



# Yucaipa Valley Water District

## Notice and Agenda of a Board Workshop

Tuesday, November 14, 2017 at 4:00 p.m.

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MEETING LOCATION: District Administration Building  
12770 Second Street, Yucaipa

MEMBERS OF THE BOARD: Director Chris Mann, Division 1  
Director Bruce Granlund, Division 2  
Director Jay Bogh, Division 3  
Director Lonni Granlund, Division 4  
Director Tom Shalhoub, Division 5

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- I. **Call to Order**
- II. **Public Comments** At this time, members of the public may address the Board of Directors on matters within its jurisdiction; however, no action or significant discussion may take place on any item not on the meeting agenda.
- III. **Staff Report**
- IV. **Operational Updates**
  - A. Status Report on the Development of a Comprehensive Database for Measuring and Monitoring Various Organizational Parameters [[Workshop Memorandum No. 17-162 - Page 5 of 80](#)]
- V. **Capital Improvement Projects**
  - A. Authorization to Solicit Bids for the Construction of an 8-Inch Sewer Main in Yucaipa Boulevard [[Workshop Memorandum No. 17-163 - Page 7 of 80](#)]
  - B. Status Report on the Construction of a Replacement Drinking Water Pipeline on Mountain View Lane - Yucaipa [[Workshop Memorandum No. 17-164 - Page 8 of 80](#)]
- VI. **Administrative Issues**
  - A. Overview of a Request to Purchase District Property Located at 11355 Pendleton Avenue, Yucaipa (Assessor's Parcel Number 0321-411-10) by the City of Yucaipa [[Workshop Memorandum No. 17-165 - Page 10 of 80](#)]
  - B. Presentation of the Unaudited Financial Report for the Period Ending on October 31, 2017 [[Workshop Memorandum No. 17-166 - Page 31 of 80](#)]

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Any person who requires accommodation to participate in this meeting should contact the District office at (909) 797-5117, at least 48 hours prior to the meeting to request a disability-related modification or accommodation.

Materials that are provided to the Board of Directors after the meeting packet is compiled and distributed will be made available for public review during normal business hours at the District office located at 12770 Second Street, Yucaipa. Meeting materials are also available on the District's website at [www.yvwd.dst.ca.us](http://www.yvwd.dst.ca.us)

- C. Review of Draft Resolution No. 2017-xx Establishing Employee Benefit, Administrative Overhead and Surcharge Factors [[Workshop Memorandum No. 17-167 - Page 55 of 80](#)]
- D. Presentation of Proposed Budget Adjustments for Fiscal Year 2017-18 [[Workshop Memorandum No. 17-168 - Page 61 of 80](#)]

**VII. Director Comments**

**VIII. Closed Session**

- A. Conference with Legal Counsel Existing Litigation Government Code, Section 54956.9(d)  
- Robinson Ranch v. Yucaipa Valley Water District;  
San Bernardino Superior Court Case No. CIVDS 1712116
- B. Conference with Legal Counsel Existing Litigation Government Code, Section 54956.9(d)  
- San Gorgonio Pass Water Agency v. Beaumont Basin Watermaster;  
Riverside Superior Court Case No. RIC 1716346
- C. Conference with Real Property Negotiator(s)  
Conference with Real Property negotiator(s) (Government Code 54956.8)  
Property: Assessor's Parcel Number: 301-201-20  
Agency Negotiator: Joseph Zoba, General Manager  
Negotiating Parties: Abraham Issa  
Under Negotiation: Terms of Payment and Price
- D. Conference with Real Property Negotiator(s)  
Property: Assessor's Parcel Numbers: 0301-211-020 and 0301-201-030  
Agency Negotiator: Joseph Zoba, General Manager  
Negotiating Parties: Mesa Verde Ventures LLC c/o Betek Corporation Under  
Negotiation: Terms of Payment and Price
- E. Conference with Labor Negotiator (Government Code 54957.6)  
District Negotiator: Joseph Zoba, General Manager, and Allison Edmisten, Chief  
Financial Officer  
Employee Organization: IBEW Local Union 1436-YVWD Employees Association

**IX. Adjournment**

# Staff Report



Yucaipa Valley Water District

# Operational Updates



Yucaipa Valley Water District





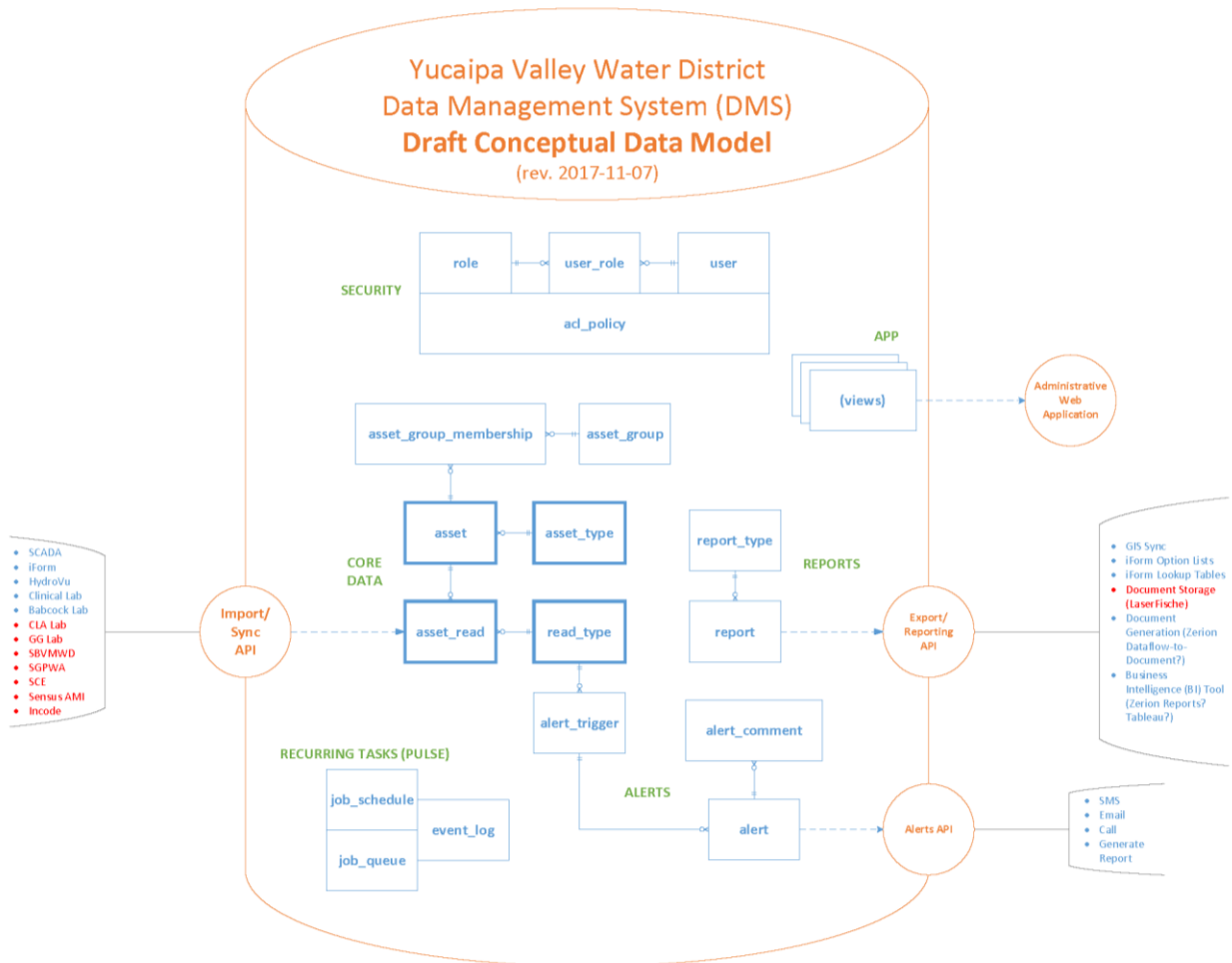
Date: November 14, 2017

From: Jennifer Ares, Water Resource Manager

Subject: Status Report on the Development of a Comprehensive Database for Measuring and Monitoring Various Organizational Parameters

On September 19, 2017, the Board of Directors authorized the development of a consolidated database that will be used analyze and monitor several operational parameters to refine and improve the overall efficiency and effectiveness of the District.

The purpose of this agenda item is to provide a brief overview on the status of the project.



# Capital Improvement Projects



Yucaipa Valley Water District



**Date:** November 14, 2017

**From:** Kathryn Hallberg, Management Analyst  
Matt Porras, Management Analyst

**Subject:** Authorization to Solicit Bids for the Construction of an 8-Inch Sewer Main in Yucaipa Boulevard

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The City of Yucaipa is preparing to proceed with the Yucaipa Boulevard Widening Project that involves the widening and reconstruction of Yucaipa Boulevard from 18<sup>th</sup> Street to Avenue E/Hampton Road. In conjunction with this project, the District is preparing to proceed with sewer construction consisting of approximately 2,400 linear feet of 8-inch main line in Yucaipa Boulevard between 18<sup>th</sup> Street and Avenue E/Hampton Road as well as Ridgecrest Drive between Yucaipa Boulevard and Sierra Linda Street.



The sewer main project is categorically exempt from environmental review in accordance with the California Environmental Quality Act Guidelines Section 15301(C).





**Date:** November 14, 2017

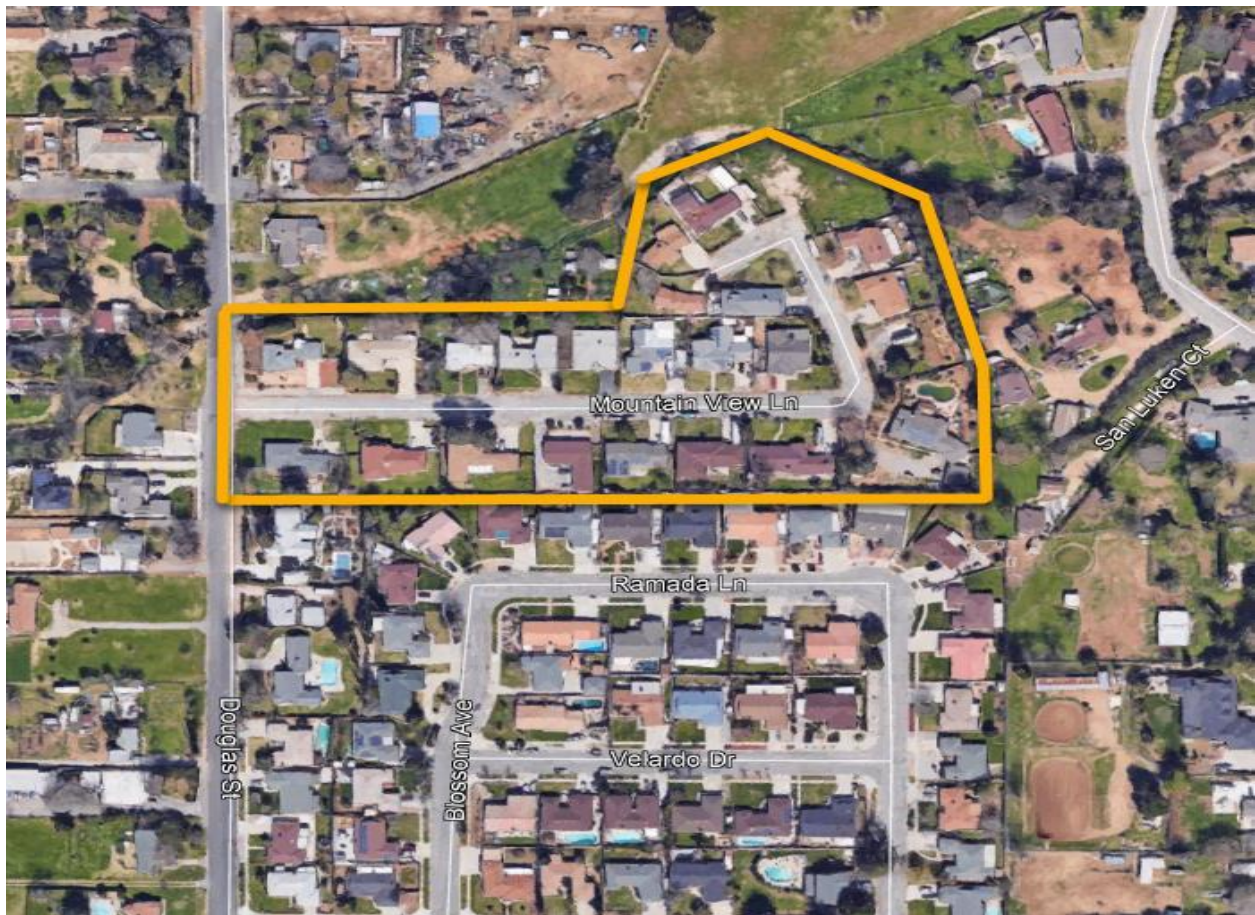
**From:** Kathryn Hallberg, Management Analyst  
Matthew Porras, Management Analyst

**Subject:** Status Report on the Construction of a Replacement Drinking Water Pipeline on Mountain View Lane - Yucaipa

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The capital improvement project for Mountain View Lane is being completed by the District staff and is in the finishing stage. The project includes the construction of approximately 1,200+ linear feet of 4-inch steel main being replaced with 8-inch ductile iron pipe, including various laterals, valves, appurtenances, and two fire hydrants.

The final stage of this project will involve the removal and replacement of pavement on this private roadway.



