account Information - January 2015

DATE	DESCRIPTION	Deposit Checking	General Checking	Investment Checking	Treasuries at cost	LAIF Invest. Fund	TOTAL ACTIVITY
12/31/2014	bal forward	1,372,621.72	30,000.00	17,693.93	501,464.20	14,598,833.33	16,520,613.18
01/28/2015	Deposit	32,749.74					32,749.74
	Deposit - SB Tax	19,197.22					19,197.22
	Credit Card-1/27	760.77					760.77
	Credit Card-1/28	3,494.73					3,494.73
	Electronic	6,977.30					6,977.30
	Website-1/28	1,088.79					1,088.79
	Website-1/29	59.83					59.83
	Website-1/29	340.13					340.13
01/29/2015	Deposit	40,183.67					40,183.67
	Credit Card-1/28	1,861.91					1,861.91
	Credit Card-1/29	1,565.02					1,565.02
	Electronic	5,454.62					5,454.62
	Website-1/29	2,867.50					2,867.50
	Website-1/30	1,114.18					1,114.18
01/30/2015	Deposit	22,502.21					22,502.21
	Deposit - RC Tax	3,130.59					3,130.59
	Credit Card-1/29	774.71					774.71
	Credit Card-1/30	2,269.87					2,269.87
	Electronic	11,605.28					11,605.28
	Website-1/30	2,496.71					2,496.71
	Website-1/31	2,963.71					2,963.71
	Website-2/1	1,957.60					1,957.60
	Website-2/2	1,483.98					1,483.98
	VOID ck# 21901, 10/27		10.76				10.76
	Jan' 15 NSF's	(5,411.04)					(5,411.04)
1/31	retained in MM				566.51		566.51
	<b>TOTALS</b>	<b>2,251,425.25</b>	<b>30,010.76</b>	<b>11,559.67</b>	<b>501,339.21</b>	<b>14,607,142.15</b>	<b>17,401,477.04</b>



## Investment Summary - January 2015

### U.S. TREASURIES

Quantity	Description	Cusip	Maturity Date	Yield	Cost of Purchase	Market Value
501,000	US Treasury Bill	912796EC9	May 28, 2015	0.045%	500,772.70	500,969.94
<b>501,000</b>	<b>Total Values</b>				<b>500,772.70</b>	<b>500,969.94</b>

<b>Money Market Account Activity-Beginning Balance</b>	<b>691.50</b>
1/30/15 - Dividend/Interest	0.01
Annual Activity charge - #43010-W/S/R	(125.00)
<b>Income</b>	<b>(124.99)</b>
Intra-Bank Transfers to/from Investment Checking	0.00
<b>Fund Transfers</b>	<b>0.00</b>
Cusip Maturity	0.00
<b>Redemptions</b>	<b>0.00</b>
Cusip Purchase	0.00
<b>Purchases</b>	<b>0.00</b>
 <b>Ending Balance - Money Market</b>	 <b>566.51</b>
 <b>US Treasury Securities Investment Principal</b>	 <b>500,772.70</b>
 <b>Total Assets</b>	 <b>501,339.21</b>

### Investment Summary - January 2015

#### LOCAL AGENCY INVESTMENT FUND

PERIOD	TOTAL WITHDRAWAL AMOUNT	TOTAL DEPOSIT AMOUNT	ACCRUED INTEREST (QUARTERLY)	ENDING BALANCE
July 31, 2014	\$0.00	\$1,000,000.00	\$6,741.26	\$14,290,591.46
August 31, 2014	\$0.00	\$0.00	\$0.00	\$14,290,591.46
September 30, 2014	(\$2,500,000.00)	\$900,000.00	\$0.00	\$12,690,591.46
October 31, 2014	\$0.00	\$0.00	\$8,241.87	\$12,698,833.33
November 30, 2014	\$0.00	\$0.00	\$0.00	\$12,698,833.33
December 31, 2014	\$0.00	\$1,900,000.00	\$0.00	\$14,598,833.33
January 31, 2015	\$0.00	\$0.00	\$8,308.82	\$14,607,142.15
February 28, 2015	\$0.00	\$0.00	\$0.00	\$14,607,142.15
March 31, 2015	\$0.00	\$0.00	\$0.00	\$14,607,142.15
April 30, 2015	\$0.00	\$0.00	\$0.00	\$14,607,142.15
May 31, 2015	\$0.00	\$0.00	\$0.00	\$14,607,142.15
June 30, 2015	\$0.00	\$0.00	\$0.00	\$14,607,142.15

**L.A.I.F. INCOME SUMMARY**

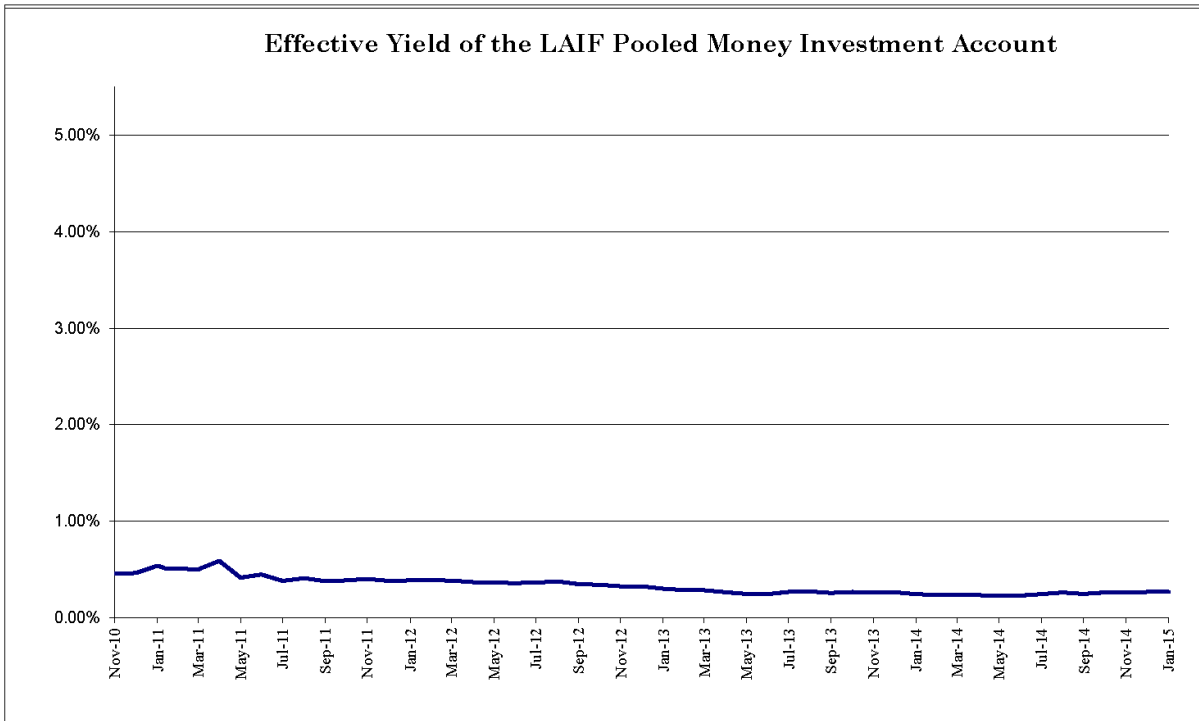
**CURRENT QUARTER**

**FY YEAR-TO-DATE**

INCOME RECEIVED

\$8,308.82

\$23,291.95



### Monthly Revenue Allocation - January 2015

DATE	DESCRIPTION	QTY	DEPOSIT CHECKING	AR Mail & Counter	AR Payment Centers	AR Credit Card	AR Electronic Rapid Pay	AR Web Site	AR ACH Auto Pay	AR TOTAL	AR Water Fees & Deposits	Water Allocation	Sewer Allocation	Recycled Allocation	RECAP TOTAL
01/02/2015	Mail & Counter	335	59,589.52	59,589.52											59,589.52
	Credit Cards	42	5,361.27			5,361.27									5,361.27
	Electronic	182	14,799.77				14,799.77								14,799.77
	Website-94 fees	95	9,062.36					8,897.86			164.50				9,062.36
01/05/2015	Mail & Counter	556	46,048.21	46,048.21											46,048.21
	Deposit - SB Tax		39,232.04							0.00		39,232.04			39,232.04
	Credit Cards	51	5,421.04			5,421.04									5,421.04
	Electronic	369	28,386.24				28,386.24								28,386.24
	Website -43 fees	45	3,848.34					3,773.09			75.25				3,848.34
01/06/2015	ACH payment	457	42,511.60	42,511.60					42,511.60						42,511.60
	Mail & Counter	466	55,471.08	55,471.08											55,471.08
	Credit Cards	26	2,299.89			2,299.89									2,299.89
	Electronic	327	23,759.48				23,759.48								23,759.48
	Website-26 fees	27	2,560.22					2,514.72			45.50				2,560.22
01/07/2015	Mail & Counter	263	40,854.94	40,854.94											40,854.94
	Deposit - MC		155,953.00							0.00		97,146.00	58,807.00		155,953.00
	Credit Cards	50	7,031.11			7,031.11									7,031.11
	Electronic	180	14,352.25				14,352.25								14,352.25
	Website	41	5,043.09					4,971.34			71.75				5,043.09
01/08/2015	Mail & Counter	176	22,448.48	22,448.48				4,971.34							22,448.48
	Deposit-12560 10th		6,422.13							0.00		25.00	6,397.13		6,422.13
	Credit Cards	12	1,063.66			1,063.66									1,063.66
	Electronic	122	8,797.65				8,797.65								8,797.65
	Website	32	3,239.91					3,183.91			56.00				3,239.91
01/09/2015	Mail & Counter	157	35,840.71	35,840.71											35,840.71
	Deposit - MC		1,453.75									1,453.75			1,453.75
	Credit Cards		2,734.57			2,734.57									2,734.57
	Electronic	163	12,598.72				12,598.72								12,598.72
	Website	65	6,507.78					6,394.03							6,507.78
01/12/2015	Mail & Counter	446	82,112.52	82,112.52											82,112.52
	Dep Corr		(72.00)							(72.00)					
	Credit Cards	40	6,269.84			6,269.84									6,269.84
	Electronic	172	16,936.56				16,936.56								16,936.56
	Website - 36 fees	38	6,019.87					5,956.87			63.00				6,019.87
	ACH payment	539	51,579.29	51,579.29					51,579.29						51,579.29
01/13/2015	Mail & Counter	130	15,354.23	15,354.23											15,354.23
	Credit Cards	23	2,549.54			2,549.54									2,549.54
	Electronic	284	20,537.47				20,537.47								20,537.47
	Website	21	2,209.38								36.75				2,209.38
01/14/2014	Mail & Counter	300	49,256.31	49,256.31											49,256.31
	Credit Cards	38	8,729.00			8,729.00									8,729.00
	Electronic	123	9,695.71				9,695.71								9,695.71
	Website	15	1,435.23					1,408.98			26.25				1,435.23
01/15/2014	Mail & Counter	70	21,013.88	21,013.88											21,013.88
	Deposit - RC Tax		739.36							0.00	739.36				739.36
	Deposit - RC Tax		22,694.70							0.00	22,694.70				22,694.70
	Deposit - SB Tax		102,352.19							0.00	102,352.19				102,352.19
	Deposit - WLH		413,632.80							0.00	265,654.80	147,978.00			413,632.80
	Credit Cards	32	4,212.61			4,212.61									4,212.61
	Electronic	136	9,861.94				9,861.94								9,861.94
	Website	29	2,999.07					2,948.32			50.75				2,999.07
	ACH payment	572	44,270.38	44,270.38					44,270.38						44,270.38

