



Yucaipa Valley Water District

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

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

Wednesday, August 3, 2016 at 6:00 p.m.

- I. **CALL TO ORDER** - Pledge of Allegiance
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS** - At this time, members of the public may address the Board of Directors on matters within its jurisdiction. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the board meeting.
- IV. **CONSENT CALENDAR** - All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the board considers the motion unless members of the board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.
 - A. Minutes of Meetings
 - 1. Regular Board Meeting – July 20, 2016
 - 2. Board Workshop – July 26, 2016
- V. **STAFF REPORT**
- VI. **DISCUSSION ITEMS**
 - A. Denial of Claims Related to Construction Work on Yucaipa Valley Water District Property - James Jones [[Director Memorandum No. 16-072 - Page 13 of 49](#)]
RECOMMENDED ACTION: That the Board denies the claims for construction related work on Yucaipa Valley Water District property – James Jones.
 - B. Consideration of Resolution No. 2016-21 Updating the Policy for Reimbursement of Actual and Necessary Expenses of the Board of Directors [[Director Memorandum No. 16-073 - Page 35 of 49](#)]
RECOMMENDED ACTION: That the Board reviews the proposed changes and considers the adoption of Resolution 2016-21.

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Tysa Baeumel at (909) 797-5117 at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

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

- C. Consideration of Changing the Regular Meeting Dates for Yucaipa Valley Water District Board Meetings and Workshops [[Director Memorandum No. 16-074 - Page 39 of 49](#)]

RECOMMENDED ACTION: No recommendation.

VII. BOARD REPORTS

VIII. DIRECTOR COMMENTS

IX. ANNOUNCEMENTS

- A. August 9, 2016 at 4:00 p.m. - Board Workshop
- B. August 17, 2016 at 6:00 p.m. - Regular Board Meeting
- C. August 24, 2016 at 5:00 p.m. - San Gorgonio Pass Regional Water Alliance at the City of Banning
- D. August 30, 2016 at 4:00 p.m. - Board Workshop
- E. September 7, 2016 at 6:00 p.m. - Regular Board Meeting

X. ADJOURNMENT

Consent Calendar



Yucaipa Valley Water District

MINUTES OF A REGULAR BOARD MEETING

July 20, 2016 at 6:00 P.M.

Directors Present:

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

Staff Present:

Joseph Zoba, General Manager
Jack Nelson, Assistant General Manager
Jennifer Ares, Water Resource Manager
Brent Anton, Engineering Manager
John Hull, Public Works Manager
Vicky Elisalda, Controller
Mike Kostelecky, Senior Plant Operator

Directors Absent:

Tom Shalhoub, Director

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

Linda Shelton, 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 Jay Bogh, Director Lonni Granlund, Director Bruce Granlund, and Director Ken Munoz were present. Director Tom Shalhoub was absent.

ROLL CALL

There were no public comments.

PUBLIC COMMENTS

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

CONSENT CALENDAR

A. Minutes of Meetings

1. Regular Board Meeting – July 6, 2016

B. Payment of Bills

1. Approve/Ratify Invoices for Board Awarded Contracts
2. Ratify General Expenses for June 2016

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 - Absent

General Manager Joseph Zoba discussed the following items:

- The District staff is working with Vavrinek, Trine, Day & Company (VTD) to complete the fiscal year audit for the period ending on June 30, 2016. Correspondence dated July 7, 2016, from VTD was distributed to the Board of Directors and the public regarding the *Auditor's Communication with those Charged with Governance*. The correspondence outlines the scope, timing, and information about communicating directly with the auditors any known matter(s) that have a material bearing on the financial statements.
- The District has completed the transfer of brineline capacity from the San Bernardino Valley Municipal Water District. With the additional capacity, the District anticipates full operation of the brineline and reverse osmosis facility by the end of this month.
- Due to a planned outage of the State Water Project, the amount of imported water treated at the Yucaipa Valley Regional Water Filtration Facility was reduced from 17 cubic feet per second to 10 cubic feet per second on July 15, 2016. The planned flow reduction is expected to last until July 22, 2016.

STAFF REPORT

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

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 - Absent

Following a staff presentation by Controller Vicky Elisalda, Director Bruce Granlund moved and Director Ken Munoz seconded a motion to adopt Resolution 2016-18 for San Bernardino County and Resolution 2016-19 for Riverside County Posting Delinquent Charges to the Property Taxes.

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 - Absent

DISCUSSION ITEMS:

DM 16-066
UNAUDITED
FINANCIAL REPORT
FOR THE PERIOD
ENDING ON JUNE 30,
2016

DM 16-067
AUTHORIZATION TO
POST DELINQUENT
ACCOUNTS TO THE
PROPERTY TAX
ROLLS OF SAN
BERNARDINO
COUNTY AND
RIVERSIDE COUNTY

Following a staff presentation by Engineering Manager Brent Anton, Director Bruce Granlund moved and Director Jay Bogh seconded a motion to approve Development Agreement No. 2016-05 as presented.

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 - Absent

Following a staff presentation by Engineering Manager Brent Anton, Director Jay Bogh moved and Director Ken Munoz seconded a motion to approve Amendment No. 1 to Task Order No. 5 for a sum not to exceed \$102,600.

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 - Absent

Following a staff presentation by Assistant General Manager Jack Nelson, Director Bruce Granlund moved and Director Ken Munoz seconded a motion to adopt Resolution No. 2016-20 as presented.

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 - Absent

Following a staff presentation by General Manager Joseph Zoba, Director Bruce Granlund moved and Director Ken Munoz seconded a motion to authorize the District staff to purchase imported water from the San Bernardino Valley Municipal Water District and the San Gorgonio Pass Water Agency for Calendar Year 2017 pursuant to Director Memorandum No. 16-071.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes

DM 16-068
CONSIDERATION OF
DEVELOPMENT
AGREEMENT NO.
2016-05 TO PROVIDE
SEWER SERVICE TO
THE PRIVATE
DEVELOPMENT OF
ASSESSOR'S PARCEL
NUMBER 411-190-036

DM 16-069
AMENDMENT NO. 1
TO TASK ORDER NO.
5 FOR KRIEGER &
STEWART TO
PROVIDE ADDITIONAL
CONSTRUCTION
MANAGEMENT AND
INSPECTION
SERVICES FOR THE
CONSTRUCTION OF
RESERVOIR R-12.4, A
6.0 MILLION GALLON
WATER STORAGE
RESERVOIR IN
CALIMESA

DM 16-070
ADOPTION OF
RESOLUTION NO.
2016-20 DECLARING
PROPERTY,
EQUIPMENT AND
VEHICLES SURPLUS
TO THE NEEDS OF
THE YUCAIPA VALLEY
WATER DISTRICT

DM 16-071
PURCHASE OF
IMPORTED WATER
FOR CALENDAR YEAR
2017

Director Ken Munoz - Yes
Director Tom Shalhoub - Absent

Reports by Board Members

- Director Bruce Granlund reported on the San Gorgonio Pass Water Agency allocation meeting held on July 11, 2016.
- Director Bruce Granlund reported on the Association of San Bernardino County Special District Association meeting.

BOARD REPORTS

Director Comments

- Director Ken Munoz requested a future board workshop agenda item to discuss the date and time of board meetings and board workshops.
- Director Lonni Granlund requested a future board workshop agenda item to discuss the pre-approval of travel for board members.
- Director Lonni Granlund requested information about the staffing for the Skydrop installers. District staff responded that the Skydrop installers are available to the District as needed.

DIRECTOR
COMMENTS

Director Lonni Granlund called attention to the announcements listed on the agenda.

ANNOUNCEMENTS

The meeting was adjourned at 6:40 p.m.