# Administrative Issues



Yucaipa Valley Water District





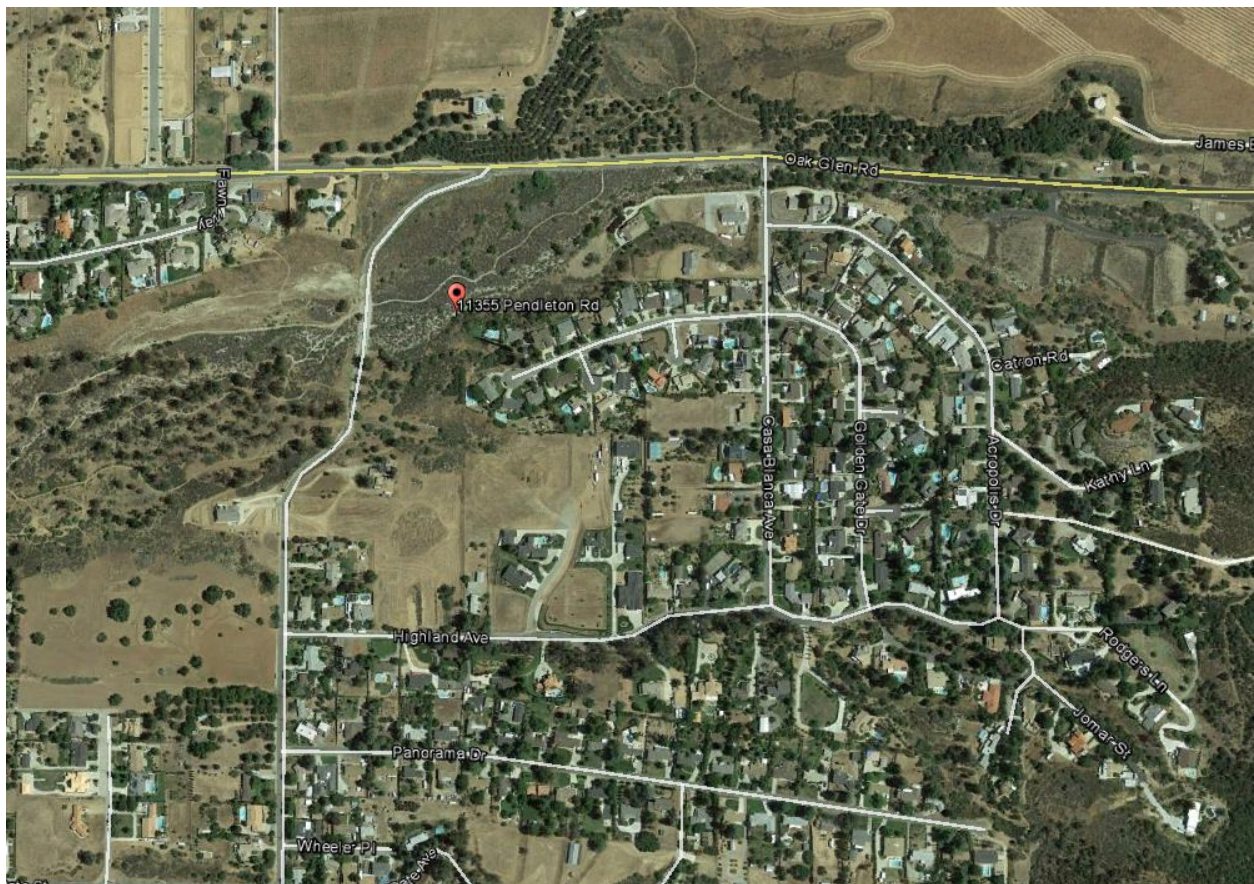
**Date:** November 14, 2017

**From:** Kathryn Hallberg, Management Analyst  
Matthew Porras, Management Analyst  
Joseph Zoba, General Manager

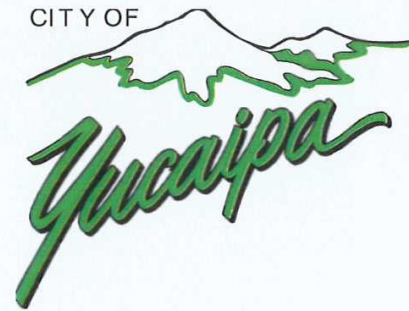
**Subject:** Overview of a Request to Purchase District Property Located at 11355 Pendleton Avenue, Yucaipa (Assessor's Parcel Number 0321-411-10) by the City of Yucaipa

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Over the past couple of years, the City of Yucaipa has requested to purchase an old well site located at 11355 Pendleton Avenue, Yucaipa.



The District staff will be exploring the process to provide the property to the City of Yucaipa, while retaining the ability to construct a monitoring well on the property to continuously gather groundwater level and water quality data.



December 20, 2016

Yucaipa Valley Water District  
Joseph Zoba, General Manager  
12770 2<sup>nd</sup> Street  
Yucaipa, California 92399

Reference: Offer to purchase in fee your real property identified as 11355 Pendleton Avenue, Yucaipa, California and San Bernardino County Assessor's Parcel Number 0321-411-10

Dear Joe:

The City of Yucaipa ("City") seeks to acquire your property located at 11355 Pendleton Avenue in the City of Yucaipa and also identified as San Bernardino County Assessor's Parcel Number 0321-411-10 (referred to below as the "Property") to construct the proposed Oak Glen Creek Open Space Acquisition Project ("Project").

The proposed project in and along Pendleton Avenue is part of the City Yucaipa's Low Water Crossing Replacement Project. Construction in the manner proposed necessitates the acquisition of private property for the realignment of Pendleton Avenue consistent with existing and proposed flood control basin improvements in the vicinity.

I apologize for the formality of this letter, but the law requires that it contain certain information. I am happy to meet with you to discuss the City's offer and to answer any questions you may have regarding this offer.

1. **OFFER TO PURCHASE.** Subject to, and upon the terms and conditions set forth below, the City hereby offers to purchase the Property for a public use:

- An approximate 10,000 square foot parcel described more particularly on Exhibit "A" to this letter and depicted on Exhibit "B" to this letter.

Exhibits "A" and "B" are incorporated herein by this reference.

It is the policy of the City to acquire property that is in private ownership only when it is necessary to do so, and through voluntary purchase, if possible. In accordance with the applicable law, the City has obtained, and has reviewed and approved, an appraisal of the fair market cash value of the Property.

2. **PURCHASE PRICE.** The City offers to purchase the Property for \$25,000.00. This amount represents at least the full amount that the City believes to be just compensation for the acquisition of the Property as of September 12, 2016. It is not less than the approved



appraisal of the Property on the date of value of September 12, 2016 and does not include any increase or decrease in value of the Property caused by the Project for which the City seeks to acquire the Property.

This amount does not reflect any relocation assistance, benefits or payments, if any, that you may be entitled to receive. However, there are no structures located on the Property, and accordingly, the proposed acquisition of the Property will not result in the displacement of any person, personal property or business. Since no businesses were found operating on the Property, the acquisition of the Property will not result in loss of business goodwill. Enclosed with this letter as Exhibit "C" is a brochure summarizing the Eminent Domain process and the legal requirements for establishing loss of business goodwill as set forth in Code of Civil Procedure section 1263.510.

Pursuant to Code of Civil Procedure section 1263.615, a public entity is required to advise a property owner if it plans to commence use of the property it seeks to purchase within two years, and if not, to offer the property owner an opportunity to lease back the property at market value. The City does not offer a leaseback agreement for the Property pursuant to Code of Civil Procedure section 1263.615 because the City's public use of the Property is scheduled to begin as soon as the City acquires the necessary property interests needed for the Project, or within two years, whichever is sooner.

3. **BASIS FOR OFFER.** The appraisal of the Property took into consideration the highest and best use of the Property, the location, the condition and size of any improvements existing on the land, zoning, the September 12, 2016 date of value, and other factors that affect fair market value. Fair market value is defined as "the highest price on the date of valuation that would be agreed to by a seller, being willing to sell but under no particular or urgent necessity for so doing, nor obliged to sell, and a buyer, being ready, willing, and able to buy but under no particular necessity for so doing, each dealing with the other with full knowledge of all the uses and purposes for which the property is reasonably adaptable and available." (Code of Civil Procedure § 1263.320).

#### *Description of the Property*

The subject parcel is an interior lot located approximately 280 feet east of Pendleton Avenue and approximately 400 feet south of Oak Glen Road, in the vicinity of Oak Glen Creek, east of Casa Blanca Avenue and northwest of Golden Gate Drive. The Property has no frontage on Pendleton Avenue; it does have legal access for ingress and egress from Lot 4, Block D owned by the City of Yucaipa. The subject has a street address of 11355 Pendleton Avenue, Yucaipa, California. Pendleton Avenue is a secondary arterial of the City.

The Property is within zoning district Institutional (IN).

#### *Highest and Best Use*

The appraiser opined that based on the physically possible, legally permissible, and financially feasible uses of the Property and based upon the general plan designation and zoning, the highest and best use of the Property is to hold for speculation: potential residential development.



### *Summary of Valuation Analysis*

Since the Property was valued as vacant land, only the Sales Comparison Approach is considered relevant with respect to estimating the Fee Simple value of the Property. The Cost Approach and Income Approach are not considered applicable in the valuation of vacant land. The sales transactions that were considered in the Sales Comparison Approach reflected properties with many qualities similar to the Property. Given the nature of the Property, and current market practice, exclusive consideration is given to the Sales Comparison Approach.

Under the Sales Comparison Approach, the appraiser relied on land sales transactions of properties with similar highest and best uses, zoning, utility and other factors of comparability. Specifically, the appraiser relied on five comparable land sales between April 2014 and March 2016. Two of the comparable sales are located in Banning; three are in Mentone. The comparable sales ranged in size from 10,850 s.f. to 12,632 s.f. They sold between \$2.23 per square foot to \$3.04 per square foot.

### *Fair Market Land Value of Property*

After making the relevant applicable adjustments, including adjustments for size, location, and market conditions, the appraiser opined that the fair market land value of the Property was \$2.50 per square foot. Thus, the fair market value of the Property is \$25,000, calculated as follows:

$$10,000 \text{ S.F.} \times \$2.50 \text{ per square foot} = \$25,000$$

The appraiser's valuation analysis and the market data relied on by the appraiser are attached hereto collectively as Exhibit "D" to this letter.

4. **CONDITIONS OF OFFER.** This offer is subject to and conditioned upon the following:

(a) the City's approval, in its sole and absolute discretion, of the results of such soils geological, toxic waste, hazardous substance, and/or any other kind of tests and analyses, as the City, or its representative, may perform prior to the opening of escrow, or, in the City's sole and absolute discretion, after the opening of escrow;

(b) the willingness to issue, and subsequent issuance as of the close of escrow, by a title insurance company of the City's choice, of a CLTA title insurance policy for the amount of the purchase price showing fee title to the Property vested in the City, subject only to such conditions, covenants, restrictions, and utility easements of record as are approved by the City in its sole and absolute discretion; and

(c) the timely acceptance of this offer in accordance with paragraph 6, below.

5. **RIGHT OF ENTRY.** By accepting this offer, you hereby grant to the City and its representatives, a right of entry at reasonable times for the purpose of conducting investigations and tests. Such investigation shall be at the City's expense.



6. **ACCEPTANCE AND POSSESSION.** If the above offer is acceptable, within thirty (30) days of the date of this offer, please date and sign the enclosed copy of this letter in the space provided and return it to me in the self-addressed reply envelope. Following receipt of your acceptance, the City will prepare a purchase and sale agreement and related documents and forward them for your review and execution.

7. **OFFER TO PAY REASONABLE COSTS OF AN INDEPENDENT APPRAISAL PURSUANT TO CODE OF CIVIL PROCEDURE SECTION 1263.025.** Pursuant to Code of Civil Procedure section 1263.025, the City hereby offers to pay your reasonable costs, up to \$5,000.00, for an independent appraisal of the Property. By law, an appraiser licensed by the Office of Real Estate Appraisers must prepare the independent appraisal. Although you are not required to obtain an appraisal at this time or at all, if you believe such an appraisal will assist you in evaluating this offer, it is in your interest to obtain the independent appraisal as expeditiously as possible. Please let us know by January 31, 2017 whether you wish to have the City issue this money to you for this purpose. If you choose to have the City issue a check to your attention towards the reasonable costs of an independent appraisal of the Property please forward to the City an invoice from your appraiser identifying the property that is the subject of the appraisal and the fee charged for the appraisal. Alternatively, you can submit a declaration providing the relevant information under penalty of perjury in the form attached as Exhibit E hereto.

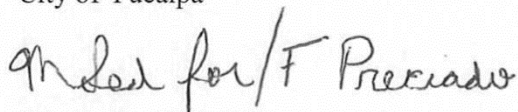
8. **ADMISSIBILITY OF OFFER.** If for any reason you should reject this offer, please be advised that this letter and the offer made herein are tendered under the provisions of Evidence Code section 1152, and shall not be admissible to prove the City's liability and may not be used as an admission of value in litigation or other proceeding involving the Property.

9. **EXPIRATION OF OFFER.** This offer will expire at 5:00 p.m. on January 31, 2017 unless your written acceptance is received at this office prior to that date and time.

If you have any questions or would like to discuss this offer, please do not hesitate to contact Mike Seal at (909) 797-2489. In the meantime, I will call you to schedule a meeting to discuss the City's offer and the Project.

Sincerely,

City of Yucaipa



Fermin Preciado, P.E.

City Engineer

Enclosures

We hereby accept the above offer of the City of Yucaipa to purchase the Property identified as 11355 Pendleton Avenue, Yucaipa and San Bernardino County Assessor's Parcel Number 0321-411-10.

YUCAIPA VALLEY WATER DISTRICT

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Authorized Representative

File No: 616674348

**EXHIBIT "A"**

All that certain real property situated in the County of San Bernardino, State of California, described as follows:

**PARCEL 1:**

**That portion of Lot 4, Block D, Yucaipa Water & Lumber Company Subdivision NO. 1, in the City of Yucaipa, County of San Bernardino, State of California, as shown by Map on file in [Book 17, Page 27](#) of Maps, in the Office of the County Recorder of said County, described as follows:**

**Commencing at the southeast corner of said Lot 4, said point being a  $\frac{3}{4}$ " iron pipe tagged "L.S. 2345;  
Thence North  $00^{\circ} 17' 00''$  West along the east line of said Lot 4, 137.85 feet to the True Point of Beginning;  
Thence continuing North  $0^{\circ} 17' 00''$  West, 100.00 feet;  
Thence at right angles, South  $89^{\circ} 43' 00''$  West, 100.00 feet;  
Thence at right angles South  $00^{\circ} 17' 00''$  East, 65.00 feet to a point hereinafter referred to as Point "A";  
Thence continuing South  $00^{\circ} 17' 00''$  East, 35.00 feet;  
Thence at right angles, North  $89^{\circ} 43' 00''$  East, 100.00 feet to the Point of Beginning.**

**[Assessor's Parcel No: 0321-411-10](#)**

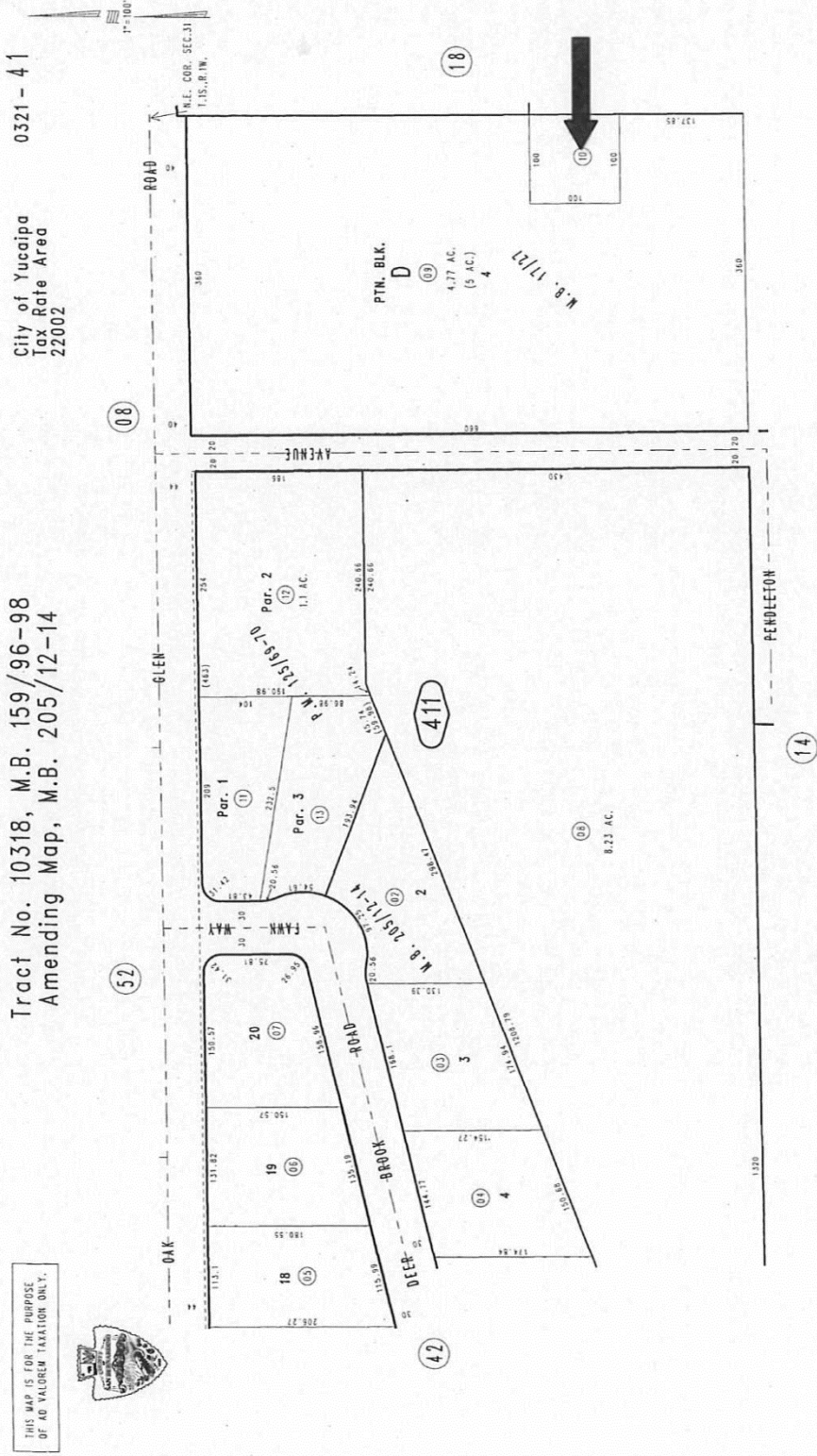
**PARCEL 2:**

**An easement for water lines, utility purposes, and ingress and egress over, under and across that portion of Lot 4, Block D, Yucaipa Water & Lumber Company Subdivision NO. 1, in the City of Yucaipa, County of San Bernardino, State of California, as shown by Map on file in [Book 17, Page 27](#) of Maps, in the Office of the County Recorder of said County, said easement being 20 feet in width, the centerline of said easement being described as follows:**