Monthly Revenue Allocation - January 2015

DATE	Description	Qty	DEPOSIT CHECKING DEPOSITS	AR Mail & Counter	AR Payment Centers	AR Credit Card	AR Electronic Rapid Pay	AR Web Site	AR ACH Auto Pay	AR TOTAL	AR Water Fees & Deposits	Water Allocation	Sewer Allocation	Recycled Allocation	RECAP TOTAL
01/16/2014	Mail & Counter	287	24,067.90	24,067.90						24,067.90					24,067.90
	Credit Cards	21	2,268.94			2,268.94				2,268.94					2,268.94
	Electronic	206	15,034.31			15,034.31				15,034.31					15,034.31
	Website - 96 fees	99	8,956.35					8,789.35		8,789.35	168.00				8,956.35
01/20/2015	Mail & Counter	571	78,838.85	78,838.85						78,838.85					78,838.85
	Credit Cards	57	5,840.32			5,840.32				5,840.32					5,840.32
	Electronic	180	12,677.33			12,677.33				12,677.33					12,677.33
	Website	26	2,316.24					2,270.74		2,270.74	45.50				2,316.24
	ACH payment	497	26,447.04						26,447.04	26,447.04					26,447.04
01/21/2014	Mail & Counter	154	13,623.15	13,623.15						13,623.15					13,623.15
	Credit Cards	60	8,295.21			8,295.21				8,295.21					8,295.21
	Electronic	283	20,603.98			20,603.98				20,603.98					20,603.98
	Website	37	3,961.42					3,896.67		3,896.67	64.75				3,961.42
01/22/2014	Mail & Counter	328	32,250.07	32,250.07						32,250.07					32,250.07
	Credit Cards	30	4,390.70			4,390.70				4,390.70					4,390.70
	Electronic	152	12,356.62			12,356.62				12,356.62					12,356.62
	Website	25	2,630.25					2,586.50		2,586.50	43.75				2,630.25
01/23/2014	Mail & Counter	223	34,739.28	34,739.28						34,739.28					34,739.28
	Deposit-M/C	-	13,547.17							0.00		13,547.17			13,547.17
	Credit Cards	27	2,753.04			2,753.04				2,753.04					2,753.04
	Electronic	191	16,156.15			16,156.15				16,156.15					16,156.15
	Website	71	6,234.81					6,110.56		6,110.56	124.25				6,234.81
01/26/2015	Mail & Counter	478	76,253.69	76,253.69						76,253.69					76,253.69
	Deposit - RC Tax	-	43,717.92							9,966.33					43,717.92
	Deposit - SB Tax	-	9,835.71							0.00		9,835.71			9,835.71
	Deposit - RC Tax	-	1,252.51							0.00		1,252.51			1,252.51
	Credit Cards	33	4,061.66			4,061.66				4,061.66					4,061.66
	Electronic	216	16,549.15			16,549.15				16,549.15					16,549.15
	Website	35	2,787.33					2,726.08		2,726.08	61.25				2,787.33
	ACH payment	573	57,216.16						57,216.16	57,216.16					57,216.16
01/27/2014	Mail & Counter	148	26,951.08	26,951.08						26,951.08					26,951.08
	Credit Cards	29	3,132.95			3,132.95				3,132.95					3,132.95
	Electronic	223	14,831.01			14,831.01				14,831.01					14,831.01
	Website	27	2,388.36					2,341.11		2,341.11	47.25				2,388.36
01/28/2014	Mail & Counter	313	32,749.74	32,749.74						32,749.74					32,749.74
	Deposit-SBC Tax	-	19,197.22							0.00		19,197.22			19,197.22
	Credit Cards	33	4,255.50			4,255.50				4,255.50					4,255.50
	Electronic	102	6,977.30			6,977.30				6,977.30					6,977.30
	Website	14	1,488.75					1,464.25		1,464.25	24.50				1,488.75
01/29/2014	Mail & Counter	196	40,183.67	40,183.67						40,183.67					40,183.67
	Credit Cards	18	3,426.93			3,426.93				3,426.93					3,426.93
	Electronic	74	5,454.62			5,454.62				5,454.62					5,454.62
	Website - 31 fees	32	3,981.68					3,927.43		3,927.43	54.25				3,981.68
01/30/2014	Mail & Counter	172	22,502.21	22,502.21						22,502.21					22,502.21
	Deposit - RC Tax	-	3,130.59							0.00		3,130.59			3,130.59
	Credit Cards	31	3,044.58			3,044.58				3,044.58					3,044.58
	Electronic	157	11,605.28			11,605.28				11,605.28					11,605.28
	Website - 84 fees	97	8,902.00					8,737.50		8,737.50	164.50				8,902.00
Jan-15	Utility Pmt Cntr-317			(23,211.90)	23,211.90					0.00					0.00
	Jan 15 NSF's		(5,411.04)							(5,411.04)					(5,411.04)
<b>TOTALS</b>			<b>13,753</b>	<b>2,325,538.38</b>	<b>791,300.91</b>	<b>23,211.90</b>	<b>87,142.36</b>	<b>291,971.54</b>	<b>85,070.94</b>	<b>222,024.47</b>	<b>1,621.50</b>	<b>610,012.63</b>	<b>213,182.13</b>	<b>0.00</b>	<b>2,325,538.38</b>

TOTAL # AR PAYMENTS 5,440 317 665 3,822 871 2,638 **13,753**  
 PERCENT OF TOTAL RECEIVED 39.56% 2.30% 4.84% 27.79% 6.33% 19.18% **100%**

### FY 2015 - Water Revenue

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
02-40010	Sales - Water	6,250,000	1,452,531	736,752	465,060	313,186	247,722	3,215,251	51.44%
02-40011	Sales - Construction Water	20,000	6,846	4,122	5,868	1,029	(9,756)	8,108	40.54%
02-40012	Sales - Imported Water (SGPWA)	250,000	67,768	25,276	14,852	10,831	9,325	128,052	51.22%
02-40013	Sales - Imported Water (MUNI)	850,000	180,285	98,085	66,051	45,752	36,441	426,614	50.19%
02-40014	Sales Disc.-Multi Units Usage Chrg.	(130,000)	(27,407)	(13,477)	(9,634)	(7,687)	(9,277)	(67,481)	51.91%
02-40015	Water Wholesale Revenue	70,000	12,275	3,772	0	0	0	16,047	22.92%
02-40016	Service Establishment Fee	2,500	1,025	476	25	325	650	2,501	100.05%
02-41000	Service Demand Charges	2,750,000	562,673	250,772	250,951	250,945	251,178	1,566,518	56.96%
02-41001	Fire Service Standby Fees	22,500	4,160	1,957	1,857	1,707	2,041	11,722	52.10%
02-41003	Construction Service Charge	10,000	2,184	1,122	1,136	1,072	1,403	6,917	69.17%
02-41005	Sales Disc.-Multi Units Service Chrg.	(120,000)	(25,922)	(11,500)	(11,500)	(11,500)	(11,502)	(71,923)	59.94%
02-41010	Unauthorized Use of Water Charge	750	0	0	0	0	1,500	1,500	200.00%
02-41110	Meter/Lateral installation	25,000	13,075	6,750	375	4,875	9,375	34,450	137.80%
02-41112	Fire Flow Test Fees	3,500	825	150	150	450	0	1,575	45.00%
02-41113	Disconnect/Reconnect Fees	130,000	29,940	12,065	10,835	12,050	11,235	76,125	58.56%
02-41121	Penalty - Late Charges	150,000	39,304	10,576	14,644	11,512	7,826	83,862	55.91%
02-41124	Bad Debt	(20,000)	0	0	0	0	0	0	0.00%
02-42123	Management & Accounting Fees	153,500	38,381	12,791	12,791	12,791	12,791	89,545	58.34%
02-43010	Interest Earned	10,000	0	3,297	0	0	3,274	6,570	65.70%
02-43110	Property Tax - Unsecured	95,000	6,291	0	101,271	(10,072)	125	97,614	102.75%
02-43120	Property Tax - Secured	2,315,000	0	0	172,393	850,079	152,079	1,174,552	50.74%
02-43130	Tax Collection - Prior	15,000	0	3,338	9,197	(9,201)	1,719	5,053	33.69%
02-43140	Other Taxes	160,000	(16)	(9)	2,624	16,246	78,263	97,109	60.69%
02-49150	Revenue - Misc. Non-Operating	60,000	17,149	12,758	2,942	3,222	15,412	51,484	85.81%
	<b>WATER OPERATING REVENUE</b>	<b>13,072,750</b>	<b>2,381,366</b>	<b>1,159,075</b>	<b>1,111,887</b>	<b>1,497,613</b>	<b>811,823</b>	<b>6,961,764</b>	<b>53.25%</b>
	Grants	0	0				0	0	
02-89901	Facility Capacity Charges	0	437,682	242,604	13,478	175,214	336,950	1,205,928	
02-89902	Sustainability	0	47,167	34,608	1,761	28,119	15,851	127,506	
	<b>TOTAL WATER REVENUE</b>	<b>13,072,750</b>	<b>2,866,216</b>	<b>1,436,287</b>	<b>1,127,126</b>	<b>1,700,946</b>	<b>1,164,624</b>	<b>8,295,199</b>	