ADJOURNMENT

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)

MINUTES OF A BOARD WORKSHOP

July 26, 2016 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
Vicky Elisalda, Controller
John Hull, Public Works Manager
Brent Anton, Engineering Manager
John Wrobel, Regulatory & Environmental Control
Manager
Jennifer Ares, Water Resource Manager
Mike Kostelecky, Senior Plant Operator

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

Linda Shelton, Customer
Richard Siegmund, Customer
Michele Braas, Rettew
Mike Turner, Argent Management
Leonard Stevenson, San Gorgonio Pass Water Agency

- I. Call to Order - 4:00 p.m.
- II. Public Comments - The following comments were provided by individuals in the audience:
 - Michele Brass provided information about the services and products offered by her firm related to the use of biogas from the Wochholz Regional Water Recycling Facility.
- III. Staff Report - General Manager Joseph Zoba discussed the following topics:
 - The Department of Water Resources (DWR) completed work at the Crafton Hills Pump Station over the past week. The water quality impacts associated with the planned DWR outage severely impacted the operations of the Yucaipa Valley Regional Water Filtration Facility. The District staff has express our concerns and recommended solutions to representatives from the San Bernardino Valley Municipal Water District and the San Gorgonio Pass Water Agency. A video filmed on Friday, July 22, 2016, illustrated how the low water levels in the Crafton Hills Reservoir created issues with algae and suspended solid material.
- IV. Presentations
 - A. Overview of the California Drought and Yucaipa Valley Water District's Action Plan Related to the State Water Resources Control Board Water Conservation Restrictions [Workshop Memorandum No. 16-110] - General Manager Joseph Zoba provided an overview of the new water conservation regulations approved by the State Water Resources Control Board and that the self-certification water conservation standard for Yucaipa Valley Water District of 20%.
 - B. Overview of a Proposed Consolidated Process Water Purification and Pretreatment Enterprise for Commercial and Industrial Customers [Workshop

Memorandum No. 16-111] - General Manager Joseph Zoba provided information about a potentially new enterprise for the District that would be capable of providing specialized “designer” quality water to commercial manufacturing companies.

- C. Overview of a Refined Methodology for the Collection of Water Facility Capacity Charges for Dual-Plumbed Homes [Workshop Memorandum No. 16-112] - General Manager Joseph Zoba provided an overview of how Facility Capacity Charges can be incorporated into a future water rate structure for all customer classes.
- V. Operational Updates
- A. Status Reports on the Operation of the Recycled Water Desalination Facility and Yucaipa Valley Regional Brineline [Workshop Memorandum No. 16-113] – General Manager Joseph Zoba and Regulatory & Environmental Control Manager John Wrobel provided information about the operation of the reverse osmosis equipment and brineline.
- VI. Capital Improvement Projects
- A. Status Report on the Construction of a 6.0 Million Gallon Drinking Water Reservoir R-12.4 - Calimesa [Workshop Memorandum No. 16-114] - Engineering Manager Brent Anton provided an overview of the drinking water reservoir construction project.
 - B. Status Report on the Construction of Interim Recycled Water Booster Station RWB - 12.4 [Workshop Memorandum No. 16-115] - Engineering Manager Brent Anton provided an overview of the recycled water booster station.
- VII. Policy Issues
- A. Consideration of Changing the Regular Meeting Dates for Yucaipa Valley Water District Board Meetings and Workshops [Workshop Memorandum No. 16-116] – The members of the Board of Directors discussed possible changes to the meeting dates and time for board workshop and regular board meetings.
 - B. Consideration of a Policy Regarding the Pre-Approval of Travel and Lodging Expenses by the Board of Directors [Workshop Memorandum No. 16-117] - The members of the Board of Directors discussed modifications to District policy related to the pre-approval of travel and lodging for the Board of Directors.
 - C. Overview of Guidelines and the Role of Board Members [Workshop Memorandum No. 16-118] – District Legal Counsel David Wysocki discussed the appropriate use of board comments at board meetings to maintain compliance with the Brown Act.
- VIII. Administrative Issues
- A. Purchase of a Water Truck for Routine Use by the Public Works Department [Workshop Memorandum No. 16-119] – Public Works Manager John Hull provided information about the purchase of a water truck for use by the Public Works Department. After considering methods of procurement, the Board of Directors agreed that Public Works Manager John Hull should pursue the purchase of the proposed equipment in the most efficient and effective manner possible.
 - B. Purchase of a Dump Truck for Routine Use by the Public Works Department [Workshop Memorandum No. 16-120] - Public Works Manager John Hull provided information about the purchase of a dump truck for use by the Public Works Department. After considering methods of procurement, the Board of

Directors agreed that Public Works Manager John Hull should pursue the purchase of the proposed equipment in the most efficient and effective manner possible.

- C. Review of Claims for Damage – James Jones [Workshop Memorandum No. 16-121] – Assistant General Manager Jack Nelson provided information about the claim for damages. This item will be presented at the board meeting on August 3 for consideration by the Board of Directors.

IX. Director Comments

- Director Ken Munoz requested information about the meter change out program for large water meters to ensure the meters are recording water usage properly.

- X. Adjournment - The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

Staff Report



Yucaipa Valley Water District

Discussion Items





Date: August 3, 2016

Prepared By: Jack Nelson, Assistant General Manager

Subject: Denial of Claims Related to Construction Work on Yucaipa Valley Water District Property - James Jones

Recommendation: That the Board denies the claims for construction related work on Yucaipa Valley Water District property – James Jones

On July 19, 2016, the Yucaipa Valley Water District received a claim via email from State Compensation Insurance Fund for personal injuries suffered on January 18, 2016 while working for J. Colon Coating on a coating repair project at the Yucaipa Valley Regional Water Filtration Facility.

On July 19, 2016, the Yucaipa Valley Water District received a claim from Perona, Langer, Beck, Serbin, Mendoza, and Harrison, Consumer Litigation Attorneys, on behalf of James Jones for personal injuries suffered on January 18, 2016 while working for J. Colon Coating on a construction repair project location at the Yucaipa Valley Regional Water Filtration Facility. On July 28, 2016, the District received the attached amended claim (attached).

On July 26, 2016, this item was presented and briefly discussed at the board workshop as Workshop Memorandum No. 16-121.

Upon recommendation from District Legal Counsel, staff recommends denial of the claim and referral to the District's property insurance company.

Attachments

**Yucaipa Valley Water District
Attn: Board Secretary
12770 Second Street
Yucaipa Ca, 92399**



Yucaipa Valley Water District

12770 Second Street • P.O. Box 458 • Yucaipa, CA 92399 • (714) 797-5117

CLAIM FOR DAMAGES TO PERSON OR PROPERTY

INSTRUCTIONS

1. Claims for death, injury to person or to personal property must be filed not later than six months after the occurrence. (Gov. Code Sec. 911.2)
2. Claims for damages relating to any other cause of action must be filed not later than 1 year after the occurrence. (Gov. Code Sec. 911.2)
3. Read entire claim before filing.
4. See Page 2 for diagram upon which to locate place of accident.
5. This claim form must be signed on page 2 at bottom.
6. Attach separate sheets, if necessary, to give full details. SIGN EACH SHEET.
7. Claim must be filed with Board Secretary.

James Jones

Name of Claimant

3049 N. F Street San Bernardino CA 92405
Home Address of Claimant City and State

909 521-6347 / 909-989-6507
Home Telephone Number Business Telephone Number

J. Colon Coatings 6047 Carol Ave / Alta Loma CA 91701
Business Address of Claimant City and State

State Compensation Insurance Fund
PO Box 65005 Fresno CA 93650 Claim # 06163472

Give address to which you desire notices or communications to be sent regarding this claim:

1/18/16

When did DAMAGE or INJURY occur?