**Beginning at the aforesaid Point "A";  
Thence South  $89^{\circ} 43' 00''$  West, 259.75 feet to a point on the easterly right of way line of Pendleton Avenue, as shown by Map of Yucaipa Water & Lumber Company Subdivision NO. 1**



# EXHIBIT 'B'



City of Yucaipa  
Tax Rate Area  
22002

Tract No. 10318, M.B. 159/96-98  
Amending Map, M.B. 205/12-14

THIS MAP IS FOR THE PURPOSE  
OF AD VALOREM TAXATION ONLY.



REVISED  
09/09/11 BK-VC  
07/17/14 GW

Assessor's Map  
Book 0321 Page 41  
San Bernardino County

Pln. N.E.1/4, Sec. 31  
T.1S., R.1W., S.B.B.&M..

Parcel Map No. 11191, P.M. 125/69-70  
Pln. Yucaipa Valley Colony, Sub. No. 1, M.B. 17/27

January 2005

## Exhibit “C”

### EMINENT DOMAIN INFORMATIONAL PAMPHLET

#### INTRODUCTION

California Government Code Section 7267.2 requires a public entity to provide property owners with an information pamphlet detailing the eminent domain process and their rights under the Eminent Domain Law at the time it offers to purchase the owners’ real property or portions of their property. This informational pamphlet provides a general overview of the eminent domain process and answers questions commonly asked by property owners regarding their rights. This is an informational pamphlet only and is not intended to give a complete statement of all state or federal laws and regulations regarding eminent domain or to provide property owners with any form of legal advice.

#### OVERVIEW OF EMINENT DOMAIN PROCESS

##### What is eminent domain?

Eminent domain is the acquisition of private property by a public entity for a public use. Public entities, such as the state and the federal government, counties, cities, and school districts, may exercise the power of eminent domain to acquire real property for a public use if they meet all legal requirements, including the payment of just compensation to the owners or into the court for the benefit of the owners. (CALIFORNIA CONSTITUTION, art. I, sec. 19). Public uses include, but are not limited to roads, parks, public facilities, public utilities, police stations, fire stations, libraries, and schools.

A public entity may acquire any interest in real property such as a fee interest, permanent easement, slope easement, or temporary construction easement. A public entity may acquire only the property interests that are needed for the public use. If a public entity acquires a portion of a parcel and this results in damage to the remainder parcel, the owner is entitled to be compensated for the loss of value, if any, to the remainder parcel. If the appraiser determines that the remainder parcel is an uneconomic remnant because it will be left in a size, shape or condition to be of little or no value to the owner, the public entity will offer to purchase the entire parcel.

The law requires that public entities make every reasonable effort to acquire real property expeditiously by negotiated purchase. As discussed more fully below, there are several steps that a public entity must take prior to acquiring real property by eminent domain. These legal prerequisites are meant to protect property owners and ensure that they have an opportunity to participate in the acquisition process. These preacquisition steps include the appraisal process, offers and negotiations.

##### Appraisal Process

The public entity is required to obtain a fair market value appraisal of the real property before it can acquire it by eminent domain.



### ***Notice Informing Owners of Public Entity's Decision to Appraise Their Real Property***

When a public entity identifies real property or portions of that property that it may need for a proposed project, it sends to the property owners a notice informing the owners that it intends to appraise their property. This notice informs the owners that the public entity has decided to appraise their real property and notifies them that an appraiser will contact them. An appraiser licensed by the Office of Real Estate Appraisers will contact the owners and request permission to inspect their property. The appraiser will also invite the owners to accompany the appraiser on the inspection and to provide to the appraiser any information that the owners consider relevant to the value of the real property. Permitting the inspection and accompanying the appraiser on the site inspection will allow the appraiser to fully assess the value of the real property. If the owners do not allow the appraiser to inspect the real property, the appraiser will inspect the subject property from the public right of way.

### ***Appraisal of Fair Market Value of Real Property***

After the appraiser inspects the real property, the appraiser prepares an appraisal of the fair market value of the property.

#### ***What is fair market value?***

The Eminent Domain Law defines fair market value as the highest price on the date of value that would be agreed to by a seller, being willing to sell but under no particular or urgent necessity for selling the property, and a buyer, ready, willing and able to buy but under no particular necessity for so doing, each dealing with the other with full knowledge of all the uses and purposes for which the property is reasonably adaptable and available. (Code of Civil Procedure Section 1263.320). The appraisal will take into consideration the highest and best use of the real property. The appraisal can take several weeks to several months to be completed, depending on the appraiser's workload.

After the appraisal is completed, staff will review the appraisal to see if it complies with the requirements of the Eminent Domain Law. Staff will then recommend that the governing body of the public entity approve the appraisal and set just compensation. Just compensation must be at least the fair market value of the real property as set forth in the appraisal.

### **Offer**

#### ***When will the property owners receive an offer to purchase the property?***

The public entity will provide the owner with a written offer to purchase the real property or real property interests after it sets just compensation. The public entity generally sends the written offer within thirty (30) days from the date the public entity sets just compensation. The public entity cannot offer to purchase the real property for less than the fair market value of the property as determined by the appraisal. (Government Code Section 7267.2).

***What must the public entity include in the written offer to purchase the property?***

Government Code Section 7267.2 requires that the offer include a written statement of, and summary of the basis for, the amount the public entity established as just compensation. The offer must also include the following:

- The date of value, highest and best use, and applicable zoning of the real property;
- The principal transactions, reproduction or replacement cost analysis, or capitalization analysis, supporting the determination of value; and
- Where appropriate, the just compensation for the real property acquired and for damages to the remainder shall be separately stated and shall include the calculations and narrative explanation supporting the compensation, including any offsetting benefits.

If the real property is owner-occupied residential property and contains no more than four residential units, the owners are entitled to review a copy of the appraisal.

**Negotiations**

The public entity will negotiate with the property owners for the sale of the real property after it sends the offer letter

***Can the property owners obtain their own appraisal of their real property?***

As of January 1, 2007, the public entity is required to offer to pay the owners' reasonable costs, up to \$5,000.00, for an independent appraisal of their real property. The law requires that an appraiser licensed by the Office of Real Estate Appraisers prepare the independent appraisal. The public entity will inform the owners of their rights to be reimbursed for these appraisal costs at the time it sends the offer letter.

***Are the property owners required to accept the public entity's offer to purchase the property?***

No. The property owners are encouraged to contact the public entity to negotiate the sale of the real property. The owners can negotiate the amount they believe to be the fair market value of the real property and the terms and conditions of the offer.

***Are there any advantages to selling the real property to a public entity?***

Yes. The property owner will receive at least the fair market value of the real property and will not be responsible for real estate commissions, title fees, title insurance, escrow fees, closing costs, and other fees and costs. Some acquisitions by public entities in lieu of condemnation may result in tax benefits to the property owners. The owners should discuss any such tax benefits, if any, with their tax advisors.



### *Negotiated Acquisition*

If a negotiated agreement for the sale of the real property is reached, the public entity will prepare a purchase and sale agreement. The conveyance of the real property is handled through an escrow.

### **Resolution of Necessity**

If the public entity and the property owners do not reach an agreement for the sale of the real property, the public entity can hold a hearing to determine whether it will acquire the property by eminent domain.

### *Notice of Hearing on Resolution of Necessity*

If the public entity has determined that it is necessary to consider the acquisition of the real property by eminent domain, it will send a written notice to the property owners informing them of the date, time and location of the public entity's hearing at which it will consider the adoption of a resolution of necessity. (Code of Civil Procedure Section 1245.235). The notice informs the property owners of their right to be heard at this hearing and of their right to present evidence and to preserve their objections to the public entity's right to take the real property.

The Eminent Domain Law requires that a public entity make the following findings pursuant to Code of Civil Procedure Section 1245.230 to adopt a resolution of necessity authorizing the public entity to acquire the real property by eminent domain:

- That the public interest and necessity require the project;
- That the project is planned and located in the manner that will be most compatible with the greatest public good and the least private injury;
- That the subject property is necessary for the project; and
- That either the offer required by Section 7267.2 of the Government Code has been made to the owner or owners of record, or the offer has not been made because the owner cannot be located with reasonable diligence. (Code of Civil Procedure Section 1240.030).

A public entity may adopt a resolution of necessity only after the governing body has given each person whose real property is to be acquired by eminent domain and whose name and address appears on the last equalized assessment roll notice a reasonable opportunity to appear and be heard on the above matters.

The governing body of the public entity will consider all written and oral evidence before it at the hearing, including any objections to the adoption of the resolution of necessity. The public entity can adopt a resolution of necessity authorizing the acquisition of the real property by eminent domain if at least two-thirds of the all of the members of the governing body vote to adopt the resolution. If the governing body consists of five members, the adoption of a resolution of necessity requires at least four out of five affirmative votes.

### **Eminent Domain Proceeding**

The resolution of necessity is the document that authorizes the public entity's attorneys to commence an eminent domain proceeding. Accordingly, if the governing body of the public entity adopts a resolution of necessity, its attorneys will prepare a complaint in eminent domain and related pleadings to acquire the real property by eminent domain. Generally, the complaint in eminent domain will name as defendants any parties that have a recorded interest in the parcel, including the record owners, tenants, easement holders whose interests may be impacted by the acquisition of the property or beneficiaries under deeds of trust.

The public entity will serve the property owners and other named defendants with a copy of the summons, complaint and related documents filed with the court. The defendants served with the summons and complaint have thirty (30) days from the date that they are served with the summons and complaint to file an answer or responsive pleading with the court. (Code of Civil Procedure Section 412.20). Property owners should consider retaining an attorney with experience in eminent domain proceedings to represent them. The parties can continue to negotiate after the eminent domain proceeding is filed.

### ***Orders for Prejudgment Possession and Deposit of Probable Compensation***

*Can the public entity take possession of the real property before trial?*

A public entity may request an order from the court for early possession of the real property or real property interests. This is called an order for prejudgment possession.

To obtain an order for prejudgment possession, the public entity must show that it is entitled to acquire the real property by eminent domain and that it has deposited with the court for deposit into the county treasury or directly with the State Treasury the amount of probable compensation for the property. The public entity must submit a summary of the basis for the appraisal when it applies to deposit the amount of probable compensation with the court.

Property owners have the right to oppose a public entity's motion for an order for prejudgment possession. The public entity's motion for an order for prejudgment possession notifies property owners that they have the right to oppose the motion and that they must serve the public entity and file with the court the opposition to the motion within thirty (30) days from the date on which the property owner was served with the motion. If the property owners' opposition asserts a hardship, it has to be supported by a declaration signed under penalty of perjury stating facts supporting the hardship. The public entity can file a reply to the opposition not less than fifteen (15) days before the hearing. At the hearing, if the motion is opposed, the court may enter an order for possession of the real property after considering the relevant facts and any opposition if it finds each of the following:

- The public entity is entitled to take the property by eminent domain;
- The public entity has deposited the amount of probable compensation pursuant to Code of Civil Procedure Section 1255.010 *et seq.*;



- There is an overriding need for the public entity to possess the property prior to the issuance of final judgment in the case and the public entity will suffer a substantial hardship if the application for possession is denied or limited; and
- The hardship that the public entity will suffer if possession is denied or limited outweighs any hardship on the defendant or occupant that would be caused by the granting of the order for possession. (Code of Civil Procedure Section 1255.410).

### ***Withdrawal of Deposit of Probable Compensation***

Property owners can apply to withdraw the funds on deposit with the court. Property owners must serve a copy of their application to withdraw the funds on the public entity. The court cannot order the disbursement of the funds on deposit until 20 days after the date on which the application for withdrawal was served on the public entity. The public entity may file an objection to the withdrawal if, for example, other parties to the proceeding are known or believed to have an interest in the just compensation. Property owners waive any challenges to the public entity's right to take if they withdraw the funds on deposit with the court. Property owners do not, however, waive their claims for greater compensation for the real property if they withdraw the funds on deposit.

### **Trial**

In eminent domain proceedings, the judge decides legal issues, such as the right to take and the issue of entitlement to certain damages. Property owners are entitled to have the jury determine the amount of just compensation. The majority of eminent domain proceedings are resolved by the respective public entity and property owner prior to trial.

### **VACATING THE PROPERTY**

#### **When will property owners and tenants be required to move from the real property?**

If you reach a negotiated settlement with the public entity, the public entity will attempt to determine a mutually agreeable date for you to move. If the real property is condemned, the public entity cannot require that you move without a court order. If your real property is lawfully occupied, the public entity must serve you with a motion for an order for prejudgment possession ninety (90) days before the court hearing. Orders for prejudgment possession are discussed more fully above. If the order for prejudgment possession is granted, the public entity must serve you with the order thirty (30) days before it intends to take possession of your property. If your real property is unoccupied, the public entity must serve you with a motion for an order for possession sixty (60) days before the court hearing. If the order is granted, the public entity must serve you with the order ten (10) days before it intends to take possession of your property.

### **RELOCATION ASSISTANCE**

Property owners and occupants of real property (tenants) that are displaced as the result of a public project may be entitled to relocation assistance and benefits under the Uniform

Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4601 *et seq.*), if applicable, or under Title 1, Division 7, Chapter 1 of the Government Code of the State of California (Section 7260 *et seq.*) and the Relocation Assistance and Real Property Acquisition Guidelines (Chapter 6 of Title 25 of the California Code of Regulations). Relocation benefits may include moving expenses, re-establishment costs, rent differential payments, or interest differential payments. A relocation consultant, hired by the public entity, will meet with the property owners and or tenants to determine their eligibility and potential benefits.