**FY 2015 - Sewer Revenue**

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
03-40016	Sales - Establish Service Fee	500	0	0	0	0	0	0	0.00%
03-41000	Sales - Sewer Charges	11,550,000	2,225,228	968,307	939,167	940,016	947,120	6,019,838	52.12%
03-41005	Sales Disc-Multi Units Service Chrg.	(200,000)	(42,978)	(18,502)	(18,425)	(18,494)	(18,422)	(116,821)	58.41%
03-41110	Meter/Lateral Installation	1,000	0	0	0	0	0	0	0.00%
03-41121	Penalty - Late Charges	150,000	33,588	10,142	12,362	13,170	10,862	80,125	53.42%
03-41124	Bad Debt	(20,000)	0	0	0	0	0	0	0.00%
03-42122	Revenue - Other Operating	1,000	1,260	540	0	0	0	1,800	180.00%
03-43010	Interest Earned	10,000	0	3,297	0	0	3,274	6,570	65.70%
03-43110	Property Tax - Unsecured	10,000	0	0	0	10,000	0	10,000	100.00%
03-43120	Property Tax - Secured	125,000	0	0	0	125,000	0	125,000	100.00%
03-43130	Tax Collection - Prior	10,000	0	0	0	10,000	0	10,000	100.00%
03-43140	Other Taxes	1,500	0	0	0	1,500	0	1,500	100.00%
03-49150	Misc. Non-Oper Revenue	50,000	0	5,235	0	0	0	5,235	10.47%
	<b>SEWER OPERATING REVENUE</b>	<b>11,689,000</b>	<b>2,217,099</b>	<b>969,018</b>	<b>933,104</b>	<b>1,081,192</b>	<b>942,833</b>	<b>6,143,246</b>	<b>52.56%</b>
	Grants	0	0					0	
03-89901	Facility Capacity Charges	0	324,598	143,736	8,221	106,873	209,504	792,932	
03-89903	Contrib Capital-Front Footage Fees	0	0	0	0	0	1,568	1,568	
03-89905	Contrib Capital-Infrastructure	0	0	24,000	0	19,500	0	43,500	
	<b>TOTAL SEWER REVENUE</b>	<b>11,689,000</b>	<b>2,541,697</b>	<b>1,136,754</b>	<b>941,325</b>	<b>1,207,565</b>	<b>1,153,905</b>	<b>6,981,247</b>	

### FY 2015 - Recycled Revenue

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
04-40010	Sales - Recycled Water	365,000	114,193	52,717	30,514	18,155	7,280	222,858	61.06%
04-40011	Sales - Construction Water	2,500	2,408	804	713	513	347	4,784	191.37%
04-41000	Sales - Service Demand Chrg.	35,000	8,207	3,386	3,382	3,067	3,081	21,122	60.35%
04-41003	Const. Water Minimum Chrg.	3,000	626	368	474	299	368	2,134	71.15%
04-41110	Meter/Lateral installation	1,500	0	0	375	0	0	375	25.00%
04-41121	Penalty - Late Charges	500	212	103	66	21	3	405	81.03%
04-41122	Revenue - Other Operating	250	0	0	0	0	0	0	0.00%
04-43010	Interest Earned	6,250	0	1,648	0	0	1,637	3,285	52.56%
04-43110	Property Tax - Unsecured	1,000	0	0	0	1,000	0	1,000	100.00%
04-43120	Property Tax - Secured	15,000	0	0	0	15,000	0	15,000	100.00%
04-43130	Property Tax - Prior	1,000	0	0	0	1,000	0	1,000	100.00%
04-43140	Property Tax - Other	1,000	0	0	0	1,000	0	1,000	100.00%
04-49150	Misc. Non-Operating Revenue	1,500	0	0	0	0	0	0	0.00%
	<b>RECYCLED OPERATING REVENUE</b>	<b>433,500</b>	<b>125,645</b>	<b>59,026</b>	<b>35,523</b>	<b>40,055</b>	<b>12,716</b>	<b>272,965</b>	<b>62.97%</b>
	Grants	0	0	0	0	0	0	0	
04-89901	Facility Capacity Charges	0	17,400	(8,846)	9,667	0	0	18,221	
	<b>TOTAL RECYCLED REVENUE</b>	<b>433,500</b>	<b>143,045</b>	<b>50,180</b>	<b>45,190</b>	<b>40,055</b>	<b>12,716</b>	<b>291,186</b>	

FY 2015 - Water Expenses

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
02-5-01-50010	Labor-Water Resources	789,245	154,047	84,206	59,678	58,439	59,764	416,135	62.73%
02-5-01-50011	Labor Credit	0	0	0	0	0	0	0	
02-5-01-50013	Benefits-Fica	60,000	13,026	7,015	4,992	4,701	4,983	34,718	57.86%
02-5-01-50014	Benefits-Life Insurance	3,300	775	251	258	258	265	1,807	54.76%
02-5-01-50016	Benefits-HealthDefrd Comp	145,000	33,846	12,881	11,614	11,614	11,586	81,542	56.24%
02-5-01-50017	Benefits-Disability Insurance	11,000	2,465	1,166	833	797	840	6,101	55.46%
02-5-01-50019	Benefits-Workers Compensation	42,000	7,191	3,453	0	3,995	11,341	25,980	61.86%
02-5-01-50021	Benefits-PERS	45,000	9,575	5,355	3,552	3,544	3,544	25,571	56.82%
02-5-01-50022	Benefits-PERS-Employer	90,000	20,431	11,462	7,602	7,589	7,582	54,667	60.74%
02-5-01-50023	Benefits-Uniforms	3,000	701	315	223	222	267	1,729	57.62%
02-5-01-50024	Benefits-Vacation & Sick Pay	7,500	1,384	732	316	316	415	3,164	42.19%
02-5-01-50025	Benefits-Boot Allowance	2,000	600	0	200	160	200	1,160	58.02%
02-5-01-51003	R&M - Structures	275,000	59,965	17,683	9,494	48,485	9,448	145,074	52.75%
02-5-01-51011	R&M - CLA Valves	10,000	3,489	6,754	0	0	0	10,243	102.43%
02-5-01-51140	General Supplies & Expenses	2,000	0	133	45	31	0	209	10.43%
02-5-01-51210	Utilities - Power Purchases	1,608,324	529,438	179,859	113,237	127,059	0	949,593	59.04%
02-5-01-51211	Utilities - Electricity & Fuel	4,750	1,234	411	393	406	0	2,445	51.47%
02-5-01-51316	Imported Water Purchases	1,100,000	232,910	50,833	0	0	0	283,743	25.79%
02-5-01-54019	Licenses & Permits	25,000	12,979	2,935	1,355	1,355	121	18,744	74.98%
02-5-01-54110	Laboratory Services	60,000	16,355	9,554	31,464	1,681	0	59,054	98.42%
02-5-01-57040	YVRWFF Operating Expense	600,000	545,057	56,262	34,284	20,651	8,741	664,995	110.83%
	<b>WATER RESOURCE TOTALS</b>	<b>4,883,119</b>	<b>1,645,468</b>	<b>451,282</b>	<b>279,541</b>	<b>291,306</b>	<b>119,098</b>	<b>2,786,674</b>	<b>57.07%</b>
02-5-03-50010	Labor-Public Works	1,009,764	226,806	122,185	87,753	81,212	82,678	600,633	59.48%
02-5-03-50011	Labor Credit	0	(6,176)	735	0	(232)	(1,509)	(7,181)	
02-5-03-50013	Benefits-Fica	92,000	18,706	9,975	7,136	6,509	6,767	49,091	53.36%
02-5-03-50014	Benefits-Life Insurance	7,000	1,629	530	529	529	541	3,758	53.68%
02-5-03-50016	Benefits-HealthDefrd Comp	250,000	67,812	25,044	22,125	22,125	21,797	158,902	63.56%
02-5-03-50017	Benefits-Disability Insurance	16,500	3,892	1,785	1,342	1,150	1,276	9,445	57.24%
02-5-03-50019	Benefits-Workers Compensation	60,000	7,191	3,453	282	3,995	12,341	27,262	45.44%
02-5-03-50021	Benefits-PERS	73,000	14,855	8,293	5,495	5,511	5,474	39,630	54.29%
02-5-03-50022	Benefits-PERS-Employer	150,000	31,697	17,636	11,726	11,760	11,681	84,498	56.33%
02-5-03-50023	Benefits-Uniforms	6,000	1,518	484	439	371	391	3,202	53.37%
02-5-03-50024	Benefits-Vacation & Sick Pay	4,000	0	0	0	0	0	0	0.00%
02-5-03-50025	Benefits-Boot Allowance	3,500	335	940	373	901	219	2,769	79.12%
02-5-03-51001	R & M - Vehicles & Equipment	190,000	56,452	10,500	9,656	7,345	4,819	88,773	46.72%
02-5-03-51011	R&M - Valves	10,000	(823)	1,829	0	0	0	1,005	10.05%
02-5-03-51020	R&M - Pipelines	275,000	34,376	17,301	13,771	2,827	8,571	76,846	27.94%
02-5-03-51021	R&M - Service Lines	100,000	26,283	10,901	13,065	3,581	16,079	69,910	69.91%
02-5-03-51022	R&M - Fire Hydrants	25,000	8,130	2,333	1,479	0	341	12,333	49.33%
02-5-03-51030	R&M - Water Meters	75,000	18,648	8,014	1,827	8,905	14,187	51,580	68.77%
02-5-03-51092	Equipment Credits	0	(3,203)	0	0	(20)	(646)	(3,869)	
02-5-03-51140	General Supplies & Expenses	1,000	36	0	0	0	31	67	6.68%
	<b>PUBLIC WORKS TOTALS</b>	<b>2,347,764</b>	<b>508,161</b>	<b>241,988</b>	<b>176,996</b>	<b>156,467</b>	<b>185,040</b>	<b>1,268,653</b>	<b>54.04%</b>