Date:

Time:

MR Jones Fell into Pit at 35477 Oak Glen Road

How did DAMAGE or INJURY occur? Give full particulars.

35477 Oak Glen Road Yucaipa CA 92399
Where did DAMAGE or INJURY occur? Describe fully, and locate on diagram on reverse side of this sheet. Where appropriate, give street names and addresses and measurements from landmarks:

Called and put water district on Notice on 1/18/16 by leaving message for Jack Nelson on his voice mail. R. Adelak

What particular ACT or OMISSION do you claim caused the injury or damage? Give names of District employees causing the injury or damage, if known:

Unknown

What DAMAGE or INJURIES do you claim resulted? Give full extent of injuries or damages claimed:

Unknown

What AMOUNT do you claim on account of each item of injury or damage as of the date of presentation of this claim, giving basis of computation:

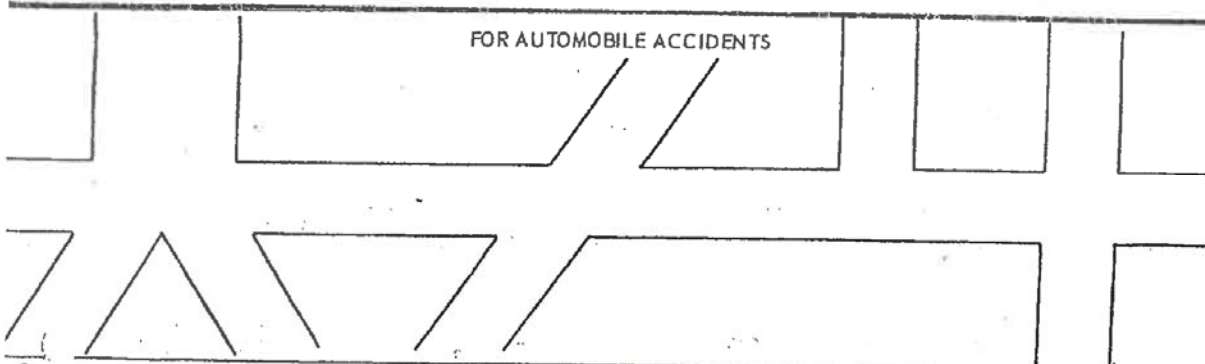
Unknown

Give ESTIMATED AMOUNT as far as known, that you claim on account of each item of prospective injury or damage, giving basis of computation:

Name and address of Witnesses, Doctors and Hospitals

READ CAREFULLY

For all accident claims place on following diagram names of streets, including North, East, South, and West: indicate place of accident by "X" and by showing house numbers of distances to street corners. If District Vehicle was involved, designate by letter "A" location of District vehicle when you first saw it, and by "B" location of yourself or your vehicle when you first saw District vehicle; location of District vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X".
NOTE: If diagrams below do not fit the situation, attach hereto a proper diagram signed by claimant.



Signature of Claimant or person filing on his behalf giving relationship to Claimant: <u>Richard Oelrich</u> <u>State Compensation Insurance Fund</u>	Workers Comp. <u>714-479-1517</u> Typed Name <u>Richard Oelrich</u>	Date <u>7/19/16</u>
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NOTE: Presentation of a false claim is a felony (Cal. Pen. Code Sec. 72)

Attachments

P · L · B · S · M · H

PERONA LANGER BECK SERBIN MENDOZA HARRISON

Consumer Litigation Attorneys

Refer to File No.

- * MAJOR A. LANGER
- RONALD BECK
- * ELLEN R. SERBIN
- † JOHN A. MENDOZA
- TODD H. HARRISON
- ALVIN CHANG
- JONATHAN P. BRIAN
- BRENNAN S. KAHN
- ERIC N. SCHWARTZ
- JERRY C. CHANG
- JENNIE H. KIM
- CODY LUND
- WILLIAM CARR
- PATRICK M. HAWKINS
- † MITCHELL P. BECK
- ALEXIS M. LANGER
- LEONARD RETTER
- JON DODART
- RAQUEL CRUZ

CERTIFIED RETURN RECEIPT REQUESTED

July 15, 2016

YUCAIPA VALLEY WATER DISTRICT
12770 Second Street
Yucaipa, CA 92399

RECEIVED
JUL 19 2016
YUCAIPA VALLEY
WATER DISTRICT

Re: Claim of James Jones

To the Yucaipa Valley Water District

Enclosed please find a government claim for damages ("Claims") on behalf of our client James Jones. Our client's deadline to file tort Claims is Monday, July 18, 2016, based on the date of loss of January 18, 2016.

Please file the enclosed Claim and return a stamped copy of the first page (one is enclosed, along with a self-addressed stamped envelope, for your convenience) as proof of date of filing,

Thank you for your courtesy and cooperation in this matter.

Sincerely



KARINA TELLECHEA
Senior Serious Injury Specialist

/kt
Encls.

*ALSO MEMBER NEW YORK BAR
**ALSO MEMBER ARIZONA BAR
†OF COUNSEL

JAMES T. PERONA
RETIRED

STEPHANIE GRANT
ADMINISTRATOR

300 East San Antonio Drive • Long Beach, California 90807
562.426.6155 telephone • 562.490.9823 facsimile • www.plbsm.com

1 MAJOR A. LANGER, State Bar No. 41440
ALVIN CHANG, State Bar No. 222620

(Space Below for Filing Stamp Only)

2 **PERONA, LANGER, BECK, SERBIN, MENDOZA & HARRISON**
A Professional Corporation
3 300 E. San Antonio Drive
Long Beach, CA 90807
4 (562) 426-6155
(562) 490-9823 (Fax)

5
6 Attorneys for Claimant

7
8 CLAIM FOR DAMAGES

9
10 IN THE MATTER OF THE CLAIM OF:

**CLAIM FOR DAMAGES TO
GOVERNMENTAL/PUBLIC ENTITY
PURSUANT TO GOVERNMENT CODE**

11 JAMES JONES, an individual

[Government Code § 910]

12 Claimant,

13 vs.

14 YUCAIPA VALLEY WATER DISTRICT

15 Respondent.

16
17 TO: YUCAIPA VALLEY WATER DISTRICT
18 12770 Second Street
Yucaipa, CA 92399
19

20 Pursuant to the provisions Government Code section 905, 910, et seq. demand is
21 hereby made by claimant JAMES JONES against respondent YUCAIPA VALLEY WATER
22 DISTRICT, a public entity, at 12770 Second Street, Yucaipa, CA 92399, in an amount in
23 excess of the jurisdictional limits of the Superior Court of the State of California. In support
24 of said claim, the following information is submitted:

25 1. **Claimant:** JAMES JONES, an individual (hereinafter "Claimant JONES").

26 2. **Address to Which Claimant Wished Correspondence to Be Mailed:**

27 Perona, Langer, Beck, Serbin, Mendoza & Harrison, 300 E. San Antonio Drive, Long
28 Beach, CA 90807; (562) 426-6155.

1 3. **Nature of Injuries:** Claimant JONES suffered serious permanent injuries
2 which include, but are not limited to, L1 vertebral body compression/burst fracture involving
3 the anterior and posterior cortices of the superior endplate, as well as severe
4 psychological/emotional injuries.

5 Claimant JONES has suffered, and will suffer: substantial medical costs, both past
6 and future; loss of earnings and/or loss of earning capacity, both past and future; and
7 general damages, both past and future.

8 4. **Amount of Claimed Damages:** The amount of claimed damages is in
9 excess of the jurisdictional limits of the Superior Court and believed to be in excess of two
10 million. The exact amount of said losses will be stated according to proof, pursuant to
11 Code of Civil Procedure section 425.10.