#### **LOSS OF BUSINESS GOODWILL**

Goodwill is the benefit that accrues to a business as a result of its location, reputation, skill and other factors that contribute to a business maintaining and acquiring patrons. Public entities are required to compensate owners of a business conducted on the real property, or on the remainder parcel, if the business owners prove all of the following:

- The loss is caused by the taking of the real property or the injury to the remainder;
- The loss cannot reasonably be prevented by taking steps and adopting procedures that a reasonably prudent person would take and adopt in preserving the goodwill;
- Compensation for the loss will not be including in payments under Section 7262 of the Government Code; and
- Compensation for the loss will not duplicated in the compensation otherwise awarded to the owner.

Business owners must raise their claim for loss of business goodwill in their answer to the public entity's complaint. The public entity will engage a business valuation expert to determine the value of the goodwill of the business in the eminent domain proceeding.



**CALIFORNIA CODE OF CIVIL PROCEDURE SECTION 1263.510**

(a) The owner of a business conducted on the property taken, or on the remainder if the property is part of a larger parcel, shall be compensated for loss of goodwill if the owner proves all of the following:

(1) The loss is caused by the taking of the property or the injury to the remainder.

(2) The loss cannot reasonably be prevented by a relocation of the business or by taking steps and adopting procedures that a reasonably prudent person would take and adopt in preserving the goodwill.

(3) Compensation for the loss will not be included in payments under Section 7262 of the Government Code.

(4) Compensation for the loss will not be duplicated in the compensation otherwise awarded to the owner.

(b) Within the meaning of this article, "goodwill" consists of the benefits that accrue to a business as a result of its location, reputation for dependability, skill or quality, and any other circumstances resulting in probable retention of old or acquisition of new patronage.

(c) If the public entity and the owner enter into a leaseback agreement pursuant to Section 1263.615, the following shall apply:

(1) No additional goodwill shall accrue during the lease.

(2) The entering of a leaseback agreement shall not be a factor in determining goodwill. Any liability for goodwill shall be established and paid at the time of acquisition of the property by eminent domain or subsequent to notice that the property may be taken by eminent domain.

## Low Water Crossing Replacement Project

### EXECUTIVE SUMMARY

<b>Identification of Properties:</b>	The parcel of the proposed full acquisition is identified as 11355 Pendleton Avenue, Yucaipa, CA.
<b>Assessor Parcel No.:</b>	0321-411-10-0-000
<b>Thomas Map No:</b>	SB 650C-1
<b>Date of Value:</b>	September 12, 2016
<b>Property Rights Appraised:</b>	Fee simple interest
<b>Land Area:</b>	Approximately 0.2296 acre or 10,000 square feet.
<b>Improvements:</b>	Raw land
<b>Zoning:</b>	Institutional Zoning District (IN) Municipal Plan and General Plan, City of Yucaipa Planning Department.
<b>Flood Zone:</b>	The site is located in Community Panel Number 060739-06071C8745H. The panel date is 08/28/2008. The site is located in Zone A. Flood Zone A is within the 100-year Floodplain and requires flood insurance.
<b>Earthquake:</b>	According to the California Division of Mines and Geology, the subject City of Yucaipa is located within an Alquist/Priolo Special Earthquake Zone.
<b>Utilities:</b>	Electricity, water, gas, telephone, and sewer are available on Oak Glen Road but not at the subject property.

EXHIBIT "D" (page 1 of 5)

**Low Water Crossing Replacement Project**

**Highest & Best Use  
of Parcel:**

**As Vacant:**

hold for speculative nature that has residential potential in conjunction with adjacent properties.

OPINION OF VALUE CONCLUSION - FEE SIMPLE LAND VALUE		
FAIR MARKET VALUE / APN 0321-411-10	\$	25,000

EXHIBIT "D" (page 2 of 5)



### Low Water Crossing Replacement Project

### COMPARABLE SALES MAP

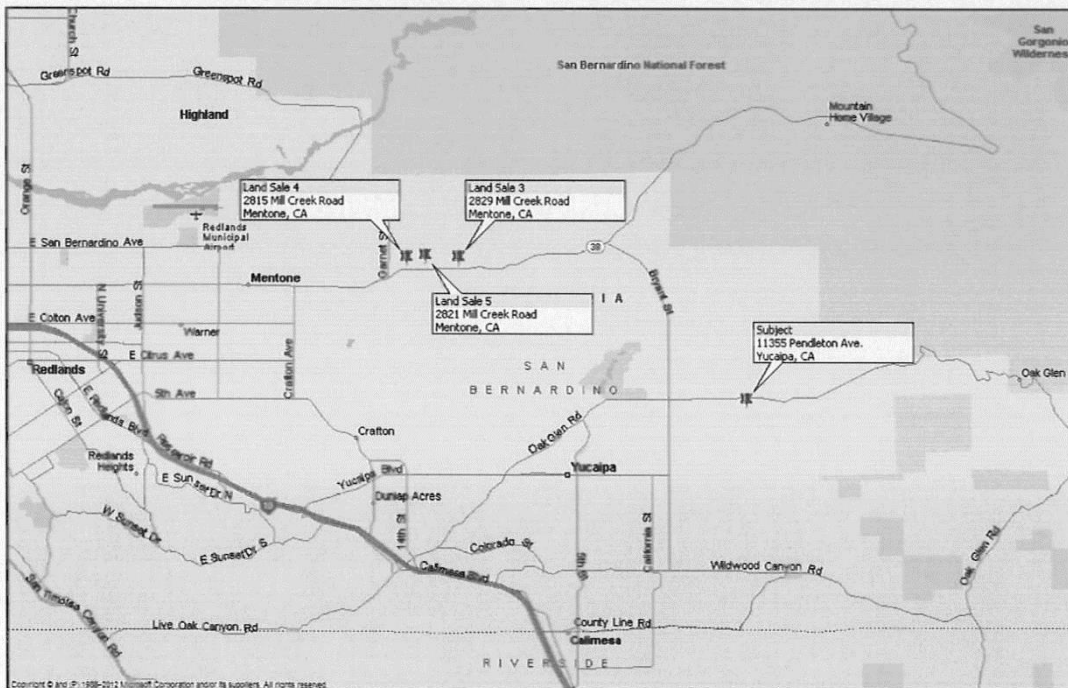
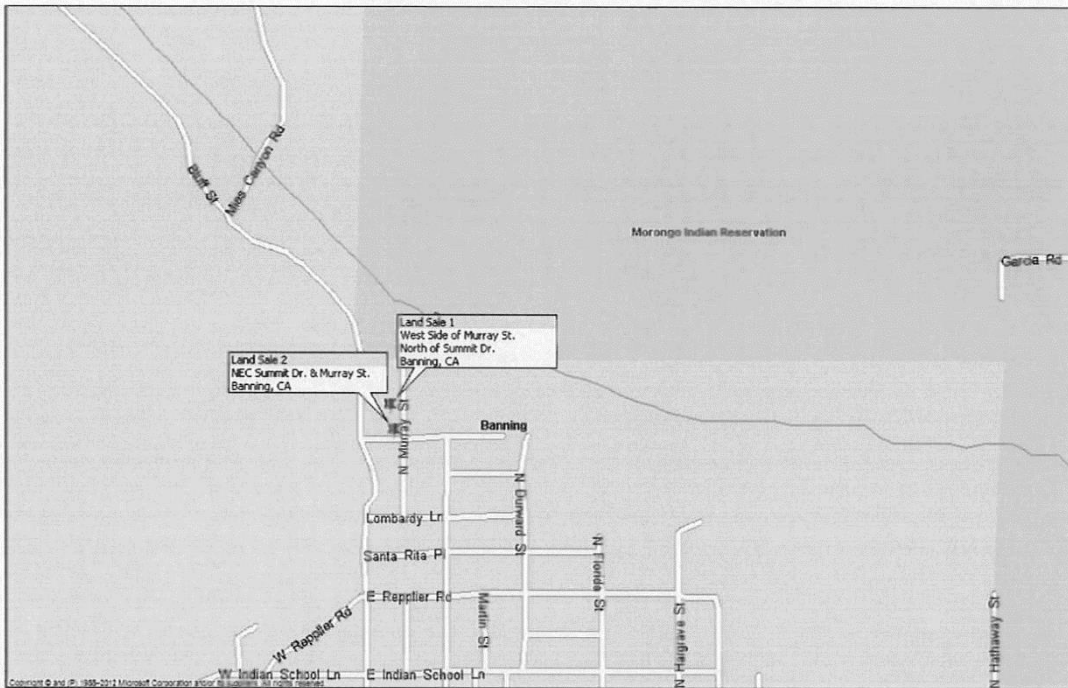


EXHIBIT "D" (page 3 of 5)



### Low Water Crossing Replacement Project

#### SUMMARY OF EFFECTIVELY VACANT LAND SALES

ITEM	STREET ADDRESS			SALE DATE	ZONE	CASH EQV. PRICE	
	CITY	STATE	ZIP	DOCUMENT NO.	SQUARE FEET	PRICE PSF	
	ASSESSOR'S PARCEL NUMBER			BUYER	ACRES		
				SELLER			

Low Density Residential

1	West Side of Murray St.			March 14, 2016	LDR	\$	32,500
	North of Summit Dr.			98053	12,632	\$	2.57
	Banning, CA 92220			John Muncy	0.29		
	534-021-016			Ken & Barbara Hicks			
2	NWC Murray St. & Summit Dr.			March 14, 2016	LDR	\$	32,500
	Banning, CA 92220			98053	12,632	\$	2.57
	534-021-018			John Muncy	0.29		
				Ken & Barbara Hicks			
3	2829 Mill Creek Road			June 17, 2014	RS	\$	25,000
	Mentone, CA 92359			217100	11,200	\$	2.23
	0302-152-15			James & Monique Sharlein	0.26		
				Breault P. Living Trust			
4	2815 Mill Creek Road			May 20, 2014	RS	\$	33,000
	Mentone, CA 92359			182886	10,850	\$	3.04
	0302-152-09			James & Monique Sharlein	0.25		
				Reda M. Mendoza Trust			
5	2821 Mill Creek Road			April 21, 2014	RS	\$	27,500
	Mentone, CA 92359			140963	10,850	\$	2.53
	0302-152-11			Jaime Sebastian	0.25		
				Reda M. Mendoza Trust			

EXHIBIT "D" (page 4 of 5)

	SUBJECT	One	Two	Three	Four	Five
Sale Price	N/A	\$32,500	\$32,500	\$25,000	\$33,000	\$27,500
Site Size (sf)	10,000	12,632	12,632	11,200	10,850	10,850
Acres	0.23	0.29	0.29	0.26	0.25	0.25
\$ psf	N/A	\$2.57	\$2.57	\$2.23	\$3.04	\$2.53
Rights Conveyed	Fee Simple	0%	0%	0%	0%	0%
Adjusted \$ psf	N/A	\$2.57	\$2.57	\$2.23	\$3.04	\$2.53
Financing Terms	Conventional	0%	0%	0%	0%	0%
Condition of Sale	Conventional	0%	0%	0%	0%	20%
Adjusted \$ psf	N/A	\$2.57	\$2.57	\$2.23	\$3.04	\$3.04
Date	September-16	2.5%	2.5%	11.0%	12.0%	12.0%
Adjusted \$ psf	N/A	\$2.64	\$2.64	\$2.48	\$3.41	\$3.41
General Location	Upper Income	10%	10%	0%	0%	0%
Specific Location	Pendleton Road	-5%	-5%	-5%	-5%	-5%
Site Improvements	None	0%	0%	0%	0%	0%
Site Shape	Rectangular	0%	0%	0%	0%	0%
Topography	Essentially Level	0%	0%	0%	0%	0%
Utility Status	None	-6%	-6%	-6%	-6%	-6%
Zone/Density	Institutional	-3%	-3%	-3%	-3%	-3%
Access	Interior	0%	-5%	0%	0%	0%
Flood Hazard	A-Zone	-10%	-10%	-10%	-10%	-10%
Site Size (sf)	10,000	10%	10%	8%	5.0%	5%
.....						
Subtotal of Adjustments	Residential	-4%	-9%	-16%	-19%	-19.00%
.....						
FINAL INDICATORS	Adjusted \$ psf	\$2.53	\$2.40	\$2.08	\$2.76	\$2.76
.....						

EXHIBIT "D" (page 5 of 5)



**Date:** November 14, 2017  
**From:** Allison M. Edmisten, Chief Financial Officer  
 Peggy Little, Administrative Supervisor  
**Subject:** Presentation of the Unaudited Financial Report for the Period Ending on October 31, 2017

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

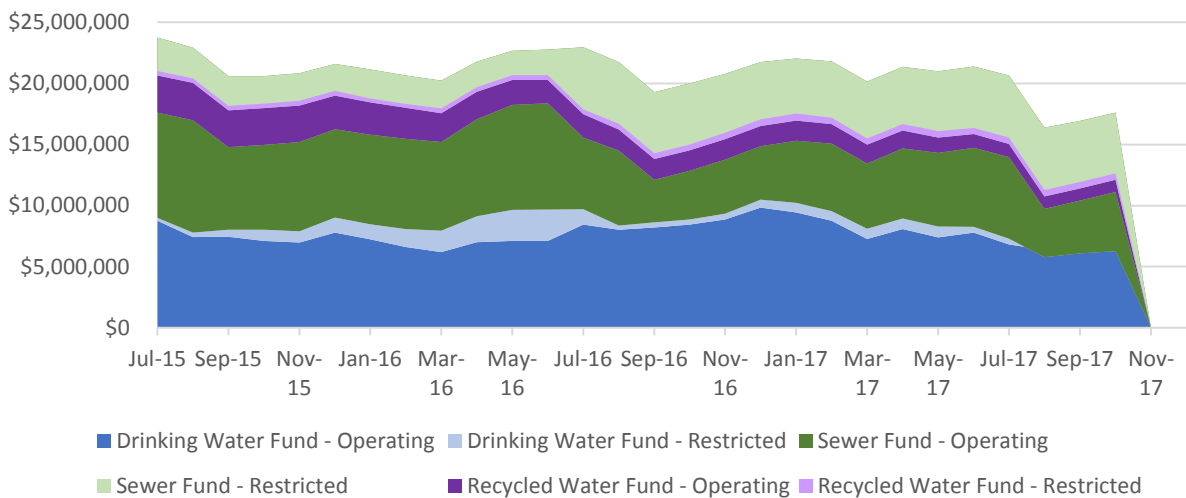
**Cash Fund Balance and Cash Flow Reports**

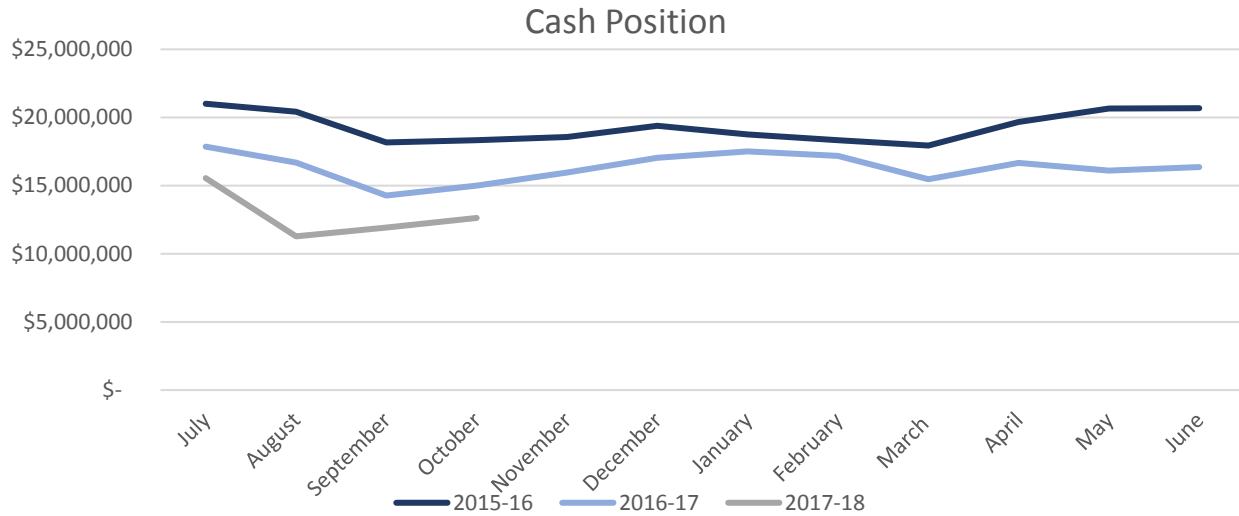
[Detailed information can be found on page 7 to 8 of 24]

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:

Fund Source	Operating Funds	Restricted Funds	Total Funds
Water Division	\$ 6,772,506.88	\$ (516,259.00)	\$ 6,256,247.88
Sewer Division	\$ 11,350,432.80	\$ (6,500,354.61)	\$ 4,850,078.19
Recycled Water Division	\$ 1,011,879.39	\$ 519,371.76	\$ 1,531,251.15
<b>Total</b>	<b>\$ 19,134,819.07</b>	<b>\$ (6,497,241.85)</b>	<b>\$ 12,637,577.22</b>

Fund Balance





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.