FY 2015 - Water Expenses

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
02-5-06-50010	Labor-Administration	687,667	116,377	62,618	44,050	42,368	44,457	309,871	45.06%
02-5-06-50011	Labor Credit	0	(75)	0	0	0	0	(75)	
02-5-06-50012	Director Fees	16,000	3,063	1,723	1,596	(165)	1,532	7,749	48.43%
02-5-06-50013	Benefits-Fica	45,000	9,508	4,916	3,299	2,506	3,920	24,149	53.66%
02-5-06-50014	Benefits-Life Insurance	3,200	715	233	239	239	245	1,870	52.19%
02-5-06-50016	Benefits-HealthDefrd Comp	150,000	34,505	14,052	12,257	12,257	12,502	85,574	57.05%
02-5-06-50017	Benefits-Disability Insurance	7,500	1,702	676	380	375	614	3,744	49.92%
02-5-06-50019	Benefits-Workers Compensation	17,500	3,000	2,056	0	1,000	4,596	10,653	60.87%
02-5-06-50021	Benefits-PERS	40,000	8,044	4,323	2,963	2,963	2,901	21,193	52.98%
02-5-06-50022	Benefits PERS Employer	80,000	17,165	9,333	6,321	6,321	6,189	45,330	56.66%
02-5-06-50023	Uniforms	2,000	503	112	86	86	86	872	43.60%
02-5-06-50024	Benefits-Vacation & Sick Pay	10,000	3,040	1,493	1,163	1,277	971	7,945	79.45%
02-5-06-50025	Benefits-Boots	1,000	0	0	0	0	0	0	0.00%
02-5-06-51003	R&M - Structures	20,000	8,052	5,286	5,318	1,188	54	19,899	99.49%
02-5-06-51091	Expense Credits (overhead)	0	(2,284)	983	0	(149)	(665)	(2,116)	
02-5-06-51120	Safety Equipment/Supplies	25,000	5,226	735	889	12,269	1,591	20,710	82.84%
02-5-06-51125	Petroleum Products	125,000	33,788	7,789	5,886	7,335	2,088	56,886	45.51%
02-5-06-51130	Office Supplies & Expenses	35,000	6,617	1,481	3,446	2,715	2,234	16,493	47.12%
02-5-06-51140	General Supplies & Expenses	25,000	2,037	5,114	2,416	358	4,748	14,674	58.70%
02-5-06-51199	Disaster Incidences	0	2,564	0	0	0	0	2,564	
02-5-06-51211	Utilities - Electricity	28,000	9,489	3,081	1,967	1,748	0	16,284	58.16%
02-5-06-51213	Utilities - Natural Gas	3,000	726	56	110	307	0	1,199	39.96%
02-5-06-54002	Dues & Subscriptions	13,000	886	335	774	5,864	7,000	14,659	114.30%
02-5-06-54005	Computer Expenses	130,000	8,142	13,985	2,347	16,326	0	40,800	31.38%
02-5-06-54010	Postage	6,000	162	402	211	84	23	883	14.71%
02-5-06-54011	Printing & Publications	7,500	662	0	0	125	0	787	10.50%
02-5-06-54012	Education & Training	15,000	5,399	735	890	3,561	3,200	13,784	91.90%
02-5-06-54013	Utility Billing Expenses	135,000	43,191	12,709	11,958	11,658	6,314	85,830	63.58%
02-5-06-54014	Public Relations	7,825	1,292	259	362	1,117	0	3,030	38.72%
02-5-06-54016	Travel Related Expenses	5,000	2,438	53	0	975	32	3,498	69.95%
02-5-06-54017	Certifications & Renewals	6,000	626	375	1,089	398	140	2,628	43.80%
02-5-06-54020	Meeting Related Expenses	6,000	719	240	291	956	429	2,635	43.91%
02-5-06-54024	Utilities - Waste Disposal	2,750	515	172	172	172	0	1,030	37.46%
02-5-06-54025	Utilities - Telephone	42,000	9,238	3,056	3,061	3,063	0	18,419	43.86%
02-5-06-54104	Contractual Services	65,000	22,462	7,651	2,914	4,410	4,609	41,945	64.53%
02-5-06-54107	Legal	45,000	6,311	4,632	5,794	3,378	3,000	23,115	51.37%
02-5-06-54108	Audit & Accounting	16,000	10,340	1,560	0	0	0	11,900	74.38%
02-5-06-54109	Professional Fees	150,000	29,431	10,447	7,760	6,313	2,700	56,651	37.77%
02-5-06-55500	Depreciation Reserves	200,000	49,997	16,667	16,667	16,667	16,667	116,665	58.33%
	Infrastructure Replacement	500,000	125,022	41,674	41,674	41,674	41,674	291,718	58.34%
02-5-06-56001	Insurance	105,000	26,250	8,750	8,750	8,900	8,750	61,400	58.48%
02-5-06-57030	Regulatory Compliance	57,500	8,965	958	200	6,430	840	17,392	30.25%
02-5-06-57090	Election Related Expenses	15,000	0	0	0	0	0	0	0.00%
02-5-06-57096	Beaumont Basin Watermaster	60,000	0	24,005	0	0	0	24,005	40.01%
02-5-06-57199	Suspense	0	0	0	0	0	0	0	
	<b>ADMINISTRATION TOTALS</b>	<b>2,910,442</b>	<b>615,808</b>	<b>274,623</b>	<b>197,300</b>	<b>227,068</b>	<b>183,442</b>	<b>1,498,241</b>	<b>51.48%</b>

**FY 2015 - Water Expenses**

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
02-5-40-57201	Debt Srv-Series 2004A Princ.(250009)	1,035,000	1,035,000	0	0	0	0	1,035,000	100.00%
02-5-40-57402	Interest-Long-Term Debt Bonds	1,896,425	958,563	0	0	0	0	958,563	50.55%
	<b>40 - Debt</b>	<b>2,931,425</b>	<b>1,993,563</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,993,563</b>	<b>68.01%</b>
02-5-40-57001	Asset Acq. - Water Resources	0	0	0	0	0	0	0	--
02-5-40-57003	Asset Acq. - Public works	0	3,578	0	0	0	0	3,578	--
02-5-40-57006	Asset Acq. - Administration	0	0	13,317	0	0	0	13,317	--
	<b>40 - Capital Outlay</b>	<b>0</b>	<b>3,578</b>	<b>13,317</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,895</b>	<b>--</b>
			4,766,578					7,564,025	
	<b>TOTAL WATER EXPENSES</b>	<b>13,072,750</b>	<b>4,766,578</b>	<b>981,190</b>	<b>653,837</b>	<b>674,842</b>	<b>487,580</b>	<b>7,564,025</b>	<b>57.86%</b>

### FY 2015 - Sewer Expenses

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
03-5-02-50010	Labor-S Treatment	963,424	191,626	100,786	71,849	65,733	71,947	501,942	52.10%
03-5-02-50013	Benefits-Fica	75,000	16,199	8,425	6,046	5,446	5,981	42,098	56.13%
03-5-02-50014	Benefits-Life Insurance	5,000	1,101	359	367	367	372	2,567	51.33%
03-5-02-50016	Benefits-Health\Defrd Comp	195,000	45,133	17,259	15,449	13,948	14,934	106,723	54.73%
03-5-02-50017	Benefits-Disability Insurance	15,000	3,203	1,463	1,147	899	1,068	7,779	51.86%
03-5-02-50019	Benefits-Workers Compensation	50,000	7,191	3,453	0	3,995	11,341	25,980	51.96%
03-5-02-50021	Benefits-PERS	58,000	12,116	6,457	4,519	4,311	4,113	31,516	54.34%
03-5-02-50022	Benefits-PERS Employer	130,000	26,710	14,106	9,893	9,423	8,970	69,103	53.16%
03-5-02-50023	Benefits-Uniforms	4,400	1,179	409	249	302	305	2,443	55.53%
03-5-02-50024	Benefits-Vacation & Sick Pay	5,000	297	297	99	99	198	990	19.80%
03-5-02-50025	Benefits-Boot Allowance	2,400	254	0	200	179	119	752	31.31%
03-5-02-51003	R&M - Structures	225,000	79,470	41,621	7,987	1,758	11,817	142,652	63.40%
03-5-02-51010	R&M - Automation Control	70,000	10,284	3,262	5,566	5,113	4,922	29,146	41.64%
03-5-02-51106	Chemicals	515,000	113,778	57,345	37,336	31,610	19,929	259,997	50.48%
03-5-02-51111	Propane	5,000	0	0	0	0	0	0	0.00%
03-5-02-51115	Laboratory Supplies	45,000	8,233	2,368	1,117	2,948	2,388	17,073	37.94%
03-5-02-51140	General Supplies & Expenses	1,000	49	75	0	0	282	405	40.50%
03-5-02-51210	Utilities - Power Purchases	802,860	226,237	76,149	58,374	58,977	3,491	423,228	52.72%
03-5-02-54110	Laboratory Services	115,000	29,547	12,251	17,552	5,703	3,471	68,525	59.59%
03-5-02-57031	Sludge Disposal	300,000	66,547	23,921	19,864	22,826	22,000	155,157	51.72%
03-5-02-57034	Brine Operating Expenses	120,000	1,188	1,862	2,077	643	2,015	7,786	6.49%
	<b>TREATMENT TOTALS</b>	<b>3,702,084</b>	<b>840,342</b>	<b>371,887</b>	<b>259,691</b>	<b>234,278</b>	<b>189,663</b>	<b>1,895,861</b>	<b>51.21%</b>