12 5. **Date Damages Occurred:** January 18, 2016.

13 6. **Place Where Damages Occurred:** At the Yucaipa Valley Water District
14 filtration plant, located at 35477 Oak Glen Road, Yucaipa, CA 92399.

15 7. **Governmental Entities Alleged to Be at Fault:** Respondent YUCAIPA
16 VALLEY WATER DISTRICT and its employees, agents, servants, and independent
17 contractors, and each of them.

18 8. **Names of Witnesses:**

- 19 a. Johnny Vasquez, Supervisor for J. Colon Coating;
20 b. David (last name unknown), Safety Inspector for Harper Inspections;
21 c. Sam Colon, Supervisor for J. Colon Coating;
22 d. Cindy Colon, Safety Inspector for J. Colon Coating;
23 e. Jamie Prader, Foreman for J. Colon Coating;
24 f. Chris Smith, Worker for J. Colon Coating;
25 g. As-yet unidentified medical personnel, including but not limited to
26 those at Kaiser Permanente Fontana Medical Center, 9961 Sierra Avenue, Fontana, CA
27 92335.

28 9. **Nature of the Case:** Liability for dangerous condition of public property,

1 pursuant to Government Code Section 835, et seq.; liability for negligence or reckless acts
2 of employees, agents, or independent contractors, pursuant to Government Code sections
3 815.2, 815.4, 820, 840.2, et seq.

4 On January 18, 2016, at approximately 8:30 a.m., Claimant JONES reported to work
5 for J. Colon Coating at Respondent 35477 Oak Glen Road, Yucaipa, CA 92399. Crystal
6 Creek Water Treatment Plant also known as the Filtration Plant, located at 35477 Oak
7 Glen Road, Yucaipa, CA 92399. Claimant Jones was an employee of J. Colon Coating
8 who had been contracted by YUCAIPA VALLEY WATER DISTRICT to perform
9 sandblasting/plastering work in one of their underground tunnels. It was Claimant's
10 JONES first day reporting to work at the job site. In order to reach the location where work
11 was being performed Claimant JONES was required to descend six feet from a manhole
12 into the underground tunnel. The underground tunnel was very dark and there was no
13 lighting inside. The only light was the natural outdoor lighting coming from the manhole.
14 After descending from the manhole Claimant JONES was walking inside the dark tunnel
15 when he fell approximately ten feet (or more) through an unlit, unprotected and unmarked
16 opening on the ground (hereinafter "SUBJECT OPENING"). Claimant Jones could not see
17 the SUBJECT OPENING due to the dark conditions. As a result, when Claimant Jones
18 attempted to walk he fell through the SUBJECT OPENING approximately 10 feet (or more)
19 to a bunker below, suffering severe and permanent injuries as a result. (The facts in the
20 preceding paragraphs are referred hereinafter collectively as the "SUBJECT INCIDENT.")

21 **10. Action of Public Employee(s) That Caused Injury, Damages, and Loss:**

22 Claimant JONES is informed and believes, and thereon alleges, that Respondent
23 YUCAIPA VALLEY WATER DISTRICT, owned, built, drafted, engineered, designed,
24 inspected, regulated, modified, directed, supervised, planned, contracted, maintained, and
25 controlled the property where the SUBJECT INCIDENT occurred, including the SUBJECT
26 OPENING.

27 At the time of the SUBJECT INCIDENT, at the location of the public property located
28 at 35477 Oak Glen Road, Yucaipa, CA 92399, there existed various dangerous

1 condition(s) on said property that created a substantial risk of injury when such property
2 was used with due care in a manner in which it is and was reasonably foreseeable that it
3 would be used, including, but not limited to, in the following respects:

4 a. The SUBJECT OPENING lacks any, or has insufficient and/or
5 defective barriers, lighting, warning signs or signals, or other forms of warning to protect
6 persons such as Claimant JONES, from the unreasonable risk or harm posed by the
7 SUBJECT OPENING.

8 b. The SUBJECT OPENING included the existence of various features,
9 including, but not limited to, the unprotected, unmarked SUBJECT OPENING, which pose
10 an unreasonable risk of harm to persons, such as Claimant JONES.

11 c. The SUBJECT OPENING in its totality is improperly and dangerously
12 designed, created and/or aggravating a confusing and inherently dangerous condition, by
13 virtue of, but not limited to, the presence of the unprotected, unmarked SUBJECT
14 OPENING, that is flushed with the ground, thereby creating a concealed trap.

15 d. The SUBJECT OPENING lacks a reasonable line of sight.
16 Specifically, person's walking near the SUBJECT OPENING, do not have a reasonable
17 line of sight to see the hazards of the SUBJECT OPENING, including the unprotected,
18 unmarked SUBJECT OPENING, thereby creating a concealed trap:

19 i. The SUBJECT OPENING is flushed with the ground thereby
20 creating a trap;

21 ii. The SUBJECT OPENING itself is unlit, the surrounding area is
22 unlit, unmarked, and unprotected in any way, thereby creating a concealed trap.

23 e. The SUBJECT OPENING lacks any, or has insufficient, warning signs,
24 either temporary or permanent, that would provide warning to persons near to SUBJECT
25 OPENING about the dangerous condition described herein.

26 f. Any existing warning signs, either temporary or permanent, that would
27 provide warning to persons encountering the dangerous condition of the SUBJECT
28 OPENING, were defective, inadequate, and/or not properly functioning.

1 h. Respondent YUCAIPA VALLEY WATER DISTRICT failed to maintain
2 SUBJECT OPENING and related signage and devices, so as to create a concealed trap.

3 i. Respondent YUCAIPA VALLEY WATER DISTRICT failed to provide
4 any, or failed to maintain adequate, lighting, barriers, safety devices to protected persons
5 on their property from the risk of falling a large distance through the SUBJECT OPENING,
6 despite this risk being foreseeable.

7 j. All of the above-referenced conditions, and each of them, created a
8 dangerous condition to foreseeable users of the SUBJECT OPENING, including Claimant
9 JONES.

10 Claimant JONES further is informed and believes that Respondent YUCAIPA
11 VALLEY WATER DISTRICT caused, created, and/or allowed to exist, and allowed to
12 continue to exist, said dangerous condition(s) with respect to the SUBJECT OPENING.
13 Claimant JONES is further informed and believes, and thereon alleges, that Respondent
14 YUCAIPA VALLEY WATER DISTRICT misconduct in causing, creating, allowing to exist,
15 and allowed to continue to exist, said dangerous condition(s) with respect to the SUBJECT
16 OPENING, created a reasonably foreseeable risk of injury to persons.

17 Based upon the aforementioned facts, said property, including the SUBJECT
18 OPENING, constituted a dangerous condition of public property at the time of the
19 SUBJECT INCIDENT for many reasons.

20 Claimant JONES is informed and believes, and thereon alleges, that Respondent
21 YUCAIPA VALLEY WATER DISTRICT had, within the meaning of Government Code
22 section 835.2, actual and constructive knowledge of the said dangerous condition and
23 defective conditions of the SUBJECT OPENING, for a sufficient period of time prior to the
24 SUBJECT INCIDENT to have taken measures to prevent such incidents.