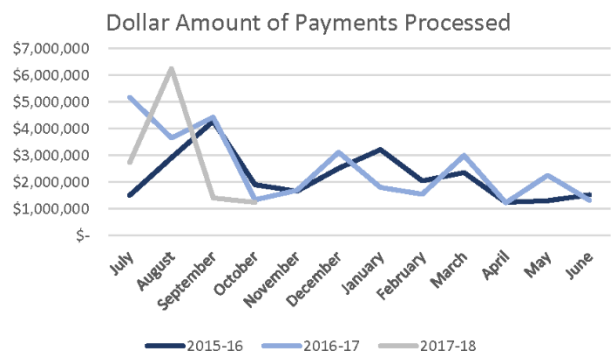
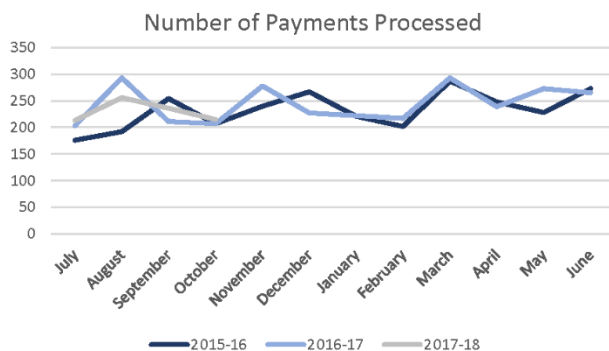
The Cash Flow Report provides a list of the debt service payment due dates and amounts as well as the cash flow requirements for debt service for each month of the fiscal year.

### **Cash Disbursement Report**

[Detailed information can be found on pages 9 to 13 of 24]

The cash disbursement report lists each check and electronic payment processed during the month of October 2017. All payments are reviewed by District staff for accuracy and completeness, checks are usually signed by the General Manager and one Director, but may be signed by two Directors. The Chief Financial Officer will make any check, payment, invoice or supporting documentation available for review to any board member upon request.

	Number Processed	Amount Processed
Checks	205	\$ 1,024,953.14
Electronic Payments	10	\$ 217,597.92
<b>Total</b>	<b>215</b>	<b>\$ 1,242,551.06</b>



**Financial Account Information**

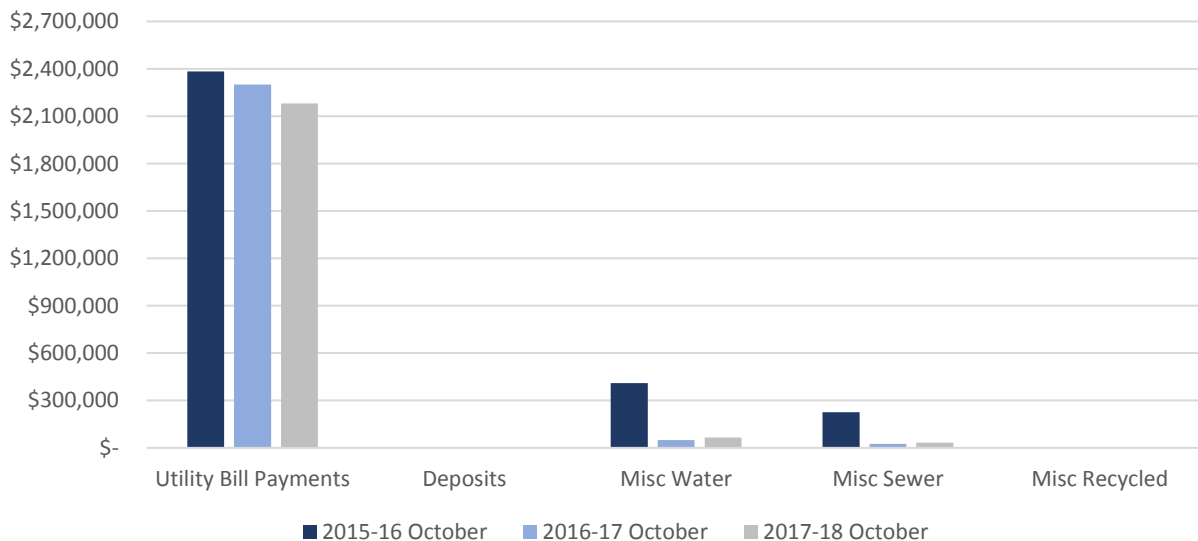
The District currently deposits all revenue received into the Deposit Checking account. The General Checking account is used as a sole processing account for all District checks and electronic payroll. The Investment Checking account is used for the purchase and redemption of US treasury notes and bills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

**Monthly Revenue Allocation:**

Funding Source	Total
Utility Bill Payments	\$ 2,181,629.55
Deposits	\$ 0
Misc. Water Related Activities	\$ 65,096.13
Misc. Sewer Related Activities	\$ 33,648.12
Misc. Recycled Related Activities	\$ 23.76
<b>Total</b>	<b>\$ 2,280,397.56</b>

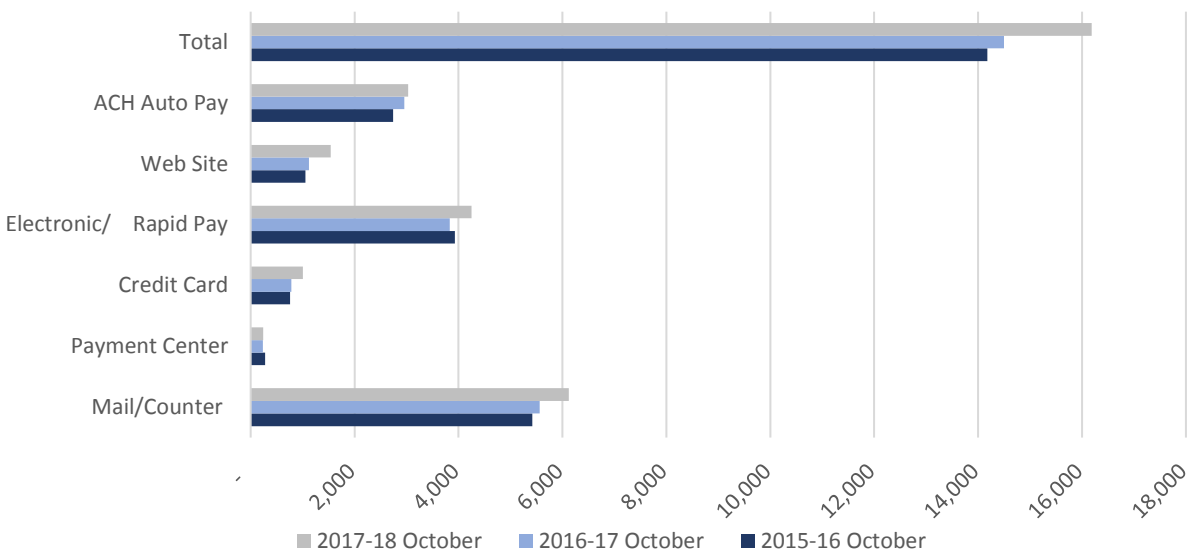
Monthly Revenue Allocation



Summary of Utility Bill Payments:

Payment Method	Number of Payments	% of Total Received
Mail/Counter	6,124	37.83%
Payment Center	241	1.49%
Credit Card	1,003	6.20%
Electronic Rapid Pay	4,251	26.26%
Web Site	1,538	9.50%
ACH Auto Pay	3,030	18.72%
<b>Total</b>	<b>16,187</b>	<b>100.00%</b>

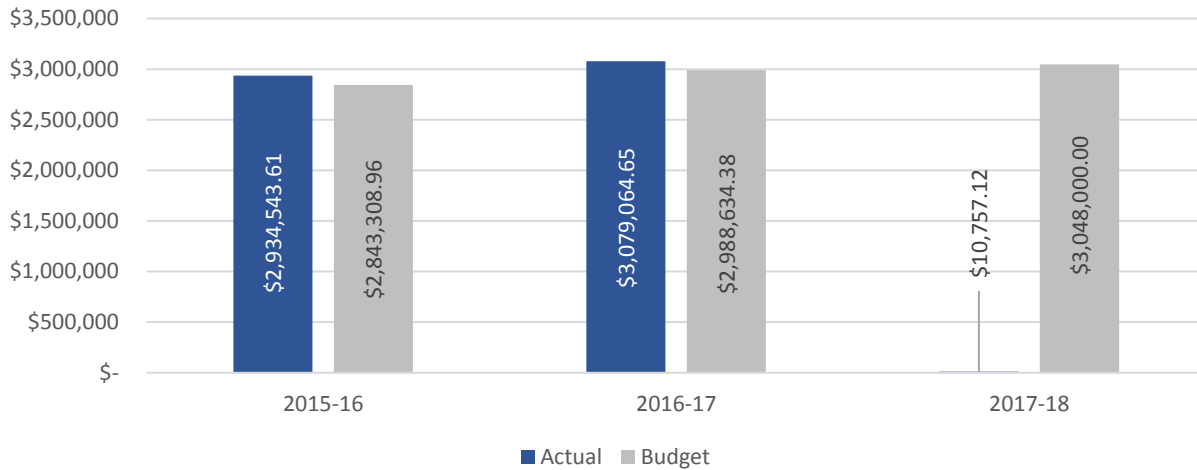
Type of Payments



Summary of Property Tax Revenue:

Current Month	Year-to-Date	Budget Amount	Percentage
Property Taxes	\$ 10,757.12	\$ 3,048,000	% 0.35

Property Taxes - Actual vs. Budget



**Investment Summary**

[Detailed information can be found on pages 14 to 15 of 24]

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.

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.

**Fiscal Year 2017-18 Detail Budget Status**

[Detailed information can be found on pages 16 to 24 of 24]

The revenue and expense budget status for the 2017-18 Fiscal Year is provided for your review.



### Questions or Comments

If you have any questions about a particular budget account, please do not hesitate to contact the Chief Financial Officer 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.

<b>Summary of Revenue Budget</b>				
<b>As of October 31, 2017 (29% of Budget Cycle)</b>				
<b>Division</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Water	\$ 904,855	\$ 3,494,010	\$ 13,924,171	25.09%
Sewer	\$ 972,537	\$ 3,215,371	\$ 12,132,940	26.50%
Recycled Water	\$ 40,465	\$ 228,651	\$ 796,425	28.71%
<b>District Revenue</b>	<b>\$ 1,917,857</b>	<b>\$ 6,938,032</b>	<b>\$ 26,853,536</b>	<b>25.84%</b>

<b>Summary of Water Budget vs. Expenses</b>				
<b>As of October 31, 2017 (29% of Budget Cycle)</b>				
<b>Department</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Water Resources	\$ 253,381	\$ 1,815,067	\$ 4,799,752	37.82%
Public Works	\$ 161,792	\$ 736,375	\$ 3,142,636	23.43%
Administration	\$ 249,348	\$ 1,097,262	\$ 3,686,118	29.77%
Long Term Debt	\$ -	\$ 1,690,106	\$ 2,295,665	73.62%
Asset Acquisition	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 664,521</b>	<b>\$ 5,338,810</b>	<b>\$ 13,924,171</b>	<b>38.34%</b>

<b>Summary of Sewer Budget vs. Expenses</b>				
<b>As of October 31, 2017 (29% of Budget Cycle)</b>				
<b>Department</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Treatment	\$ 225,424	\$ 1,150,761	\$ 3,561,784	32.31%
Administration	\$ 222,234	\$ 953,435	\$ 3,376,153	28.24%
Environmental Control	\$ 52,179	\$ 317,615	\$ 1,297,722	24.47%
Long Term Debt	\$ -	\$ 2,923,669	\$ 3,897,281	75.02%
Asset Acquisition	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 499,837</b>	<b>\$ 5,345,480</b>	<b>\$ 12,132,940</b>	<b>44.06%</b>

<b>Summary of Recycled Water Budget vs. Expenses</b>				
<b>As of October 31, 2017 (29% of Budget Cycle)</b>				
<b>Department</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Administration	\$ 65,082	\$ 268,089	\$ 796,425	33.66%
<b>TOTAL</b>	<b>\$ 65,082</b>	<b>\$ 268,089</b>	<b>\$ 796,425</b>	<b>33.66%</b>

<b>District Expenses</b>	<b>\$ 1,229,440</b>	<b>\$ 10,952,379</b>	<b>\$ 26,853,536</b>	<b>40.79%</b>
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## Cash Fund Balance Report - October 2017

Water Division		GL#	Balance
Restricted	*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	\$ (3,577,460.82)
	*FCC - Future YVRWFF Phase II & III	02-10403	\$ 420,177.92
	*FCC - Recycled System	02-10410	\$ (863,949.01)
	*FCC - Booster Pumping Plants	02-10411	\$ 690,059.21
	*FCC - Pipeline Facilities	02-10412	\$ 136,664.56
	*FCC - Water Storage Reservoirs	02-10413	\$ 2,304,693.98
Operating	Depreciation Reserves	02-10310	\$ 624,108.48
	Infrastructure Reserves	02-10311	\$ 3,256,073.00
	Sustainability Fund	02-10313	\$ 83,136.16
	Rate Stabilization Fund	02-10314	\$ 500,209.14
	Imported Water Fund - MUNI	02-10315	\$ 64,820.55
	Imported Water Fund - SGPWA	02-10316	\$ 814,819.16
	Operating Funds:		\$ 1,429,340.39
<b>Total Water Division</b>			<b>\$ 6,256,247.88</b>