### FY 2015 Sewer Expenses

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
03-5-06-50010	Labor-Administration	644,309	106,372	57,616	39,881	39,033	41,122	284,025	44.08%
03-5-06-50012	Directors Fees	16,000	3,062	1,723	1,596	(165)	1,532	7,748	48.42%
03-5-06-50013	Benefits-Fica	43,000	8,653	4,491	2,954	2,354	3,633	22,084	51.36%
03-5-06-50014	Benefits-Life Insurance	3,600	709	233	237	237	243	1,660	46.11%
03-5-06-50016	Benefits-Health\Defrd Comp	140,000	32,341	13,019	11,599	11,599	11,792	80,351	57.39%
03-5-06-50017	Benefits-Disability Insurance	7,500	1,524	620	380	348	580	3,452	46.03%
03-5-06-50019	Benefits-Workers Compensation	27,500	7,191	3,453	0	1,000	4,596	16,241	59.06%
03-5-06-50021	Benefits-PERS	36,000	7,409	4,024	2,729	2,729	2,667	19,559	54.33%
03-5-06-50022	Benefits PERS Employer	75,000	15,809	8,536	5,823	5,823	5,691	41,682	55.58%
03-5-06-50023	Benefits-Uniforms	2,000	532	114	90	70	63	868	43.41%
03-5-06-50024	Benefits-Vacation & Sick Pay	10,000	3,040	1,493	1,163	1,277	971	7,945	79.45%
03-5-06-50025	Benefits-Boot Allowance	1,740	0	0	0	0	0	0	0.00%
03-5-06-51120	Safety Equipment/Supplies	10,000	4,558	0	352	0	536	5,447	54.47%
03-5-06-51125	Petroleum Products	22,500	3,909	4,261	1,000	1,326	1,323	11,818	52.53%
03-5-06-51130	Office Supplies	3,000	1,592	803	57	73	103	2,629	87.62%
03-5-06-51140	General Supplies & Expenses	17,500	413	3,297	1,891	307	3,304	9,212	52.64%
03-5-06-54002	Dues & Subscriptions	11,500	1,196	156	450	99	5,546	7,447	64.75%
03-5-06-54003	Management & Admin Services	153,500	38,381	12,791	12,791	12,791	12,791	89,545	58.34%
03-5-06-54005	Computer Expenses	95,000	10,043	14,579	1,673	16,712	0	43,007	45.27%
03-5-06-54011	Printing & Publications	5,000	121	0	0	125	0	246	4.92%
03-5-06-54012	Education & Training	12,500	1,165	175	469	175	45	2,029	16.23%
03-5-06-54014	Public Relations	10,000	313	0	0	55	0	367	3.67%
03-5-06-54016	Travel Related Expenses	5,000	1,799	53	0	0	0	1,852	37.04%
03-5-06-54017	Certifications & Renewals	5,000	531	45	815	415	94	1,900	38.00%
03-5-06-54019	Licenses & Permits	50,000	9,498	0	41,708	173	1,900	53,279	106.56%
03-5-06-54020	Meeting Related Expenses	5,000	333	213	215	886	67	1,714	34.28%
03-5-06-54024	Utilities - Waste Disposal	12,500	3,070	1,023	1,106	1,289	0	6,488	51.91%
03-5-06-54025	Utilities - Telephone	20,000	3,868	1,221	1,223	1,221	0	7,534	37.67%
03-5-06-54030	Drinking Water	1,000	254	102	0	123	51	529	52.93%
03-5-06-54104	Contractual Services	30,000	13,739	2,234	1,075	2,513	1,286	20,846	69.49%
03-5-06-54107	Legal	60,000	4,354	2,405	4,545	1,960	0	13,264	22.11%
03-5-06-54108	Audit & Accounting	16,000	10,340	1,560	0	0	0	11,900	74.38%
03-5-06-54109	Professional Fees	200,000	30,624	11,581	7,470	6,313	2,700	58,688	29.34%
03-5-06-55500	Depreciation Reserves	500,000	125,015	41,665	41,665	41,665	41,665	291,675	58.34%
	Infrastructure Replacement	800,000	199,890	66,630	66,630	66,630	66,630	466,410	58.30%
03-5-06-56001	Insurance	105,000	26,250	8,750	8,750	8,750	8,750	61,250	58.33%
03-5-06-57030	Regulatory Compliance	42,000	29,952	0	0	0	0	29,952	71.31%
	<b>ADMINISTRATION TOTALS</b>	<b>3,198,649</b>	<b>707,851</b>	<b>268,866</b>	<b>260,339</b>	<b>227,905</b>	<b>219,682</b>	<b>1,684,643</b>	<b>52.67%</b>

### FY 2015 - Sewer Expenses

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
03-5-07-50010	Labor-Environmental Control	268,053	68,054	38,461	29,982	25,819	25,439	187,756	70.04%
03-5-07-50011	Labor Credit	0	0	0	0	0	0	0	
03-5-07-50013	Benefits-Fica	17,500	5,365	3,096	2,424	2,099	2,087	15,071	86.12%
03-5-07-50014	Benefits-Life Insurance	2,000	252	80	96	96	100	624	31.21%
03-5-07-50016	Benefits-HealthDefrd Comp	50,000	14,178	6,168	6,542	6,542	7,088	40,518	81.04%
03-5-07-50017	Benefits-Disability Insurance	3,500	948	485	399	321	328	2,481	70.88%
03-5-07-50019	Benefits-Workers Compensation	30,000	7,191	3,453	0	1,197	8,543	20,385	67.95%
03-5-07-50021	Benefits-PERS	14,000	4,020	2,069	1,537	1,589	3,383	10,801	77.15%
03-5-07-50022	Benefits-PERS Employer	30,000	8,577	4,415	3,281	3,391	3,383	23,047	76.82%
03-5-07-50023	Benefits-Uniforms	2,000	518	153	110	112	112	1,004	50.21%
03-5-07-50024	Benefits-Vacation & Sick Pay	2,000	0	0	0	0	69	69	3.43%
03-5-07-50025	Benefits-Boot Allowance	780	140	200	0	0	0	340	43.54%
03-5-07-51003	R&M - Structures	325,000	29,412	12,013	11,005	12,460	10,965	75,864	23.34%
03-5-07-51140	General Supplies & Expenses	1,000	104	42	0	0	0	146	14.63%
03-5-07-51241	Lift Station #1	100,000	36,256	1,516	7,416	687	0	45,875	45.88%
03-5-07-51242	Lift Station #2	20,000	3,683	974	766	960	0	6,383	31.91%
03-5-07-51243	Lift Station #3	5,000	631	307	0	547	0	1,484	29.69%
03-5-07-51244	Lift Station #4	20,000	1,816	564	531	463	0	3,374	16.87%
03-5-07-51248	Lift Station #8	3,000	226	54	52	50	0	382	12.75%
03-5-07-54109	Professional Fees	60,000	4,962	0	3,950	1,784	734	11,430	19.05%
03-5-07-54110	Laboratory Services	4,000	0	0	0	0	1,428	1,428	35.70%
	<b>ENVIRONMENTAL CONTROL TOTAL</b>	<b>957,833</b>	<b>186,332</b>	<b>74,051</b>	<b>68,091</b>	<b>58,117</b>	<b>61,862</b>	<b>448,453</b>	<b>46.82%</b>
03-5-40-57202	Debt Service - Principal - WRWRF	2,048,466	2,048,466	0	0	0	0	2,048,466	100.00%
03-5-40-57203	Debt Service - Principal - Brineline	391,372	0	0	0	391,372	0	391,372	100.00%
03-5-40-57204	Debt Service - Principal - WISE	122,303	0	0	0	0	0	0	0.00%
03-5-40-57205	Debt Service - Principal - R 10.3	34,080	0	0	0	0	0	0	0.00%
03-5-40-57206	Debt Service - Principal - Crow & B12-1	18,357	0	0	0	0	0	0	0.00%
03-5-40-57403	Debt Service - Interest	1,215,856	875,202	0	0	257,902	0	1,133,104	93.19%
	<b>40 - Debt</b>	<b>3,830,434</b>	<b>2,923,669</b>	<b>0</b>	<b>0</b>	<b>649,274</b>	<b>0</b>	<b>3,572,942</b>	<b>93.28%</b>
03-5-40-57002	Asset Acq - Treatment	0	0	0	0	0	0	0	
03-5-40-57006	Asset Acq - Administration	0	0	0	0	0	0	0	
03-5-40-57007	Asset Acq - Environmental Control	0	10,260	0	0	0	0	10,260	
	<b>40 - Capital Outlay</b>	<b>0</b>	<b>10,260</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,260</b>	
	<b>TOTAL SEWER EXPENSES</b>	<b>11,689,000</b>	<b>4,668,454</b>	<b>714,804</b>	<b>588,122</b>	<b>1,169,573</b>	<b>471,207</b>	<b>7,612,159</b>	<b>65.12%</b>