25 Claimant JONES is informed and believes, and thereon alleges, that said dangerous
26 condition(s) were not, nor would have been, reasonably apparent and were not, nor would
27 not have been anticipated by, persons exercising due care, such as Claimant JONES. For
28 those reasons and others stated above the SUBJECT OPENING, constituted a trap for

1 those exercising due care and acting in a foreseeable manner, including Claimant JONES.
 2 Claimant JONES further alleges that Respondent YUCAIPA VALLEY WATER
 3 DISTRICT and its employees, agents, servants, and independent contractors are liable for
 4 Claimant JONES's damages pursuant to Government Code sections 815.2, 815.4, 820,
 5 840.2, et. seq., for negligently, carelessly, and/or recklessly owning, designing, maintaining,
 6 allowing, permitting, regulating, controlling, servicing, inspecting, repairing, modifying,
 7 altering, improving, constructing, warning or failing to warn, and/or supervising the
 8 SUBJECT OPENING, and said negligent, careless, and reckless acts, or failure to act,
 9 created said dangerous and defective condition(s) of said property, which legally caused
 10 the SUBJECT INCIDENT and the injuries and damages to Claimant JONES, as herein
 11 alleged.

12 Claimant JONES is further informed and believes, and thereon alleges, that said
 13 dangerous condition(s) were the legal, direct, and proximate cause of the injury and
 14 damages suffered by Claimant JONES.

15 11. Reservation of Rights to Amend and/or Supplement Claim: Claimant JONES
 16 reserves the right to amend and/or supplement this claim for damages, including asserting
 17 new theories of liability or causes of action, upon discovery of new additional information or
 18 facts.

19
 20 DATED: July 15, 2016.

21
 22 
 23 MAJOR A. LANGER
 24 ALVIN CHANG, Members of
 25 PERONA, LANGER, BECK, SERBIN, MENDOZA &
 26 HARRISON
 27 A Professional Corporation
 28 Attorneys for Claimant

PROOF OF SERVICE

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

I am employed in the County of Los Angeles, State of California in the offices of a member of the Bar of this Court. I am over the age of 18 and not a party to the within action; my business address is 300 San Antonio Drive, Long Beach, California 90807-0948. On the date given, I served the following documents:

CLAIM FOR DAMAGES TO GOVERNMENTAL/PUBLIC ENTITY

on the interested parties through their attorneys of record by placing true and correct copies thereof addressed as shown on the attached list, as designated below:

- BY FIRST CLASS MAIL (C.C.P. §§ 1013a, et seq.):** I caused said document(s) to be deposited in the United States Mail in a sealed envelope with postage fully prepaid at Long Beach, California, following the ordinary practice at my place of business of collection and processing of mail on the same day as shown on this declaration.
- BY HAND DELIVERY/PERSONAL SERVICE (C.C.P. §§ 1011, et seq.):** I caused said document(s) to be personally delivered by a courier to each addressee.
- BY TELECOPY/FACSIMILE (C.C.P. §§ 1012.5, et seq.):** I caused said document(s) to be telecopied to each addressee's telecopier ("Fax") number.
- BY EXPRESS MAIL (C.C.P. §§ 1013(c)(d), et seq.):** I caused said document(s) to be deposited with an express service carrier in a sealed envelope designed by the carrier as an express mail envelope, with fees and postage prepaid.
- BY REGISTERED MAIL (C.C.P. §§ 1020, et seq.):** I caused said document(s) to be deposited with the United States Mail, postage prepaid, return receipt requested, signed by addressee that said documents were received.

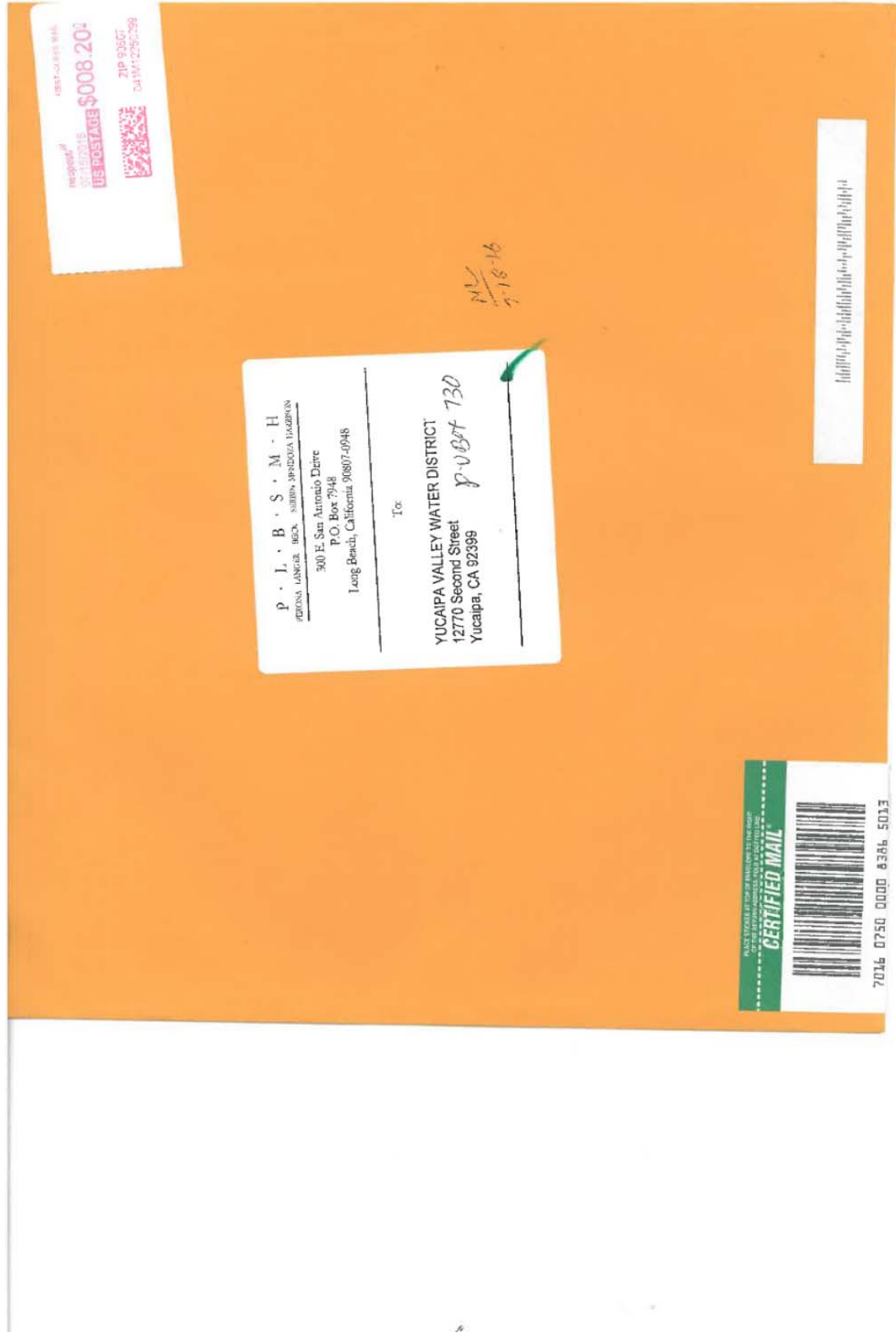
I declare under penalty of perjury under the laws of the State of California and of the United States of America that the above is true and correct.

I declare that I am employed in the office of a member of the bar of this Court at whose direction the service is made.

DATED: July 15, 2016.



Karina Tellechea



P · L · B · S · M · H

PERONA LANGER BECK SERBIN MENDOZA HARRISON

Consumer Litigation Attorneys

* MAJOR A. LANGER
 RONALD BECK
 † ELLEN R. SERBIN
 † JOHN A. MENDOZA
 TODD H. HARRISON
 ALVIN CHANG
 JONATHAN P. BRIAN
 BRENNAN S. KAHN
 ERIC N. SCHWARTZ
 JERRY C. CHANG
 JENNIE H. KIM
 CODY LUND
 WILLIAM CARR
 PATRICK M. HAWKINS
 † MITCHELL P. BECK
 ALEXIS M. LANGER
 LEONARD RETTER
 JON DODART
 RAQUEL CRUZ

* ALSO MEMBER NEW YORK BAR
 ** ALSO MEMBER ARIZONA BAR
 † OF COUNSEL

JAMES T. PERONA
 RETIRED

STEPHANIE GRANT
 ADMINISTRATOR

Refer to File No.