Sewer Division		GL#	Balance
Restricted	*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	\$ 19,255.00
	*FCC - Debt Service WWTP Expansion & Upgrade	03-10405	\$ 1,755,715.67
	*FCC - Future WWTP Expansion	03-10407	\$ 1,377,116.67
	*FCC - Sewer Interceptors	03-10415	\$ (817,288.70)
	*FCC - Lift Stations	03-10416	\$ 339,578.07
	*FCC - Effluent Disposal Facilities	03-10417	\$ (1,617,776.96)
	*FCC - Salt Mitigation Facilities	03-10418	\$ (8,430,862.36)
Operating	Project Fund - Encumbered	03-10215	\$ 276,000.00
	Depreciation Reserves	03-10310	\$ 3,611,380.21
	Infrastructure Reserves	03-10311	\$ 4,919,660.00
	Rate Stabilization Fund	03-10314	\$ 1,464,394.90
	Operating Funds:		\$ 1,078,997.69
<b>Total Wastewater Division</b>			<b>\$ 4,850,078.19</b>

Recycled Water Division		GL#	Balance
Restricted	*FCC - Recycled System	04-10410	\$ 64,882.79
	*FCC - Booster Pumping Plants	04-10411	\$ 1,532.04
	*FCC - Pipeline Facilities	04-10412	\$ 222,369.18
	*FCC - Water Storage Reservoirs	04-10413	\$ 230,587.75
Operating	Project Fund - Encumbered	04-10215	\$ -
	Depreciation Reserves	04-10310	\$ 63,754.84
	Infrastructure Reserves	04-10311	\$ 260,852.31
	Operating Funds:		\$ 687,272.24
<b>Total Recycled Water Division</b>			<b>\$ 1,531,251.15</b>

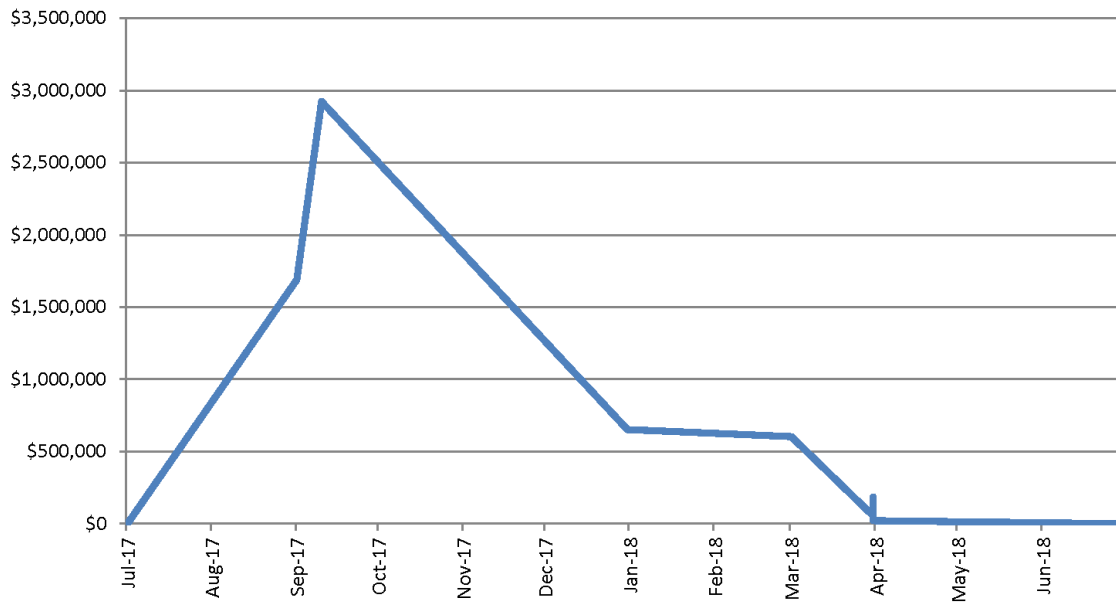
**DISTRICT TOTAL \$ 12,637,577.22**

\*=Restricted Funds

### Cash Flow Report for Fiscal Year 2017-18

Financial Obligations for Fiscal Year 2017-18				
Due Date	Fund	Description	Term of Obligation	Amount
9/1/2017	Water	2015A Bond Payment - YVRWFF	2015-2034	\$ 1,690,106.25
9/10/2017	Sewer	SRF Payment - WRWRF	2009-2028	\$ 2,923,668.75
12/31/2017	Sewer	SRF Payment - Yucaipa Regional Brineline	2013-2032	\$ 652,249.39
3/1/2018	Water	2015A Bond Payment - YVRWFF	2015-2034	\$ 603,806.25
3/31/2018	Sewer	SRF Payment - Recycled Reservoir R-10.3	2014-2033	\$ 54,243.03
3/31/2018	Sewer	SRF Payment - Desalinization at WRWRF	2014-2033	\$ 186,470.11
3/31/2018	Sewer	SRF Payment - Crow Street/Recycled Booster B-12.1	2016-2035	\$ 21,247.48
<b>Total</b>				<b>\$ 6,131,791.26</b>

**Payment Schedule and Cash Flow Requirements  
for Fiscal Year 2017-18**



### Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/2/2017	29978	ADS, LLC	\$	4,275.00
10/2/2017	29979	Ralph C. Casas	\$	84.95
10/2/2017	29980	Ameripride Uniform Services	\$	674.42
10/2/2017	29981	Borden Excavating, Inc.	\$	46,737.10
10/2/2017	29982	Coverall North America, Inc.	\$	1,021.00
10/2/2017	29983	House Of Quality, Parts Plus	\$	3,973.76
10/2/2017	29984	Incode Division-Tyler Technolo	\$	1,315.02
10/2/2017	29985	InfoSend, Inc.	\$	4,855.52
10/2/2017	29986	Raiset R. Santana and Adriana	\$	54.25
10/2/2017	29987	Krieger & Stewart	\$	84,032.88
10/2/2017	29988	LUZ Investment Corp.	\$	2,014.30
10/2/2017	29989	NetComp Technologies, Inc.	\$	2,143.88
10/2/2017	29990	SB CNTY-Treasurer-Tax	\$	52.18
10/2/2017	29991	Southern CA Emergency Medicine	\$	150.00
10/2/2017	29992	South Coast A.Q.M.D.	\$	12,424.57
10/2/2017	29993	Spectrum Business	\$	3,668.00
10/2/2017	29994	The Gas Company	\$	41.11
10/2/2017	29995	USDA Forest Service	\$	117.08
10/2/2017	29996	Yucaipa Disposal, Inc.	\$	1,632.57
10/2/2017	29997	All American Sewer Tools	\$	7,473.28
10/2/2017	29998	Brenntag Pacific, Inc	\$	8,032.18
10/2/2017	29999	California Water Technologies,	\$	4,095.57
10/2/2017	30000	Core & Main LP	\$	3,798.71
10/2/2017	30001	Crown Ace Hardware - Yucaipa	\$	1,036.20
10/2/2017	30002	Evoqua Water Technologies LLC	\$	1,112.10
10/2/2017	30003	Grainger	\$	70.44
10/2/2017	30004	Hach Company	\$	3,487.58
10/2/2017	30005	Hasa, Inc.	\$	7,669.56
10/2/2017	30006	Home Depot U.S.A. Inc	\$	230.74
10/2/2017	30007	Inland Water Works Supply Co.	\$	5,835.51
10/2/2017	30008	Office Solutions Business Prod	\$	296.87
10/2/2017	30009	Sunstate Equipment Co., LLC	\$	94.82
10/2/2017	30010	UPS Store#1504/ Mail Boxes Etc	\$	12.75
10/2/2017	30011	HD Supply Facilities Maintenan	\$	526.92
10/2/2017	30012	WOODS, FREDERICK	\$	32.62
10/2/2017	30013	WILDWOOD CALVARY CHA	\$	1,826.93
10/2/2017	30014	MENDEZ, ROCIO & ALFO	\$	8.27
10/2/2017	30015	Standard Insurance Company	\$	1,934.80
10/2/2017	30016	Sean Trost	\$	70.19
10/2/2017	30017	Matthew Flordelis	\$	400.75
10/2/2017	30018	Standard Insurance Vision Plan	\$	715.80
10/2/2017	30019	MetLife Small Business Center	\$	205.07
10/2/2017	30020	Matthew Porras	\$	126.91
10/2/2017	30021	Kathryn Hallberg	\$	69.08
10/2/2017	30022	Blue Shield of California	\$	1,817.80
10/2/2017	30023	Nippon Life Insurance Co. of A	\$	2,323.62
10/9/2017	30024	Ameripride Uniform Services	\$	623.80
10/9/2017	30025	Redlands Employment Services	\$	923.02
10/9/2017	30026	Corelogic, Inc.	\$	330.00
10/9/2017	30027	First American Data Tree, LLC	\$	50.00
10/9/2017	30028	NetComp Technologies, Inc.	\$	364.80
10/9/2017	30029	Riverside County Treasurer	\$	253.32



### Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/9/2017	30030	U.S. Telepacific Corp	\$	2,439.52
10/9/2017	30031	Underground Service Alert Of S	\$	209.65
10/9/2017	30032	News Mirror Publishing, Inc.	\$	439.75
10/9/2017	30033	Yucaipa Valley Water District	\$	10,008.23
10/9/2017	30034	All American Sewer Tools	\$	17,397.16
10/9/2017	30035	John F. Simister	\$	3,023.84
10/9/2017	30036	Brenntag Pacific, Inc	\$	10,255.24
10/9/2017	30037	Burgeson's Heating & Air Cond.	\$	99.00
10/9/2017	30038	Center Electric Services, Inc.	\$	14,179.30
10/9/2017	30039	Doan and Hartwig Water Systems	\$	601.18
10/9/2017	30040	Dinosaur Tire Inc.	\$	769.24
10/9/2017	30041	Grainger	\$	267.33
10/9/2017	30042	Hasa, Inc.	\$	3,849.37
10/9/2017	30043	Hydrotex Partners, Ltd.	\$	2,172.49
10/9/2017	30044	Inland Water Works Supply Co.	\$	6.47
10/9/2017	30045	Innerline Engineering	\$	5,250.00
10/9/2017	30046	Nicholas C. Hendrickson <b>VOIDED</b>	\$	-
10/9/2017	30047	Nuckles Oil Company, Inc.	\$	3,045.26
10/9/2017	30048	Sinclair Rock and Sand Inc.	\$	9,175.00
10/9/2017	30049	Hadronex, Inc.	\$	480.00
10/9/2017	30050	Tri County Pump Company	\$	6,981.13
10/9/2017	30051	Westrux International, Inc.	\$	236.27
10/13/2017	30052	AWWA CA-NV (Rancho Cucamonga)	\$	770.00
10/13/2017	30053	John Wrobel	\$	299.24
10/13/2017	30054	Inland Empire EAC	\$	55.00
10/13/2017	30055	AEP	\$	200.00
10/13/2017	30056	PAYROLL CHECK	\$	2,119.64
10/13/2017	30057	PAYROLL CHECK	\$	437.83
10/13/2017	30058	WageWorks, Inc.	\$	1,324.74
10/13/2017	30059	IBEW Local 1436	\$	476.00
10/13/2017	30060	California State Disbursement	\$	115.38
10/13/2017	30061	California State Disbursement	\$	397.38
10/13/2017	30062	Department of the Treasury - I	\$	125.00
10/13/2017	30063	Vehicle Registration Collectio	\$	114.00
10/16/2017	30064	Delta Partners, LLC	\$	7,500.00
10/16/2017	30065	Dudek & Associates, Inc	\$	11,878.20
10/16/2017	30066	Krieger & Stewart	\$	376.00
10/16/2017	30067	One Stop Landscape Supply Inc	\$	20,209.50
10/16/2017	30068	Platinum Advisors, LLC	\$	5,000.00
10/16/2017	30069	David L. Wysocki	\$	4,575.00
10/16/2017	30070	Christopher Beard	\$	332.00
10/16/2017	30071	GONZALES, GUSTAVO	\$	78.50
10/16/2017	30072	Ameripride Uniform Services	\$	622.01
10/16/2017	30073	Redlands Employment Services	\$	1,420.96
10/16/2017	30074	AT&T Mobility	\$	4,049.06
10/16/2017	30075	Central Communications	\$	321.01
10/16/2017	30076	Cliff's Pest Control, Inc.	\$	85.00
10/16/2017	30077	Clinical Laboratory of San Ber	\$	7,318.00
10/16/2017	30078	Frontier Communications	\$	148.48
10/16/2017	30079	Goforth & Marti Office	\$	16,542.80
10/16/2017	30080	Incode Division-Tyler Technolo	\$	5,169.55
10/16/2017	30081	InfoSend, Inc.	\$	5,144.95

### Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/16/2017	30082	Konica Minolta Business Soluti	\$	731.37
10/16/2017	30083	LUZ Investment Corp.	\$	430.77
10/16/2017	30084	MailFinance Inc.	\$	337.64
10/16/2017	30085	SCCI, Inc.	\$	350.00
10/16/2017	30086	San Gorgonio Pass Water Agency	\$	29,351.91
10/16/2017	30087	Separation Processes, Inc.	\$	4,796.00
10/16/2017	30088	Association of San Bernardino	\$	140.00
10/16/2017	30089	Spectrum Business	\$	2,649.00
10/16/2017	30090	Tattletale Portable Alarm Syst	\$	3,105.00
10/16/2017	30091	Zerion Software, Inc.	\$	15,000.00
10/16/2017	30092	Matthew M. Barlow	\$	1,040.00
10/16/2017	30093	Aqua-Metric Sales Company	\$	2,327.83
10/16/2017	30094	Atlas Copco Compressors, LLC	\$	2,665.57
10/16/2017	30095	Brenntag Pacific, Inc	\$	7,781.60
10/16/2017	30096	Core & Main LP	\$	17,654.06
10/16/2017	30097	JW D'Angelo Co.	\$	55,732.66
10/16/2017	30098	DC Frost Associates, Inc.	\$	2,236.86
10/16/2017	30099	Dinosaur Tire Inc.	\$	18.08
10/16/2017	30100	Fastenal Company	\$	1,623.61
10/16/2017	30101	G&G Environmental Compliance,I	\$	6,936.84
10/16/2017	30102	Grainger	\$	1,397.97
10/16/2017	30103	Hasa, Inc.	\$	3,812.90
10/16/2017	30104	Inland Water Works Supply Co.	\$	3,761.18
10/16/2017	30105	Nicholas C. Hendrickson	\$	1,862.80
10/16/2017	30106	Nuckles Oil Company, Inc.	\$	3,112.27
10/16/2017	30107	Nalco Company	\$	5,164.50
10/16/2017	30108	Office Solutions Business Prod	\$	23.44
10/16/2017	30109	P & R Paper Supply Co., Inc.	\$	233.00
10/16/2017	30110	Polydyne Inc.	\$	2,849.99
10/16/2017	30111	Pro-Pipe & Supply, Inc.	\$	407.19
10/16/2017	30112	Red Alert Special Couriers	\$	688.52
10/16/2017	30113	DMJ and Associates, Inc.	\$	80.27
10/16/2017	30114	SF CC Intermediate Holdings In	\$	135.01
10/16/2017	30115	Steven Enterprises, Inc	\$	250.15
10/16/2017	30116	T.T. Technologies, Inc.	\$	4,375.74
10/16/2017	30117	Uline, Inc.	\$	1,156.16
10/16/2017	30118	HD Supply Facilities Maintenanc	\$	6,627.77
10/16/2017	30119	Calmat Company	\$	2,426.06
10/16/2017	30120	Westrux International, Inc.	\$	87.69
10/16/2017	30121	Yucaipa Disposal, Inc.	\$	1,767.86
10/16/2017	30122	ZEP Manufacturing Company	\$	301.68
10/23/2017	30123	3D Robotics, Inc.	\$	8,700.00
10/23/2017	30124	Ameripride Uniform Services	\$	622.01
10/23/2017	30125	Balco Holdings Inc.	\$	378.00
10/23/2017	30126	Eco Pro Environmental Services	\$	170.00
10/23/2017	30127	Frontier Communications	\$	149.87
10/23/2017	30128	Inland Empire Resource Conserv	\$	313.24
10/23/2017	30129	NetComp Technologies, Inc.	\$	9,313.49
10/23/2017	30130	SCE Rosemead	\$	213,791.89
10/23/2017	30131	The Counseling Team Internatio	\$	540.00
10/23/2017	30132	Brenntag Pacific, Inc	\$	23,793.90
10/23/2017	30133	California Laboratories & Deve	\$	680.00

### Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/23/2017	30134	Cemex Inc. USA	\$	806.93
10/23/2017	30135	Victor James Valenti	\$	3,796.20
10/23/2017	30136	CraneVeyor Corp.	\$	624.00
10/23/2017	30137	JW D'Angelo Co.	\$	21,762.17
10/23/2017	30138	Dinosaur Tire Inc.	\$	873.72
10/23/2017	30139	Evoqua Water Technologies LLC	\$	3,987.36
10/23/2017	30140	Grainger	\$	683.21
10/23/2017	30141	Hasa, Inc.	\$	3,715.34
10/23/2017	30142	Home Depot U.S.A. Inc	\$	486.40
10/23/2017	30143	Industrial Safety Supply Corp	\$	345.04
10/23/2017	30144	Inland Water Works Suppl <b>VOIDED</b>	\$	-
10/23/2017	30145	Micro Motion, Inc.	\$	5,223.00
10/23/2017	30146	Microflex Corp #774353	\$	1,108.75
10/23/2017	30147	Nagem, Inc.	\$	4,438.49
10/23/2017	30148	Pro-Pipe & Supply, Inc.	\$	301.77
10/23/2017	30149	R & R Anderson Trucking	\$	674.83
10/23/2017	30150	Uline, Inc.	\$	637.22
10/23/2017	30151	US Bank	\$	4,438.33
10/23/2017	30152	Vortex Industries. Inc.	\$	1,254.12
10/27/2017	30153	PAYROLL CHECK	\$	2,163.41
10/27/2017	30154	WageWorks, Inc.	\$	1,324.74
10/27/2017	30155	California State Disbursement	\$	115.38
10/27/2017	30156	California State Disbursement	\$	397.38
10/27/2017	30157	Department of the Treasury - I	\$	125.00
10/27/2017	30158	Atkinson, Andelson, Loya, Ruud	\$	5,986.24
10/27/2017	30159	GIBSON, RODGER	\$	54.21
10/27/2017	30160	Nicholas C. Hendrickson	\$	166.79
10/27/2017	30161	American Family Life Assurance	\$	3,827.45
10/27/2017	30162	Rodd Greene	\$	669.21
10/27/2017	30163	Linda Kilday	\$	586.38
10/27/2017	30164	Dennis Neff	\$	669.58
10/27/2017	30165	Robert Wall	\$	669.58
10/27/2017	30166	Western Dental Services, Inc.	\$	255.20
10/27/2017	30167	Charlie Bailey	\$	567.49
10/27/2017	30168	WageWorks, Inc.	\$	202.25
10/27/2017	30169	CalPERS - HEALTH	\$	70,541.19
10/27/2017	30170	YVWD-Petty Cash	\$	285.15
10/27/2017	30171	Inland Water Works Supply Co.	\$	14,098.02
10/30/2017	30243	Cobb's Printing, LLC <b>VOIDED</b>	\$	-
10/30/2017	30244	Standard Insurance Compa <b>VOIDED</b>	\$	-
10/30/2017	30245	Berkshire Hathaway Homes <b>VOIDED</b>	\$	-
10/30/2017	30246	Standard Insurance Visio <b>VOIDED</b>	\$	-
10/30/2017	30247	MetLife Small Business C <b>VOIDED</b>	\$	-
10/30/2017	30248	Paradise Point Resort & <b>VOIDED</b>	\$	-
10/30/2017	30249	Paradise Point Resort & <b>VOIDED</b>	\$	-
10/30/2017	30250	Boot Barn Inc. <b>VOIDED</b>	\$	-
10/30/2017	30251	Blue Shield of Californi <b>VOIDED</b>	\$	-
10/30/2017	30252	Nippon Life Insurance Co <b>VOIDED</b>	\$	-
10/30/2017	30253	Multi Service Technology <b>VOIDED</b>	\$	-
			<b>\$</b>	<b>1,024,953.14</b>



### Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/13/2017	electronic pmt	IRS - PAYROLL TAXES	\$	51,466.97
10/13/2017	electronic pmt	CA-EDD	\$	8,137.07
10/13/2017	electronic pmt	VOYA-457	\$	6,220.77
10/13/2017	electronic pmt	CA-PERS Supplemental Income 45	\$	22,356.11
10/13/2017	electronic pmt	Public Employees' Retirement S	\$	23,831.17
10/27/2017	electronic pmt	IRS - PAYROLL TAXES	\$	48,810.70
10/27/2017	electronic pmt	CA-EDD	\$	7,998.41
10/27/2017	electronic pmt	VOYA-457	\$	6,028.77
10/27/2017	electronic pmt	CA-PERS Supplemental Income 45	\$	19,068.68
10/27/2017	electronic pmt	Public Employees' Retirement S	\$	23,679.27
			<b>\$</b>	<b>217,597.92</b>

## Investment Summary - October 2017

### U.S. TREASURIES

Quantity	Description	Cusip	Maturity Date	Yield	Cost of Purchase	Market Value	
500,000	US Treasury Bill	912796MH9	December 21, 2017	0.330%	\$ 497,787.80	\$ 505,724.35	
<b>500,000</b>					<b>Total Values</b>	<b>\$ 497,787.80</b>	<b>\$ 505,724.35</b>

<b>Money Market Account Activity-Beginning Balance</b>	<b>\$ 6,827.56</b>
7/31/17 - Bond Interest	\$ -
7/31/17 - Dividend/Interest	\$ 1.79
Annual Activity charge - GL#43010-W/S/R	
<b>Income</b>	<b>\$ 1.79</b>
Intra-Bank Transfers to/from Investment Checking	\$ -
<b>Fund Transfers</b>	<b>\$ -</b>
Cusip Maturity	\$ -
<b>Redemptions</b>	<b>\$ -</b>
Cusip Purchase	\$ -
<b>Purchases</b>	<b>\$ -</b>
<b>Ending Balance - Money Market</b>	<b>\$ 6,829.35</b>
<b>US Treasury Securities Investment Principal</b>	<b>\$ 497,787.80</b>
<b>Total Assets</b>	<b>\$ 504,617.15</b>

*Note: As of 11/7/17, the updated treasury information for October has not been received. The information above is as of 9/30/17.*

## Investment Summary - September 2017

### LOCAL AGENCY INVESTMENT FUND

PERIOD	TOTAL WITHDRAWAL AMOUNT	TOTAL DEPOSIT AMOUNT	ACCRUED INTEREST (QUARTERLY)	ENDING BALANCE
July 31, 2017	\$ (1,600,000.00)	\$ -	\$ 34,146.51	\$ 13,745,550.98
August 31, 2017	\$ (4,000,000.00)	\$ -	\$ -	\$ 9,745,550.98
September 30, 2017	\$ -	\$ -	\$ -	\$ 9,745,550.98
October 31, 2017	\$ -	\$ -	\$ 32,517.12	\$ 9,778,068.10
November 30, 2017	\$ -	\$ -	\$ -	\$ 9,778,068.10
December 31, 2017	\$ -	\$ -	\$ -	\$ 9,778,068.10
January 31, 2018	\$ -	\$ -	\$ -	\$ 9,778,068.10
February 28, 2018	\$ -	\$ -	\$ -	\$ 9,778,068.10
March 31, 2018	\$ -	\$ -	\$ -	\$ 9,778,068.10
April 30, 2018	\$ -	\$ -	\$ -	\$ 9,778,068.10
May 31, 2018	\$ -	\$ -	\$ -	\$ 9,778,068.10
June 30, 2018	\$ -	\$ -	\$ -	\$ 9,778,068.10

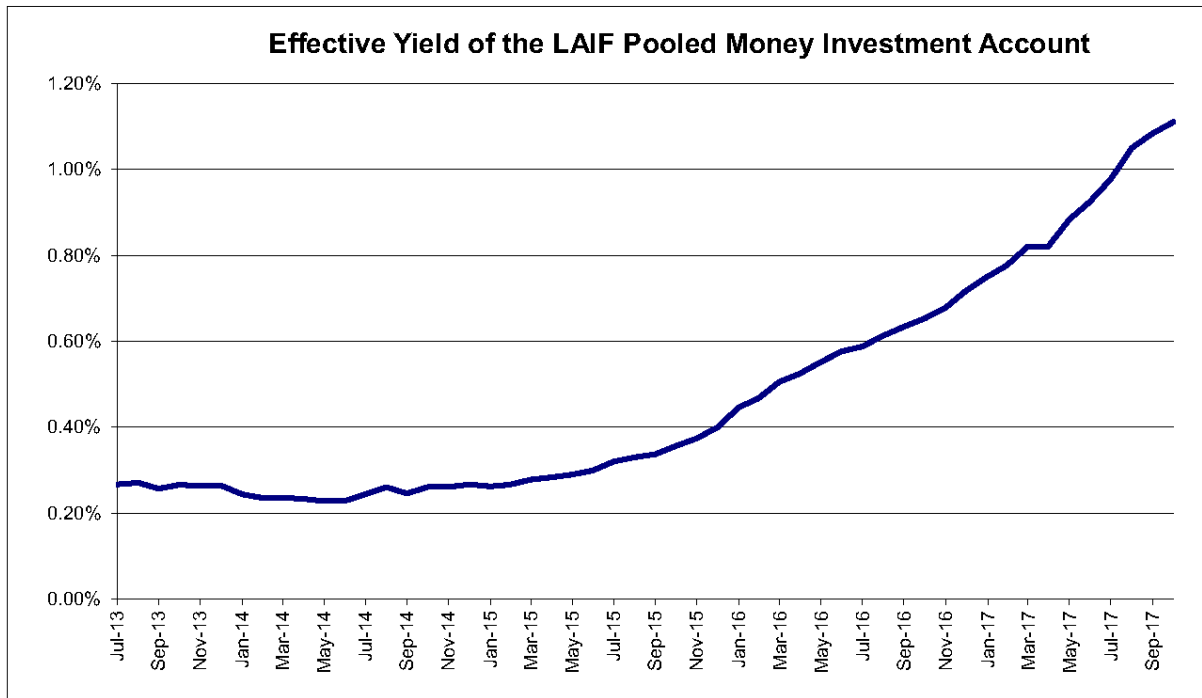
**L.A.I.F. INCOME SUMMARY**

**CURRENT QUARTER**    **FY YEAR-TO-DATE**

INCOME RECEIVED

\$ 32,517.12

\$ 66,663.63





FY 2017-18 Water Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
02-40010	Sales - Water	\$ 5,912,971	\$ 502,184	\$ 2,046,195	34.61%
02-40011	Sales - Construction Water	\$ 20,000	\$ 4,502	\$ 13,967	69.83%
02-40012	Sales - Imported Water (SGPWA)	\$ 250,000	\$ 18,806	\$ 95,547	38.22%
02-40013	Sales - Imported Water (MUNI)	\$ 850,000	\$ 71,041	\$ 262,245	30.85%
02-40014	Sales Disc.-Multi Units Usage Chrg.	\$ (100,000)	\$ (9,251)	\$ (34,459)	34.46%
02-40015	Water Wholesale Revenue	\$ 300,000	\$ -	\$ 50,163	16.72%
02-40016	Service Establishment Fee	\$ 5,000	\$ 50	\$ 450	9.00%
02-41000	Service Demand Charges	\$ 3,200,000	\$ 263,722	\$ 850,486	26.58%
02-41001	Fire Service Standby Fees	\$ 45,000	\$ 3,599	\$ 12,877	28.62%
02-41003	Construction Service Charge	\$ 15,000	\$ 210	\$ 710	4.73%
02-41005	Sales Disc-Multi Units Service Chrg.	\$ (135,000)	\$ (11,360)	\$ (36,748)	27.22%
02-41010	Unauthorized Use of Water Charge	\$ 2,000	\$ -	\$ 375	18.75%
02-41110	Meter/Lateral installation	\$ 75,000	\$ 325	\$ 14,300	19.07%
02-41112	Fire Flow Test Fees	\$ 3,500	\$ 75	\$ 1,200	34.29%
02-41113	Disconnect/Reconnect Fees	\$ 125,000	\$ 5,360	\$ 24,385	19.51%
02-41121	Penalty - Late Charges	\$ 125,000	\$ 14,079	\$ 54,514	43.61%
02-42123	Management & Accounting Fees	\$ 189,000	\$ 15,750	\$ 63,000	33.33%
02-41124	Bad Debt	\$ (20,000)	\$ -	\$ -	0.00%
02-43010	Interest Earned	\$ 50,000	\$ 14,633	\$ 30,001	60.00%
02-43110	Property Tax - Unsecured	\$ 115,000	\$ 7,478	\$ 7,478	6.50%
02-43120	Property Tax - Secured	\$ 2,600,000	\$ -	\$ -	0.00%
02-43130	Tax Collection - Prior	\$ 25,000	\$ 3,306	\$ 3,306	13.22%
02-43140	Other Taxes	\$ 170,000	\$ 27	\$ 27	0.02%
02-49110	Rental Income (WATER STOCK)	\$ 1,700	\$ -	\$ -	
02-49150	Revenue - Misc. Non-Operating	\$ 100,000	\$ 318	\$ 33,990	33.99%
	<b>WATER OPERATING REVENUE</b>	<b>\$ 13,924,171</b>	<b>\$ 904,855</b>	<b>\$ 3,494,010</b>	<b>25.09%</b>
	Grants	\$ -		\$ -	
02-89901	Facility Capacity Charges	\$ -	\$ 13,478	\$ 109,741	
02-89902	Sustainability	\$ -	\$ 2,163	\$ 35,489	
	<b>TOTAL WATER REVENUE</b>	<b>\$ 13,924,171</b>	<b>\$ 920,496</b>	<b>\$ 3,639,239</b>	