**FY 2015 - Recycled Expenses**

ACCOUNT#	DESCRIPTION	BUDGET	Qtr 1 Totals	Oct '14	Nov '14	Dec '14	Jan '15	Year to Date	Percentage YTD
04-5-06-50010	Labor-Recycled Water	100,832	5,003	11,796	8,716	7,864	7,865	41,244	40.98%
04-5-06-50012	Director Fees	2,500	0	0	0	2,500	0	2,500	100.00%
04-5-06-50013	Benefits-FICA	1,500	427	864	583	384	673	2,932	195.45%
04-5-06-50014	Benefits-Life Insurance	250	3	(0)	(0)	(0)	0	2	0.86%
04-5-06-50016	Benefits-Health & Def Comp	5,000	2,326	1,865	1,383	1,383	1,490	8,446	168.91%
04-5-06-50017	Benefits-Disability Insurance	200	57	92	19	11	79	258	129.04%
04-5-06-50019	Benefits-Workers Compensation	300	150	1,106	0	197	697	2,150	716.71%
04-5-06-50021	Benefits-PERS Employee	1,000	317	605	117	117	117	1,272	127.22%
04-5-06-50022	Benefits-PERS Employer	2,000	676	1,291	249	249	249	2,714	135.71%
04-5-06-50023	Benefits-Uniforms	200	0	0	0	0	0	0	0.00%
04-5-06-50024	Benefits-Vacation & Sick Pay	500	0	109	88	88	54	339	67.83%
04-5-06-50025	Benefits-Boots	200	0	0	0	0	0	0	0.00%
04-5-06-51003	R & M-Structures	45,000	0	34,216	3,946	6,707	0	44,868	99.71%
04-5-06-51020	R & M-Pipelines	2,500	0	0	0	52	0	52	2.07%
04-5-06-51021	R & M-Service Lines	25,000	955	1,719	5,293	0	12	7,978	31.91%
04-5-06-51022	R & M-Fire Hydrants	5,000	0	0	0	101	(101)	0	0.00%
04-5-06-51030	R & M-Meters	1,500	0	0	0	6	0	6	0.41%
04-5-06-51140	General Supplies & Expenses	250	93	0	0	81	0	174	69.72%
04-5-06-51210	Utilities-Power Purchases	124,968	586	288	288	288	0	1,451	1.16%
04-5-06-54002	Dues & Subscriptions	4,000	0	0	0	0	1,236	1,236	30.90%
04-5-06-54005	Computer Expense	1,500	0	0	0	0	0	0	0.00%
04-5-06-54011	Printing & Publications	1,000	0	0	81	0	0	81	8.10%
04-5-06-54012	Education & Training	3,500	99	0	0	0	0	99	2.83%
04-5-06-54014	Public Relations	3,500	553	0	0	935	0	1,488	42.50%
04-5-06-54016	Travel Related Expenses	1,000	31	22	0	0	0	52	5.23%
04-5-06-54017	Certifications & Renewals	250	0	0	0	0	0	0	0.00%
04-5-06-54019	Licenses & Permits	2,500	0	2,496	0	0	0	2,496	99.84%
04-5-06-54020	Meeting Related Expenses	500	40	81	0	0	0	121	24.26%
04-5-06-54025	Telephone	750	60	20	20	20	0	121	16.07%
04-5-06-54010	Contractual Services	1,500	0	0	0	0	0	0	0.00%
04-5-06-54107	Legal	1,000	0	0	0	0	0	0	0.00%
04-5-06-54109	Professional Fees	25,000	19,276	22,215	20,615	683	0	62,789	251.16%
04-5-06-54110	Laboratory Services	1,000	0	0	0	0	0	0	0.00%
04-5-06-55500	Depreciation	8,000	1,970	670	670	670	670	4,650	58.13%
04-5-06-57030	Infrastructure Replacement	25,000	6,195	2,065	2,065	2,065	2,065	14,455	57.82%
04-5-06-57030	Regulatory Compliance	25,000	6,040	6,526	3,733	3,769	1,397	21,454	85.86%
04-5-06-57040	Environmental Compliance	10,000	0	0	0	0	0	0	0.00%
			44,856					225,439	
	<b>TOTAL RECYCLED EXPENSES</b>	<b>433,500</b>	<b>44,856</b>	<b>88,044</b>	<b>47,866</b>	<b>28,168</b>	<b>16,504</b>	<b>225,439</b>	<b>52.00%</b>



## Director Memorandum 15-016

**Date:** February 18, 2015

**Prepared By:** Jack Nelson, Assistant General Manager

**Subject:** Denial of Claim Related to a Blocked Sewer Lateral at 35411 Wildwood Canyon Road, Yucaipa - James Sollis

**Recommendation:** That the Board of Directors denies the claim for damages.

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On December 22, 2014, the District received a claim from James Sollis for \$123.99 (estimated) for plumbing services to clear a sewerage blockage in the sewer lateral located at 35411 Wildwood Road, Yucaipa. The claimant is requesting reimbursement of plumber's costs associated with clearing a root blockage from the sewer lateral alleged to have come from the main line.

District records show that the customer called the District office on August 20, 2014, about a sewer lateral backup. The District staff responded to the stoppage and jetted and cleaned the lateral on August 20, 2014 and returned the following day to video inspect the mainline and lateral. The video showed that the sewer mainline was clear of roots and that the blockage in the lateral had been cleared.

Yucaipa Valley Water District *Ordinance No. 54-2009, Article 3 Use of Public Sewers, Section 3.01.12, Building Sewer Maintenance* states that the user shall bear the responsibility of maintaining the sewer lateral.

The owner was not charged for the response services provided by District staff. It is also noted that the receipts submitted by the claimant are estimates only.

Further investigation with District staff indicated that the property owner was notified that the roots blocking the lateral probably originated from trees on the property. Therefore, District staff recommends denial of the claim submitted by James Sollis.

attachments

# YUCAIPA VALLEY WATER DISTRICT – CLAIM FORM



## INSTRUCTIONS

On the reverse side of sheet is a claim form for filing a claim against Yucaipa Valley Water District. The original and one identical copy of this form, together with a copy of all attachments, are to be filed with the Yucaipa Valley Water District. Retain one copy for your records. Please send to this address:

**Yucaipa Valley Water District**

**Attn: Claims Dept.**

**12770 2<sup>nd</sup> St**

**Yucaipa, Ca. 92399**

**(909) – 797-5937 FAX**

**RECEIVED**  
**DEC 22 2014**  
**YUCAIPA VALLEY**  
**WATER DISTRICT**

**Please fill out form completely. Additional sheets may be attached if more space is needed. Missing information may delay the processing of your claim. Please print.**

### Claims:

Claims for death, injury to person or personal property must be filed not later than six months after the occurrence. (Gov. Code Sec. 911.2)

Claims for damage relating to any other cause of action must be filed not later than 1 year after the occurrence. (Gov. Code Sec. 911.2)

**This claim form must be signed and dated.**

### Who is Responsible for Damages?

No utility is in a position to guarantee 100 percent continuity of water service. However, it is our policy to investigate claims in order to determine if our conduct or inaction was unreasonable under the circumstances, thereby causing injury or damages. YVWD will not be liable for interruption or shortage or insufficiency of supply, or any loss or damage of any kind, if same is caused by inevitable accident, act of God, fire, strikes, riots, war, or any other cause except that arising from its failure to exercise reasonable diligence.

### Determination of Responsibility and Payment if YVWD is at fault

YVWD will conduct an investigation based on the information you provide on your claim form and internal YVWD records and interviews with YVWD field personnel. The investigation results will determine whether your claim is accepted or rejected. If your claim is accepted, YVWD's payment with regard to property damage will depend on the extent of damage and value of the property. If the property can be repaired, YVWD will pay the cost of repair. If the property cannot be repaired, YVWD will generally pay reasonable market value for the property at the time it was damaged, or the depreciated cost to replace the property, whichever is less. Payment for bodily injury is determined by several factors including, but not limited to, type and severity of injury, medical bills incurred, loss of wages (if any) and permanent disability sustained (if any).



**Claim for Damage**

Name <u>James Sollis</u>	Clerks Date Stamp       *This box is for Official Use only!
Address <u>35411 Wildwood Canyon Rd.</u>	
Phone(s) <u>951 662 4598</u>	
Business _____ Home _____ <u>Message/Cell</u>	
E-mail: <u>Chucksollis02@AOL.com</u>	
Address at time of loss/incident: <u>Same</u>	

Description of Details: (Describe how the loss/incident occurred)

Roots Blocking Sewer main at City COLLAR.

(Attach additional pages and supporting documentation as needed)

YVWD's involvement :(if possible, please identify employee and/or department involved)

After trying to rectify myself and calling plumber, YVWD came to remove roots that are not being maintained

Witnesses: (please provide address and phone numbers)

1. <u>Marcella Sollis</u>	2. <u>Discount Plumbing</u>	3.
<u>Same</u>	<u>951 675 4655</u>	

Property Damage (please describe the value and extent of the damage to your home, automobile or personal property: (Attach estimates, bills, or whatever documentation of damages you have)

No property damage, costs were snake rental and contracting plumber

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License # \_\_\_\_\_ Insurance Co. \_\_\_\_\_ Policy #: \_\_\_\_\_

Where you injured?: No:  Yes:  (if yes please complete the following)

Describe your injury (Identify your doctor(s)/Health care provider(s)

Are you still receiving Medical Treatment? No:  Yes:


Employer: \_\_\_\_\_ Type of Work: \_\_\_\_\_

Wage Loss? No:  Yes:  If Yes, rate of pay: \_\_\_\_\_

*"I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct"*

<u>7/19/2014</u> <u>Yucaipa, CA</u>	 Signature
Date and Place (City and State)	

**AGREEMENT/ INVOICE**

Contract Number		SYCC No.		Truck No.		Contract Date		Estimated Start Date		Call Number													
Customer Name <b>Charles Sallis</b>			Service Person <b>Caeryc</b>			Call P.O. No.		Apr. No.															
Job Address <b>Wildwood Canyon Rd</b>			City <b>Yucaipa</b>		State <b>CA</b>		Zip <b>91799</b>																
Home Phone			Time Rec'd		Time Arr'd		Time Finish'd																
Bill To			Machine			Access			Warranty														
Address			Problem			Diagnosis			Amount														
									79.99														
 <p><b>DISCOUNT PLUMBING &amp; HOME IMPROVEMENT</b>                  ALL PLUMBING REPAIRS                  SHOWER PAN REPAIR                  WATER HEATERS                  FAUCETS                  SLABS LEAK                  DETECTION                  DRAIN SPECIALIST</p> <p><b>CALL TODAY</b>                  (951) 675-4655</p>			Type System			Machine			Access														
			<input checked="" type="checkbox"/> Sewer <input type="checkbox"/> Septic Problem Diagnosis Recommendation/Job Description <p style="font-size: 1.2em; font-weight: bold;">Case to clear main drain approx 15' to main drain at City- Colter - Roots - around City Connection</p>																				
TERMS:				OFFICE USE ONLY				Payment Schedule - Deposit 10% \$				Mid Payment \$				Balance \$							
<input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> CK#				<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AM/EXP.				RECOMMENDATIONS:				SERVICE CHARGE				SUB TOTAL							
Card #				Exp.				Acceptance Signature				SALES TAX				TOTAL							
Authorized #				Type				<p><b>WORK AUTHORIZATION</b></p> <p>AUTHORIZATION TO PROCEED WITH ABOVE DIAGNOSIS/SOLUTION - I, the undersigned, am owner/authorized representative/tenant of the premises at which the work mentioned above is to be done. I hereby authorize you to perform Diagnosis/Solution, and to use such labor, materials as you deem advisable. A monthly service charge of 1/2% will be added after 30 days, up to \$1,000.00 and 1% over \$1,000.00. I agree to pay reasonable attorney's fees, and court costs. I have read, agree to, and have received a copy of the contract and Notice to Owner on reverse side.</p> <p>All work will be done in a workmanlike manner.</p> <p>signed with the above work at a flat rate of \$_____</p>				<p>ACCEPTANCE OF WORK PERFORMED - I find the service and materials rendered and installed in connection with the above work mentioned, to have been completed in satisfactory manner. I agree to pay reasonable attorney's fees in the event of a charge. I agree to pay reasonable attorney's fees in the event of a charge after 30 days action. I acknowledge that I have read and received a legible copy of this contract and have read the Notice to Owner on reverse side.</p>				79.99				79.99			