July 25, 2016

RECEIVED

JUL 28 2016

YUCAIPA VALLEY
 WATER DISTRICT

YUCAIPA VALLEY WATER DISTRICT
 12770 Second Street
 Yucaipa, CA 92399

Re: Amended Claim of James Jones

To the Yucaipa Valley Water District

Enclosed please find the Amended Claim for Damages on behalf of our client James Jones.

Please file the enclosed Amended Claim for Damages and return a stamped copy of the first page (one is enclosed, along with a self-addressed stamped envelope, for your convenience).

Very truly yours



KARINA TELLECHEA
 Senior Serious Injury Specialist

kt
 Encls.

300 East San Antonio Drive • Long Beach, California 90807
 562.426.6155 telephone • 562.490.9823 facsimile • www.plbsrn.com

1 MAJOR A. LANGER, State Bar No. 41440 (Space Below for Filing Stamp Only)
 2 ALVIN CHANG, State Bar No. 222620
 3 **PERONA, LANGER, BECK, SERBIN, MENDOZA & HARRISON**
 4 A Professional Corporation
 5 300 E. San Antonio Drive
 6 Long Beach, CA 90807
 7 (562) 426-6155
 8 (562) 490-9823 (Fax)

9 Attorneys for Claimant

10 CLAIM FOR DAMAGES

11 IN THE MATTER OF THE CLAIM OF: 12 JAMES JONES, an individual 13 14 Claimant, 15 16 vs. 17 18 YUCAIPA VALLEY WATER DISTRICT 19 20 Respondent.	21 AMENDED CLAIM FOR DAMAGES TO 22 GOVERNMENTAL/PUBLIC ENTITY 23 PURSUANT TO GOVERNMENT CODE 24 25 [<i>Government Code</i> § 910]
--	---

26
 27 TO: YUCAIPA VALLEY WATER DISTRICT
 28 12770 Second Street
 Yucaipa, CA 92399

Pursuant to the provisions Government Code section 905, 910, et seq. demand is hereby made by claimant JAMES JONES against respondent YUCAIPA VALLEY WATER DISTRICT, a public entity, at 12770 Second Street, Yucaipa, CA 92399, in an amount in excess of five million dollars. In support of said claim, the following information is submitted:

1. **Claimant:** JAMES JONES, an individual (hereinafter "Claimant JONES").
2. **Address to Which Claimant Wished Correspondence to Be Mailed:**
 Perona, Langer, Beck, Serbin, Mendoza & Harrison, 300 E. San Antonio Drive, Long Beach, CA 90807; (562) 426-6155.

1 3. **Nature of Injuries:** Claimant JONES suffered serious permanent injuries
2 which include, but are not limited to, L1 vertebral body compression/burst fracture involving
3 the anterior and posterior cortices of the superior endplate, as well as severe
4 psychological/emotional injuries.

5 Claimant JONES has suffered, and will suffer: substantial medical costs, both past
6 and future; loss of earnings and/or loss of earning capacity, both past and future; and
7 general damages, both past and future.

8 4. **Amount of Claimed Damages:** The amount of claimed damages is in
9 excess of the jurisdictional limits of the Superior Court and believed to be in excess of five
10 million. The exact amount of said losses will be stated according to proof, pursuant to
11 Code of Civil Procedure section 425.10.

12 5. **Date Damages Occurred:** January 18, 2016.

13 6. **Place Where Damages Occurred:** At the Yucaipa Valley Water District
14 filtration plant, located at 35477 Oak Glen Road, Yucaipa, CA 92399.

15 7. **Governmental Entities Alleged to Be at Fault:** Respondent YUCAIPA
16 VALLEY WATER DISTRICT and its employees, agents, servants, and independent
17 contractors, and each of them.

18 8. **Names of Witnesses:**

- 19 a. Johnny Vasquez, Supervisor for J. Colon Coating;
20 b. David (last name unknown), Safety Inspector for Harper Inspections;
21 c. Sam Colon, Supervisor for J. Colon Coating;
22 d. Cindy Colon, Safety Inspector for J. Colon Coating;
23 e. Jamie Prader, Foreman for J. Colon Coating;
24 f. Chris Smith, Worker for J. Colon Coating;
25 g. As-yet unidentified medical personnel, including but not limited to
26 those at Kaiser Permanente Fontana Medical Center, 9961 Sierra Avenue, Fontana, CA
27 92335.

28 9. **Nature of the Case:** Liability for dangerous condition of public property,

1 pursuant to Government Code Section 835, et seq.; liability for negligence or reckless acts
2 of employees, agents, or independent contractors, pursuant to Government Code sections
3 815.2, 815.4, 820, 840.2, et seq.

4 On January 18, 2016, at approximately 8:30 a.m., Claimant JONES reported to work
5 for J. Colon Coating at Respondent 35477 Oak Glen Road, Yucaipa, CA 92399. Crystal
6 Creek Water Treatment Plant also known as the Filtration Plant, located at 35477 Oak
7 Glen Road, Yucaipa, CA 92399. Claimant Jones was an employee of J. Colon Coating
8 who had been contracted by YUCAIPA VALLEY WATER DISTRICT to perform
9 sandblasting/plastering work in one of their underground tunnels. It was Claimant's
10 JONES first day reporting to work at the job site. In order to reach the location where work
11 was being performed Claimant JONES was required to descend six feet from a manhole
12 into the underground tunnel. The underground tunnel was very dark and there was no
13 lighting inside. The only light was the natural outdoor lighting coming from the manhole.
14 After descending from the manhole Claimant JONES was walking inside the dark tunnel
15 when he fell approximately ten feet (or more) through an unlit, unprotected and unmarked
16 opening on the ground (hereinafter "SUBJECT OPENING"). Claimant Jones could not see
17 the SUBJECT OPENING due to the dark conditions. As a result, when Claimant Jones
18 attempted to walk he fell through the SUBJECT OPENING approximately 10 feet (or more)
19 to a bunker below, suffering severe and permanent injuries as a result. (The facts in the
20 preceding paragraphs are referred hereinafter collectively as the "SUBJECT INCIDENT.")

21 **10. Action of Public Employee(s) That Caused Injury, Damages, and Loss:**

22 Claimant JONES is informed and believes, and thereon alleges, that Respondent
23 YUCAIPA VALLEY WATER DISTRICT, owned, built, drafted, engineered, designed,
24 inspected, regulated, modified, directed, supervised, planned, contracted, maintained, and
25 controlled the property where the SUBJECT INCIDENT occurred, including the SUBJECT
26 OPENING.

27 At the time of the SUBJECT INCIDENT, at the location of the public property located
28 at 35477 Oak Glen Road, Yucaipa, CA 92399, there existed various dangerous

1 condition(s) on said property that created a substantial risk of injury when such property
2 was used with due care in a manner in which it is and was reasonably foreseeable that it
3 would be used, including, but not limited to, in the following respects:

4 a. The SUBJECT OPENING lacks any, or has insufficient and/or
5 defective barriers, lighting, warning signs or signals, or other forms of warning to protect
6 persons such as Claimant JONES, from the unreasonable risk or harm posed by the
7 SUBJECT OPENING.

8 b. The SUBJECT OPENING included the existence of various features,
9 including, but not limited to, the unprotected, unmarked SUBJECT OPENING, which pose
10 an unreasonable risk of harm to persons, such as Claimant JONES.