### Redlands-Yucaipa Rentals, Inc.

P.O. Box 9446  
Redlands, CA 92375

*For All Your Rental Needs!*  
32220 Outer Highway 10 • Redlands, CA 92373  
**(909) 795-8991**  
34355 Yucaipa Blvd. • Yucaipa, CA 92399  
**(909) 797-1912**

Monday - Saturday 7:00 am - 5:00 pm • Sunday 8:00 am - 4:00 pm

RENTED TO		JOB LOCATION			TICKET #	
SOLLIS, JAMES CHUCKS HOME REPAIR 35411 WILDWOOD CANYON YUCAIPA CA 92399					Con# 257676  Loc 300	
DL/ID #	RefBy	LicP	PHONE	OUT	DATE	TIME
A1372355	12-OCT-71	8H83303	C (951) 662-4598		07/19/14	10:58 AM PWZ
PO/JOB #		RECEIVED BY				
0						
				DUE	07/20/14	10:58 AM PWZ

**CONTRACT**

QTY	ITEM#	MIN	HOURLY	OVNITE	8-HOUR	DAY	WEEK	4 WEEK	EXT AMT	NET AMT
-----	-------	-----	--------	--------	--------	-----	------	--------	---------	---------

1	SN03-0361			SNAKE, 50'	ELECT, GENERAL				40.00	40.00
		\$20.00/3	6.67		40.00	40.00	160.00	480.00		
----- Payments -----										
No Payment Made										

*U.S. called  
A Plumbing  
problem  
at  
City Hookup!*

**EQUIPMENT PROTECTION PLAN.** For an additional fee of 10% of the total rental, Rental Center agrees to waive claims for damage to equipment as specified on the back of this Rental Agreement. **EQUIPMENT PROTECTION PLAN IS NOT INSURANCE.**  Accept

All equipment must be returned  
in same condition as it was  
received. -Fuel charge \$5.75/g  
Cleaning charge- \$25.00-100.00

**"We charge by time out, not by time used"**  
I HAVE READ THE TERMS OF THIS CONTRACT FRONT AND BACK AND  
AGREE TO ABIDE BY THEM.

RENT	40.00
SALES	0.00
OTHER	0.00
DMG WAIVER	4.00
SME TAX	0.00
SALES TAX	0.00
DEPOSIT	0.00

LESSEE X \_\_\_\_\_

TOTAL DUE	44.00	TOTAL PAID	0.00
EST AMT DUE	44.00		

video of man  
line on  
8/21/2014

Address: 35411 wildwood canyon rd 8/20/2014

Crew: Trost S. / Stalnaker D. / Musik B.

Service Order: backed up lateral, due to root intrusion 56625

Completion notes: Used unit 45 (Easement Jetter) to clear blockage. Push-rod CCTV camera was used to determine where the roots were intruding into lateral. Roots were located approx. 70 ft from house cleanout at connection between ABS pipe and VCP, before or south of curb. Roots believed to originate from tree on customers property. Customer was made aware of findings from video inspection. Sewer mainline was also inspected using contracted CCTV inspection from Innerline Engineering (video inspection was recorded, and is available for reference). Stalnaker D. oversaw the video inspection, no roots originating from the mainline were found to be impeding the laterals free flowing function and not the cause of the back-up

Sean Trost 01/27/15  
Ben Trost



## Director Memorandum 15-017

**Date:** February 18, 2015

**Prepared By:** Joseph Zoba, General Manager

**Subject:** Approval of a Policy Related to Debt Management of the Yucaipa Valley Water District's Water Division

**Recommendation:** That the Board approves the policy document.

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In order to maintain and improve upon the recently issued ratings from Standard & Poor's and Fitch, the Board of Directors should consider a policy that specifically outlines the goals and benchmarks to be used by the District for debt management of the water division enterprise.

The District staff has prepared the attached debt management policy with assistance from representatives at Cucamonga County Water District. The attached policy identifies benchmarks that will be evaluated on an annual basis and communicated to the public as part of the budget process.

Specifically, the District staff recommends the following financial benchmark goals:

1. Debt Ratio: The Debt Ratio is a financial ratio that indicates the percentage of the District's capital assets that are provided via debt financing. It is the District's goal to maintain a Debt Ratio between 30 to 40 percent.
2. Credit Rating: The District's credit rating has a direct impact on the access to financial markets and the cost of incurring debt. It is the District's goal to obtain and maintain the following credit ratings: AA (Standard & Poors), Aa1 (Moody's) and/or AA (Fitch).
3. Number of Day's Cash: The District's liquidity position has a large impact on the District's credit rating. It is the District's goal to maintain a level of Days Cash between 300 and 400 days.
4. Debt Service Coverage: The District is required to maintain a minimum debt service coverage ratio as set forth in the outstanding bond documents. It is the District's goal to exceed the minimum coverage ratio with a goal of 1.6 times the annual debt service payments excluding development facility capacity charges and 2.0 times the annual debt service payments for gross revenues.

The purpose of this agenda item is to review the proposed debt management policy.



Yucaipa Valley Water District

# Policy and Procedure

Policy Title		Policy Number
Debt Management Policy - Water Division		
Approval Date	Approved By	Effective Date
_____	Board of Directors	_____

**PURPOSE**

The purpose of the Debt Management Policy for the Water Division is to utilize reasonable debt financing as an acceptable and appropriate approach to fund long-term improvements to insure that existing and future water system customers pay their fair share. Long-term improvements include the acquisition of land, facilities, infrastructure, and supplies of water; and enhancements or enlargements to existing capacity and facilities for obtaining, importing, transporting and delivering water. These improvements are typically included in the District’s, Capital Improvement Budget and Water Master Plan. Bond proceeds can be issued to fund the planning, design, land acquisition, construction, attached fixtures or equipment and moveable pieces of equipment, or other costs as permitted by law.

Revenue Bonds, Notes, Certificates of Participation, special tax or special assessment bonds, capital leases, commercial paper, bank loans, direct placements and lease-purchase financings will be treated as debt and subject to these same policies.

**BACKGROUND**

This policy documents the goals of the Yucaipa Valley Water District (“District”) for the use of debt instruments and provides guidelines for the use of debt for financing drinking water infrastructure. The District’s overriding goal in issuing debt is to respond to and provide for its infrastructure, capital project and other financing needs while ensuring that debt is issued and managed prudently in order to maintain a sound fiscal position and protect credit quality. The District issues debt instruments, administers District held debt proceeds and makes debt service payments, acting with prudence, diligence and attention to prevailing economic conditions.

The District will pay for all infrastructure, projects, and other financing needs from a combination of current revenues, available reserves, and prudently issued debt. The District believes that debt can provide an equitable means of financing projects for its customers and provide access to new capital needed for infrastructure and project needs. Debt will be used to meet financing needs using the following guidelines: (i) if the debt meets the goals of equitable treatment of all customers, both current and future; (ii) if the debt the most cost-effective means available; (iii) if it is fiscally prudent, responsible, and diligent under the prevailing economic conditions; and (iv) if there are other important policy reasons therefor. The District will not issue debt without the approval of the Board of Directors (“Board”).

## GENERAL PROVISIONS

The District will provide for a periodic review of its financial performance and review its performance relative to the financial policies outlined herein. These financial policies will be taken into account during the capital planning, budgeting, and rate setting processes. Necessary appropriations for annual debt service requirements will be routinely included in the District's annual budget. The District will maintain proactive communication with the investment community, including rating agencies, credit enhancers and investors, to ensure future capital market access at the lowest possible interest rates.

The District's Debt Management Policy and the Investment Policy are integrated into the decision-making framework utilized in the budgeting and capital improvement planning process. As such, the following principles outline the District's approach to debt management:

- The District will issue debt only in the case where there is an identified source of repayment. Debt will be issued to the extent that (i) projected existing revenues are sufficient to pay for the proposed debt service together with all existing debt service covered by such existing revenues, or (ii) additional projected revenues have been identified as a source of repayment in an amount sufficient to pay for the proposed debt.
- The District will not issue debt to cover operating needs, unless specifically approved by the Board.
- Each proposal to issue debt will be accompanied by an analysis that demonstrates conformity to this Policy. This analysis will address the purpose for which the debt is issued and the proposed debt structure.

## CONDITIONS FOR DEBT ISSUANCE

The following guidelines formally establish parameters for evaluating, issuing, and managing the District's debt. The guidelines outlined below are not intended to serve as a list of rules to be applied to the District's debt issuance process, but rather to serve as a set of practices to promote prudent financial management.