11 c. The SUBJECT OPENING in its totality is improperly and dangerously
12 designed, created and/or aggravating a confusing and inherently dangerous condition, by
13 virtue of, but not limited to, the presence of the unprotected, unmarked SUBJECT
14 OPENING, that is flushed with the ground, thereby creating a concealed trap.

15 d. The SUBJECT OPENING lacks a reasonable line of sight.
16 Specifically, person's walking near the SUBJECT OPENING, do not have a reasonable
17 line of sight to see the hazards of the SUBJECT OPENING, including the unprotected,
18 unmarked SUBJECT OPENING, thereby creating a concealed trap:

19 i. The SUBJECT OPENING is flushed with the ground thereby
20 creating a trap;

21 ii. The SUBJECT OPENING itself is unlit, the surrounding area is
22 unlit, unmarked, and unprotected in any way, thereby creating a concealed trap.

23 e. The SUBJECT OPENING lacks any, or has insufficient, warning signs,
24 either temporary or permanent, that would provide warning to persons near to SUBJECT
25 OPENING about the dangerous condition described herein.

26 f. Any existing warning signs, either temporary or permanent, that would
27 provide warning to persons encountering the dangerous condition of the SUBJECT
28 OPENING, were defective, inadequate, and/or not properly functioning.

1 h. Respondent YUCAIPA VALLEY WATER DISTRICT failed to maintain
2 SUBJECT OPENING and related signage and devices, so as to create a concealed trap.

3 i. Respondent YUCAIPA VALLEY WATER DISTRICT failed to provide
4 any, or failed to maintain adequate, lighting, barriers, safety devices to protected persons
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19
 20 DATED: July 25, 2016.



21
 22 MAJOR A. LANGER
 23 ALVIN CHANG, Members of
 24 PERONA, LANGER, BECK, SERBIN, MENDOZA &
 25 HARRISON
 26 A Professional Corporation
 27 Attorneys for Claimant
 28

PROOF OF SERVICE

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

I am employed in the County of Los Angeles, State of California in the offices of a member of the Bar of this Court. I am over the age of 18 and not a party to the within action; my business address is 300 San Antonio Drive, Long Beach, California 90807-0948. On the date given, I served the following documents:

CLAIM FOR DAMAGES TO GOVERNMENTAL/PUBLIC ENTITY

on the interested parties through their attorneys of record by placing true and correct copies thereof addressed as shown on the attached list, as designated below:

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- (X) **BY REGISTERED MAIL (C.C.P. §§ 1020, et seq.):** I caused said document(s) to be deposited with the United States Mail, postage prepaid, return receipt requested, signed by addressee that said documents were received.

I declare under penalty of perjury under the laws of the State of California and of the United States of America that the above is true and correct.

I declare that I am employed in the office of a member of the bar of this Court at whose direction the service is made.

DATED: July 25, 2016.



Karina Tellechea

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Name and Address 1	
YUCAIPA VALLEY WATER DISTRICT 12770 Second Street Yucaipa, CA 92399	



Date: August 3, 2016

Prepared By: Joseph Zoba, General Manager

Subject: Consideration of Resolution No. 2016-21 Updating the Policy for Reimbursement of Actual and Necessary Expenses of the Board of Directors

Recommendation: That the Board reviews the proposed changes and considers the adoption of Resolution 2016-21.

Each year the Board of Directors review the *Reimbursement Policy and Compensation Paid to Members of the Board of Directors Pursuant to Assembly Bill No. 1234*. This year, this memorandum was presented on January 6, 2016 as Director Memorandum No. 16-003.

At the July 20, 2016 regular board meeting, the District staff was asked to suggest a draft policy related to the pre-approval of travel and lodging expenses for board members. Based on the request at the board meeting, the following change can be made to Resolution No. 10-2007 to provide the Board of Directors with the pre-approval of travel expenses incurred by members of the Board of Directors.

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

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

(b) ~~Other actual, necessary and reasonable travel and~~ Travel and lodging expenses that have been approved by the Board of Directors prior to the date the meeting, seminar or event.

(c) MMeal expenses incurred by a board member in attending such meetings with detailed receipts;

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

This item was discussed at the board workshop on July 26, 2016 as Workshop Memorandum No. 16-117.

A draft version of Resolution No. 2016-21 is attached for your review, comment and possible adoption.

RESOLUTION NO. 2016-21**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
YUCAIPA VALLEY WATER DISTRICT
UPDATING THE POLICY FOR REIMBURSEMENT OF ACTUAL
AND NECESSARY EXPENSES OF THE BOARD OF DIRECTORS**

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

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

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

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

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

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

1. Additional Compensable Meetings. As permitted by Government Code, Section 53232.1(d) the per day compensation authorized by Ordinance No. 53-2007 shall also be paid for a Board member's attendance at a meeting of South Mesa Mutual Water Company or Western Heights Mutual Water Company, an association or organization related to the services provided by the District, any meeting or hearing of any joint powers authority, local, state or federal agency or any board, commission, committee or department thereof, and any tours, field trips or informal business meetings with District staff in the performance of the official duties of the Board of Directors; provided, however, that the total number of compensable days in any calendar month for all meetings attended by a Board member shall not exceed the maximum set forth in the District's Ordinance No. 53-2007.
2. Reimbursable Expenses of Board Members. As authorized by Government Code, Section 53232.2 the following actual and necessary expenses incurred by Board members in the performance of their official duties shall be reimbursed by the District:

- (a) Mileage at the rate established by the Internal Revenue Service to and from all Meetings as defined by the District's Ordinance No. 53-2007 and this Resolution;
 - (b) ~~Other actual, necessary and reasonable travel and~~ Travel and lodging expenses that have been approved by the Board of Directors prior to the date the meeting, seminar or event.
 - (c) Meal expenses incurred by a board member in attending such meetings with detailed receipts;
 - (d) ~~(e)~~ Lodging costs, in connection with a conference or organized educational activity conducted in compliance with the Brown Act, including but not limited to the ethics training in Section 4 below, shall not exceed the maximum group rate published by the conference or activity sponsor or if no group rate is provided then the lodging cost shall not exceed the government and group rates offered by a provider of transportation or lodging services for travel and lodging when available.
3. Expense Report Requirements. The District shall provide written expense report forms to be filed by the District's Board members for reimbursement of actual and necessary expenses incurred on behalf of the District in performance of official duties. Such filings shall include all receipts for such expenses. Reimbursable expenses to be reported shall include, but not be limited to, mileage, meals, lodging and other travel-related expenses. All such expense reports shall constitute public records under the California Public Records Act. The District Board member shall provide brief oral reports on meetings attended at the expense of the District at the next regular meeting of the District's Board of Directors.
 4. Ethics Training. Pursuant to Government Code, Section 53234 each Board member shall attend at least two (2) hours of ethics training every two (2) years at the expense of the District. Such ethics training must be approved or authorized by the California Attorney General's Office and the Fair Political Practices Commission. Written proof of such ethics training must be filed by each Board member with the District and the District shall retain records of such ethics training for at least five (5) years after the Board member receives such training.
 5. Effective Date. This Resolution shall be effective August 3, 2016, and hereby supersedes Resolution Nos. 36-2005 and 10-2007.

PASSED AND ADOPTED this 3rd day of August 2016.

YUCAIPA VALLEY WATER DISTRICT

Lonni Granlund, President Board of Directors

ATTEST:

Joseph B. Zoba, General Manager



Date: August 3, 2016

Prepared By: Joseph Zoba, General Manager

Subject: Consideration of Changing the Regular Meeting Dates for Yucaipa Valley Water District Board Meetings and Workshops

Recommendation: No recommendation.

At the July 20, 2016 regular board meeting, the District staff was asked to prepare a workshop agenda item to discuss the current meeting dates and times for board meetings and board workshops. Currently, the District conducts regular board meetings on the first and third Wednesday of every month and workshops on the second and last Tuesday of every month [Workshop Memorandum No. 16-116].

Based on the discussion at the board workshop held on July 26, 2016, there are many different alternatives if the board members are interested in changing the current schedule for meetings.

Board Reports & Director Comments



Yucaipa Valley Water District

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
62 full time employees

Operating Budget: Water Division - \$13,397,500
Sewer Division - \$11,820,000
Recycled Water Division - \$537,250
Total Annual Budget - \$25,754,750

Number of Services: 12,434 water connections serving 17,179 units
13,559 sewer connections serving 20,519 units
64 recycled water connections

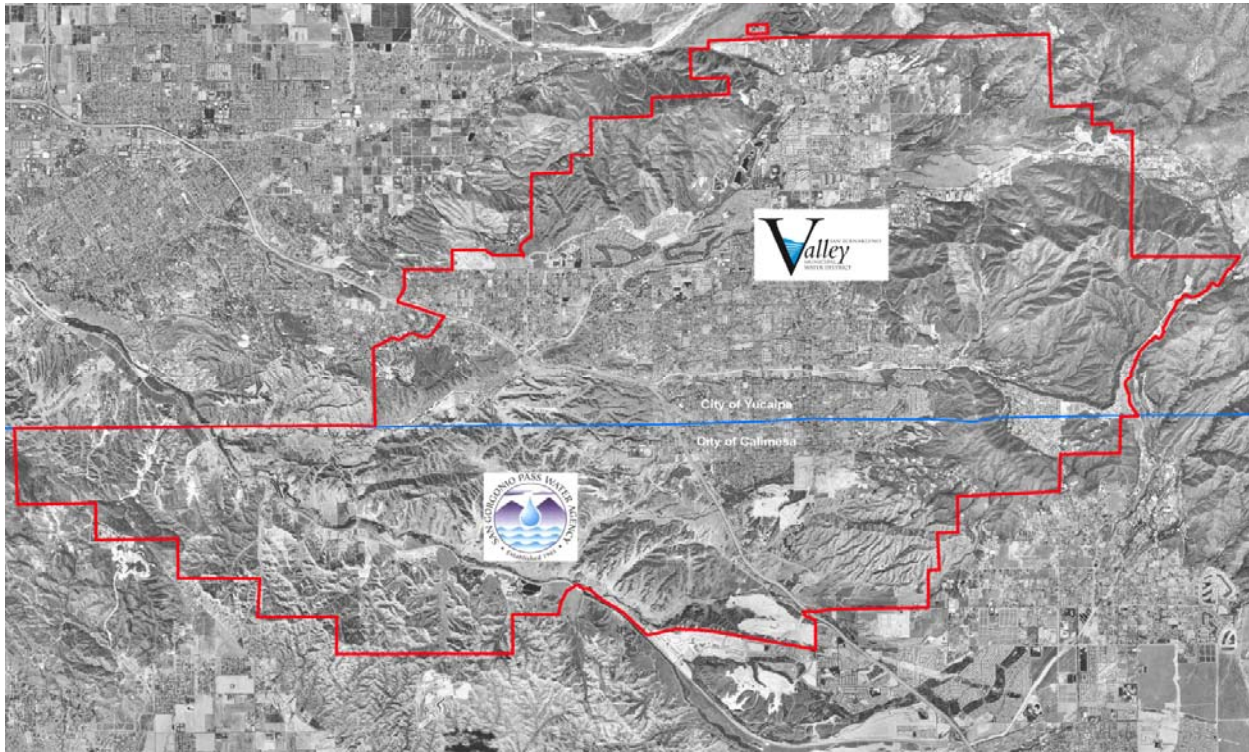
Water System: 215 miles of drinking water pipelines
27 reservoirs - 34 million gallons of storage capacity
18 pressure zones
12,000 ac-ft annual water demand (3.9 billion gallons)
Two water filtration facilities:
- 1 mgd at Oak Glen Surface Water Filtration Facility
- 12 mgd at Yucaipa Valley Regional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

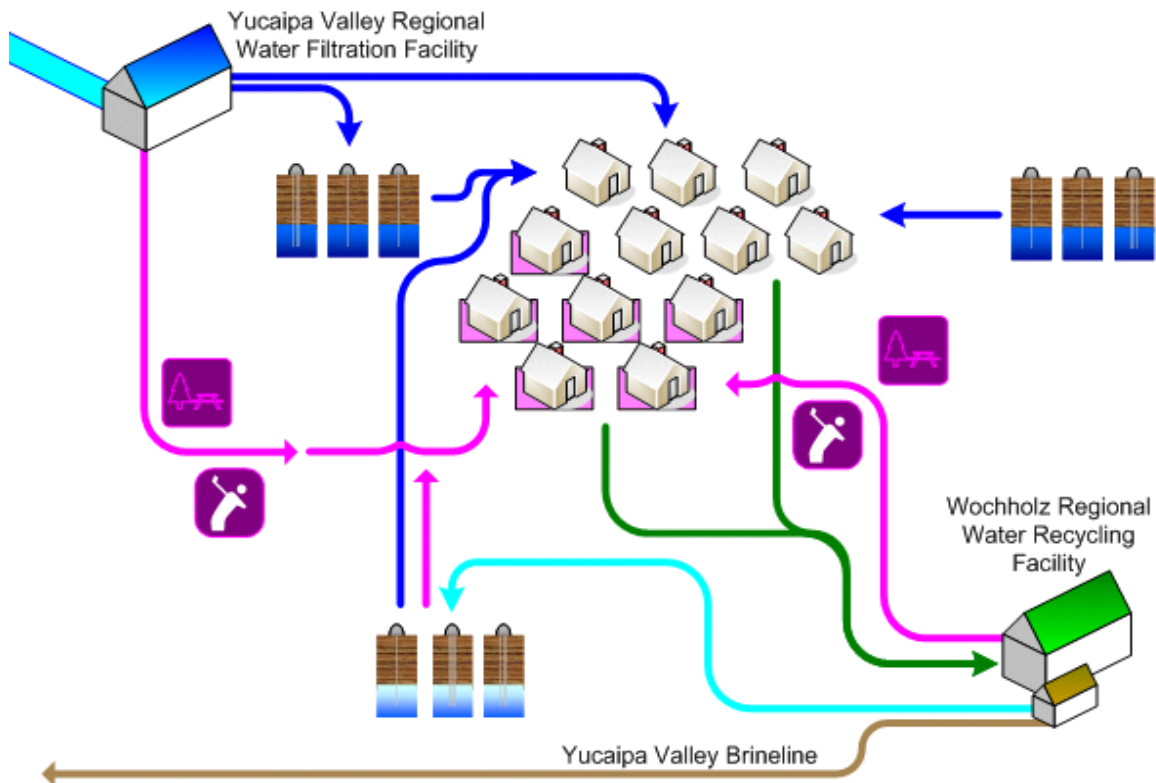
Recycled Water: 22 miles of recycled water pipelines
5 reservoirs - 12 million gallons of storage
1,200 ac-ft annual recycled demand (0.4 billion gallons)

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

State Water Contractors: San Bernardino Valley Municipal Water District
San Geronimo Pass Water Agency



Sustainability Plan: A Strategic Plan for a Sustainable Future: The Integration and Preservation of Resources, adopted on August 20, 2008.





THE MEASUREMENT OF WATER PURITY

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

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

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

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

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

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





GLOSSARY OF COMMONLY USED TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Wastewater – Any water that enters the sanitary sewer.

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

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

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

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

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

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

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

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

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

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





COMMONLY USED ABBREVIATIONS

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