In issuing debt, the District's objectives will be to:

- Achieve the lowest cost of capital;
- Ensure ratepayer equity;
- Maintain the adopted credit rating strategy, or a more effective credit rating strategy, and access to credit enhancement; and
- Preserve financial flexibility

### Standards for Use of Debt Financing

When appropriate, the District will use long-term debt financing to achieve an equitable allocation of capital costs between current and future system users, to provide more manageable rates in the near and medium term and to minimize rate volatility. Capital projects financed through debt issuance will not be financed for a term longer than the expected useful life of the project.



### Debt Capacity

There is no specific provision within the California Government Code that limits the amount of debt that may be issued by the District. The District's future borrowing capability is limited by the debt coverage ratio and additional debt limitations required by the existing bond covenants.

### Financing Criteria

Each debt issuance should be evaluated on an individual basis within the context of the District's overall financing objectives and current market conditions. The District will evaluate alternative debt structures (and timing considerations) to ensure the most cost-efficient financing under prevailing market conditions.

*Credit Enhancement* – The District will consider the use of credit enhancement on a case-by-case basis. Only when clearly demonstrable savings can be realized shall credit enhancement be utilized.

*Cash-Funded Reserve vs. Surety* – If the issuance of debt requires a cash-funded debt service reserve fund, the District may purchase a surety policy or replace an existing cash-funded debt service reserve fund when deemed prudent and advantageous. The District may permit the use of guaranteed investment agreements for the investment of reserve funds pledged to the repayment of any of its debt when it is approved by the Board.

*Call Provisions* – In general, the District's securities should include optional call provisions. The District will avoid the sale of non-callable, long-term fixed rate bonds, absent careful evaluation of the value of the call option.

*Additional Bonds Test/Rate Covenants* – The amount and timing of debt will be planned to comply with the additional bonds tests and rate covenants outlined in the appropriate legal and financing documents, and this policy.

*Short-Term Debt* – The District may utilize short-term borrowing to serve as a bridge for anticipated revenues, construction financing or future bonding capacity.

*Variable Rate Debt* – Variable rate debt products are rolling series of short-term investments that are resold periodically and are therefore priced at the short-end of the yield curve at low interest rates. If an issuer accepts the risks inherent in variable interest rates, the issuer can take advantage of some of the lowest rates available on the market. Variable rate debt may be appropriate for the District's portfolio, especially in an environment where increased interest earnings on invested funds offset the increased cost of variable rate debt. Variable rate debt products include variable rate demand obligations, commercial paper, and auction rate securities. The District may consider the use of variable rate debt products to achieve a lower cost of borrowing or for short-term borrowing. In determining whether or not to use variable rate debt, the District will analyze the risks associated with the variable rate debt products, including derivative products.

*Use of Variable Rate Debt* – The District may consider the use of variable rate debt products to achieve a lower cost of borrowing or for short-term borrowing. In



determining whether or not to use variable rate debt, the District will analyze, among other things, the risk associated with the variable rate debt and the impact on the District's overall portfolio. Before issuing variable rate debt, the District will analyze its cash position; the District will not issue variable rate debt in an amount that exceeds 115% of its unrestricted cash position at the time of issuance of any variable rate debt.

*Investment of Bond Proceeds* - Bond proceeds will be invested in accordance with the permitted investment language outlined in the bond documents for each transaction. The District will seek to maximize investment earnings within the investment parameters set forth in the respective debt financing documentation. The reinvestment of bond proceeds will be incorporated into the evaluation of each financing decision; specifically addressing arbitrage/rebate position, and evaluating alternative debt structures and refunding savings on a "net" debt service basis, where appropriate.

### Refinancing Outstanding Debt

The Controller shall have the responsibility to evaluate potential refunding opportunities. The District will consider the following issues when analyzing potential refunding opportunities:

*Debt Service Savings* – The District shall establish a target savings level greater or equal to 3% of the par of debt refunded on a net present value (NPV) basis (after payment of all costs associated with the issuance). This figure will serve only as a guideline and the District may determine that a different savings target is appropriate; the District shall evaluate each refunding opportunity on a case-by-case basis. In addition to the savings guideline, the following shall be taken into consideration:

- Remaining time to maturity;
- Size of the issue;
- Current interest rate environment;
- Annual cash flow savings;
- The value of the call option;
- Revision of restrictive or onerous covenants; and
- Other factors approved by the applicable member District.

*Restructuring* – The District may seek to refinance a bond issue on a non-economic basis, in order to restructure debt, to mitigate irregular debt service payments, accommodate revenue shortfalls, to achieve a proper matching of debt service with revenues, release reserve funds, or comply with and/or eliminate rate/bond covenants.

*Term/Final Maturity* – The District may consider the extension of the final maturity of the refunding bonds in order to achieve a necessary outcome, provided that such extension is legal. The term of the debt should not extend beyond the reasonably expected useful life of the asset being financed. The District may also consider shortening the final maturity of the bonds. The remaining useful life of the assets and the concept of inter-generational equity will guide these decisions.

*Defeasance* – Defeasance is when a debt financing is refinanced or paid off through an escrow where certain authorized investments and cash are deposited to pay the redemption price, principal and interest until such time the debt is fully redeemed. On the date when proceeds are deposited into the escrow, the debt will no longer be deemed outstanding and is defeased.

There are two types of defeasances: legal and economic. A legal defeasance ends all of the rights and interest of the debt holders provided under the governing documents, including the pledge of revenues or other security interest. An economic defeasance does not end the rights and interest of the debt holders until such debt is fully redeemed. When evaluating an economic versus legal defeasance, the District shall take into consideration both the financial impact on a net present value basis as well as the rating/credit impact. The District shall take all necessary steps to optimize the yield on its refunding escrows investments and avoid negative arbitrage.

### Outstanding Debt Limitations

Prior to issuance of new debt, the District shall consider and review the latest credit rating reports and guidelines to ensure the District's credit ratings and financial flexibility remain at levels consistent with the most highly rated comparable public agencies.

### Method of Issuance

The District will determine, on a case-by-case basis, whether to sell its bonds competitively or through negotiation.

*Competitive Sale* – In a competitive sale, the District's debt shall be awarded to the bidder providing the lowest true interest cost ("TIC"), as long as the bid adheres to the requirements set forth in the official notice of sale.

*Negotiated Sale* – The District recognizes that some bond issues are best sold through negotiation with a selected underwriter or team of underwriters. The District has identified the following circumstances below in which this would likely be the case:

- Issuance of variable rate or taxable bonds;
- Complex structures or credit considerations (such as non-rated bonds), which require a strong pre-marketing effort. Significant par value, which may limit the number of potential bidders, unique/proprietary financing mechanism (such as a financing pool), or specialized knowledge of financing mechanism or process;
- Market volatility, such that the District would be better served by flexibility in the timing of its sale, such as in the case of a refunding issue wherein the savings target is sensitive to interest rate fluctuations, or in a changing interest rate environment;
- When an underwriter has identified new financing opportunities or presented alternative structures that financially benefit the District; and

- As a result of an underwriter's familiarity with the project/financing, that enables the District to take advantage of efficiency and timing considerations.

*Private Placement* – From time to time the District may elect to issue debt on a private placement basis. Such method shall be considered if it is demonstrated to result in cost savings or provide other advantages relative to other methods of debt issuance, or if it is determined that access to the public market is unavailable and timing considerations require that a financing be completed.

#### Market Communication, Debt Administration and Reporting Requirements

*Responsibilities* – For purposes of this policy the General Manager delegates responsibility to the District Controller or his/her successor in position and/or in title.

*Rating Agencies* – The General Manager shall be responsible for maintaining the District's relationships with Standard & Poor's Ratings Services, Fitch Ratings, and Moody's Investors Service, as appropriate. The District shall, from time to time, deal with one, two or all of these agencies as circumstances dictate. In addition to general communication, the Controller shall (1) meet, (either in person or via phone) with credit analysts at least annually, and (2) prior to each competitive or negotiated sale, offer conference calls or meeting(s) with rating analysts in connection with the planned sale.

*Observance of Debt Covenants* – The Controller will periodically ensure that the District is in compliance with all legal covenants for each debt issue.

*Continuing Disclosure* – The Controller will comply for all debt issued with Rule 15c2-12(b)(5) by required filing as covenanted in each debt issue's Continuing Disclosure Agreement. The Controller will maintain a calendar with the reporting deadlines and procedures for dissemination of annual reports and notices.

*Record Keeping* – A copy of all debt-related records shall be retained at the District's offices or in an approved storage facility. At minimum, these records shall include all official statements, bid documents, bond documents/transcripts, resolutions, trustee statements, leases, and title reports for each financing (to the extent available). To the extent possible, the District shall retain an electronic copy of each document, preferably as a PDF.

*Arbitrage Rebate* – The District will comply with the administratively adopted policies and procedures regarding tax-exempt financings and tax-exempt financed property, as well as the tax and arbitrage certifications associated with each issue.

*Policy Review* – This policy should be reviewed on a biennial basis by the Finance Committee and adopted by the Board.

#### **CREDIT RATING BENCHMARKS**

The District strives to maintain a strong credit profile in order to provide assurance to customers, bond holders, rating agencies and other stakeholders that the District proactively manages its financial resource and is financially sustainable. These benchmarks will be evaluated on an annual basis and communicated to the Board. The District has set forth the following specific financial benchmark goals:

1. Debt Ratio: The Debt Ratio is a financial ratio that indicates the percentage of the District's capital assets that are provided via debt financing. It is the District's goal to maintain a Debt Ratio between 30 to 40 percent.
2. Credit Rating: The District's credit rating has a direct impact on the access to financial markets and the cost of incurring debt. It is the District's goal to obtain and maintain the following credit ratings: AA (Standard & Poors), Aa1 (Moody's) and/or AA (Fitch).
3. Number of Day's Cash: The District's liquidity position has a large impact on the District's credit rating. It is the District's goal to maintain a level of Days Cash between 300 and 400 days.
4. Debt Service Coverage: The District is required to maintain a minimum debt service coverage ratio as set forth in the outstanding bond documents. It is the District's goal to exceed the minimum coverage ratio with a goal of 1.6 times the annual debt service payments excluding development facility capacity charges and 2.0 times the annual debt service payments for gross revenues.

# 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

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