NOTE: Plan check & inspection fees to 02-42122

FY 2017-18 Sewer Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
03-40016	Sales - Establish Service Fee	\$ 500	\$ 100	\$ 100	20.00%
03-41000	Sales - Sewer Charges	\$ 11,890,265	\$ 963,687	\$ 3,205,042	26.96%
03-41005	Sales Disc-Multi Units Service Chrg.	\$ (200,000)	\$ (18,287)	\$ (60,556)	30.28%
03-41110	Meter/Lateral Installation	\$ 2,500	\$ -	\$ -	0.00%
03-41121	Penalty - Late Charges	\$ 129,925	\$ 11,864	\$ 40,066	30.84%
03-41131	Front Footage Fees	\$ 30,000	\$ -	\$ -	0.00%
03-41124	Bad Debt	\$ (15,000)	\$ -	\$ -	0.00%
03-42122	Revenue - Other Operating	\$ 3,250	\$ 540	\$ 720	22.15%
03-43010	Interest Earned	\$ 35,000	\$ 14,633	\$ 29,999	85.71%
03-43110	Property Tax - Unsecured	\$ 50,000	\$ -	\$ -	0.00%
03-43120	Property Tax - Secured	\$ 175,000	\$ -	\$ -	0.00%
03-43130	Tax Collection - Prior	\$ 10,000	\$ -	\$ -	0.00%
03-43140	Other Taxes	\$ 1,500	\$ -	\$ -	0.00%
03-49150	Misc. Non-Oper Revenue	\$ 20,000	\$ -	\$ -	0.00%
	<b>SEWER OPERATING REVENUE</b>	<b>\$ 12,132,940</b>	<b>\$ 972,537</b>	<b>\$ 3,215,371</b>	<b>26.50%</b>
	Grants	\$ -		\$ -	
03-89901	Facility Capacity Charges	\$ -	\$ 32,884	\$ 164,420	
03-89903	Contrib Capital-Front Footage Fees	\$ -	\$ -	\$ -	
03-89905	Contrib Capital-Infrastructure	\$ -	\$ -	\$ -	
	<b>TOTAL SEWER REVENUE</b>	<b>\$ 12,132,940</b>	<b>\$ 1,005,421</b>	<b>\$ 3,379,791</b>	

FY 2017-18 Recycled Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
04-40010	Sales - Recycled Water	\$ 551,425	\$ 29,405	\$ 200,555	36.37%
04-40011	Sales - Construction Water	\$ 20,000	\$ 1,037	\$ 1,791	8.95%
04-41000	Sales - Service Demand Chrg.	\$ 60,000	\$ 5,691	\$ 18,452	30.75%
04-41003	Const. Water Minimum Chrg.	\$ 5,000	\$ 68	\$ 228	4.57%
04-41110	Meter/Lateral installation	\$ 15,000	\$ -	\$ (650)	-4.33%
04-41121	Penalty - Late Charges	\$ 1,000	\$ 1,013	\$ 2,753	275.30%
04-41122	Revenue - Other Operating	\$ 500	\$ -	\$ (1,145)	-228.96%
04-43010	Interest Earned	\$ 10,000	\$ 3,252	\$ 6,666	66.66%
04-43110	Property Tax - Unsecured	\$ 10,000	\$ -	\$ -	0.00%
04-43120	Property Tax - Secured	\$ 110,000	\$ -	\$ -	0.00%
04-43130	Property Tax - Prior	\$ 10,000	\$ -	\$ -	0.00%
04-43140	Property Tax - Other	\$ 2,500	\$ -	\$ -	0.00%
04-49150	Misc. Non-Operating Revenue	\$ 1,000	\$ -	\$ -	0.00%
	<b>RECYCLED OPERATING REVENUE</b>	<b>\$ 796,425</b>	<b>\$ 40,465</b>	<b>\$ 228,651</b>	<b>28.71%</b>
	Grants	\$ -		\$ -	
04-89901	Facility Capacity Charges	\$ -	\$ -	\$ -	
	<b>TOTAL RECYCLED REVENUE</b>	<b>\$ 796,425</b>	<b>\$ 40,465</b>	<b>\$ 228,651</b>	



FY 2017-18 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
02-5-01-50010	Labor-Water Resources	\$ 729,415	\$ 55,816	\$ 241,308	33.08%
02-5-01-50011	Labor Credit	\$ -	\$ -	\$ -	
02-5-01-50013	Benefits-Fica	\$ 55,800	\$ 4,610	\$ 19,914	35.69%
02-5-01-50014	Benefits-Life Insurance	\$ 3,440	\$ 117	\$ 466	13.53%
02-5-01-50016	Benefits-Health\Defrd Comp	\$ 144,480	\$ 15,925	\$ 60,991	42.21%
02-5-01-50017	Benefits-Disability Insurance	\$ 6,565	\$ 782	\$ 3,293	50.16%
02-5-01-50019	Benefits-Workers Compensation	\$ 19,693	\$ -	\$ 3,438	17.46%
02-5-01-50021	Benefits-PERS	\$ 51,059	\$ 3,131	\$ 12,499	24.48%
02-5-01-50022	Benefits-PERS-Employer	\$ 106,500	\$ 3,873	\$ 15,962	14.99%
02-5-01-50023	Benefits-Uniforms	\$ 2,580	\$ 110	\$ 565	21.92%
02-5-01-50024	Benefits-Vacation & Sick Pay	\$ 7,500	\$ 512	\$ 2,661	35.48%
02-5-01-50025	Benefits-Boot Allowance	\$ 1,720	\$ -	\$ 600	34.88%
02-5-01-51003	R&M - Structures	\$ 275,000	\$ 18,408	\$ 90,493	32.91%
02-5-01-51011	R&M - CLA Valves	\$ 30,000	\$ 1,899	\$ 2,152	7.17%
02-5-01-51140	General Supplies & Expenses	\$ 1,000	\$ -	\$ 73	7.32%
02-5-01-51210	Utilities - Power Purchases	\$ 1,400,000	\$ 121,283	\$ 458,170	32.73%
02-5-01-51211	Utilities - Electricity & Fuel	\$ 5,000	\$ 322	\$ 1,195	23.90%
02-5-01-51316	Imported Water Purchases	\$ 1,100,000	\$ -	\$ 674,670	61.33%
02-5-01-54019	Licenses & Permits	\$ 25,000	\$ 117	\$ 3,157	12.63%
02-5-01-54110	Laboratory Services	\$ 85,000	\$ 340	\$ 14,056	16.54%
02-5-01-57040	YVRWFF Operating Expense	\$ 750,000	\$ 26,138	\$ 209,402	27.92%
	<b>WATER RESOURCE TOTALS</b>	<b>\$ 4,799,752</b>	<b>\$ 253,381</b>	<b>\$ 1,815,067</b>	<b>37.82%</b>
02-5-03-50010	Labor-Public Works	\$ 1,647,456	\$ 89,079	\$ 342,695	20.80%
02-5-03-50011	Labor Credit	\$ -	\$ -	\$ (2,116)	
02-5-03-50013	Benefits-Fica	\$ 126,030	\$ 7,154	\$ 27,554	21.86%
02-5-03-50014	Benefits-Life Insurance	\$ 9,500	\$ 223	\$ 1,120	11.79%
02-5-03-50016	Benefits-Health\Defrd Comp	\$ 399,000	\$ 28,509	\$ 130,616	32.74%
02-5-03-50017	Benefits-Disability Insurance	\$ 14,900	\$ 1,215	\$ 4,968	33.34%
02-5-03-50019	Benefits-Workers Compensation	\$ 44,500	\$ -	\$ 3,438	7.73%
02-5-03-50021	Benefits-PERS	\$ 45,000	\$ 3,379	\$ 10,307	22.90%
02-5-03-50022	Benefits-PERS Employer	\$ 102,000	\$ 6,033	\$ 23,177	22.72%
02-5-03-50023	Benefits-Uniforms	\$ 7,500	\$ 358	\$ 2,677	35.69%
02-5-03-50024	Benefits-Vacation & Sick Pay	\$ 4,000	\$ 147	\$ 1,183	29.57%
02-5-03-50025	Benefits-Boot Allowance	\$ 4,750	\$ -	\$ 200	4.21%
02-5-03-51001	R & M -Vehicles & Equipment	\$ 200,000	\$ 11,941	\$ 94,752	47.38%
02-5-03-51011	R&M - Valves	\$ 10,000	\$ -	\$ 1,522	15.22%
02-5-03-51020	R&M - Pipelines	\$ 225,000	\$ 4,221	\$ 45,545	20.24%
02-5-03-51021	R&M - Service Lines	\$ 175,000	\$ 3,266	\$ 14,078	8.04%
02-5-03-51022	R&M - Fire Hydrants	\$ 40,000	\$ 244	\$ 2,819	7.05%
02-5-03-51030	R&M - Water Meters	\$ 75,000	\$ 5,937	\$ 26,888	35.85%
02-5-03-51031	Fire Flow Testing	\$ 12,000	\$ -	\$ 6,923	57.69%
02-5-03-51092	Equipment Credits	\$ -	\$ -	\$ (2,203)	
02-5-03-51140	General Supplies & Expenses	\$ 1,000	\$ 87	\$ 232	23.23%
	<b>PUBLIC WORKS TOTALS</b>	<b>\$ 3,142,636</b>	<b>\$ 161,792</b>	<b>\$ 736,375</b>	<b>23.43%</b>

FY 2017-18 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
02-5-06-50010	Labor-Administration	\$ 792,038	\$ 47,385	\$ 189,641	23.94%
02-5-06-50011	Labor Credit	\$ -	\$ -	\$ -	
02-5-06-50012	Director Fees	\$ 22,500	\$ 2,552	\$ 6,850	30.44%
02-5-06-50013	Benefits-Fica	\$ 62,000	\$ 3,967	\$ 15,824	25.52%
02-5-06-50014	Benefits-Life Insurance	\$ 3,740	\$ 134	\$ 456	12.18%
02-5-06-50016	Benefits-Health\Defrd Comp	\$ 154,600	\$ 19,104	\$ 72,712	47.03%
02-5-06-50017	Benefits-Disability Insurance	\$ 7,300	\$ 638	\$ 2,669	36.55%
02-5-06-50019	Benefits-Workers Compensation	\$ 21,900	\$ -	\$ 1,000	4.57%
02-5-06-50021	Benefits-PERS	\$ 56,700	\$ 2,663	\$ 10,346	18.25%
02-5-06-50022	Benefits PERS Employer	\$ 118,200	\$ 3,508	\$ 14,695	12.43%
02-5-06-50023	Uniforms	\$ 2,800	\$ 78	\$ 394	14.07%
02-5-06-50024	Benefits-Vacation & Sick Pay	\$ 8,000	\$ 307	\$ 1,382	17.28%
02-5-06-50025	Benefits-Boots	\$ 1,840	\$ -	\$ 151	8.19%
02-5-06-51003	R&M - Structures	\$ 15,000	\$ 16,543	\$ 37,069	247.13%
02-5-06-51091	Expense Credits (overhead)	\$ -	\$ -	\$ (1,845)	
02-5-06-51120	Safety Equipment/Supplies	\$ 25,000		\$ 4,781	19.13%
02-5-06-51125	Petroleum Products	\$ 100,000	\$ 4,958	\$ 31,576	31.58%
02-5-06-51130	Office Supplies & Expenses	\$ 30,000	\$ 667	\$ 5,686	18.95%
02-5-06-51140	General Supplies & Expenses	\$ 35,000	\$ 8,446	\$ 16,015	45.76%
02-5-06-51199	Disaster Incidences	\$ -	\$ -	\$ -	
02-5-06-51211	Utilities - Electricity	\$ 30,000	\$ 2,569	\$ 13,136	43.79%
02-5-06-51213	Utilities - Natural Gas	\$ 3,000	\$ -	\$ 40	1.34%
02-5-06-54002	Dues & Subscriptions	\$ 16,500	\$ 172	\$ 1,718	10.41%
02-5-06-54005	Computer Expenses	\$ 100,000	\$ 16,147	\$ 31,151	31.15%
02-5-06-54010	Postage	\$ 3,500	\$ 7	\$ 2,105	60.15%
02-5-06-54012	Education & Training	\$ 15,000	\$ 28	\$ 3,275	21.83%
02-5-06-54013	Utility Billing Expenses	\$ 180,000	\$ 300	\$ 44,366	24.65%
02-5-06-54014	Public Relations	\$ 50,000	\$ 74	\$ 371	0.74%
02-5-06-54016	Travel Related Expenses	\$ 10,000	\$ 706	\$ 6,025	60.25%
02-5-06-54017	Certifications & Renewals	\$ 7,000	\$ 160	\$ 1,256	17.94%
02-5-06-54020	Meeting Related Expenses	\$ 6,000	\$ 121	\$ 1,843	30.72%
02-5-06-54022	Utilitys - YVWD Services	\$ 50,000	\$ -	\$ 21,351	42.70%
02-5-06-54024	Utilities - Waste Disposal	\$ 2,500	\$ -	\$ 546	21.83%
02-5-06-54025	Utilities - Telephone & Internet	\$ 45,000	\$ 1,853	\$ 11,964	26.59%
02-5-06-54099	Conservation & Rebates	\$ 10,000	\$ -	\$ 421	
02-5-06-54104	Contractual Services	\$ 80,000	\$ 5,792	\$ 35,678	44.60%
02-5-06-54107	Legal	\$ 40,000	\$ -	\$ 17,746	44.37%
02-5-06-54108	Audit & Accounting	\$ 16,000	\$ -	\$ 2,250	14.06%
02-5-06-54109	Professional Fees	\$ 200,000	\$ 2,500	\$ 46,925	23.46%
02-5-06-55500	Depreciation Reserves	\$ 200,000	\$ 16,667	\$ 66,667	33.33%
	Infrastructure Replacement	\$ 1,000,000	\$ 83,333	\$ 333,332	33.33%
02-5-06-56001	Insurance	\$ 100,000	\$ 7,872	\$ 31,671	31.67%
02-5-06-57030	Regulatory Compliance	\$ 15,000	\$ 100	\$ 1,100	7.33%
02-5-06-57090	Election Related Expenses	\$ -	\$ -	\$ -	
02-5-06-57096	Beaumont Basin Watermaster	\$ 50,000	\$ -	\$ 12,923	25.85%
02-5-06-57199	Suspense	\$ -	\$ -	\$ -	
	<b>ADMINISTRATION TOTALS</b>	<b>\$ 3,686,118</b>	<b>\$ 249,348</b>	<b>\$ 1,097,262</b>	<b>29.77%</b>

FY 2017-18 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
02-5-40-57201	Debt Srv-Series 2015A Princ.(2500	\$ 1,030,000	\$ -	\$ 1,065,000	103.40%
02-5-40-57402	Interest-Long-Term Debt Bonds	\$ 1,265,665	\$ -	\$ 625,106	49.39%
	<b>40 - Debt</b>	<b>\$ 2,295,665</b>	<b>\$ -</b>	<b>\$ 1,690,106</b>	<b>73.62%</b>
02-5-40-57001	Asset Acq, - Water Resources	\$ -		\$ -	--
02-5-40-57003	Asset Acq, - Public works	\$ -		\$ -	--
02-5-40-57006	Asset Acq. - Admin (fuel master)	\$ -		\$ -	--
	<b>40 - Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>--</b>
				<b>\$ 5,338,810</b>	
	<b>TOTAL WATER EXPENSES</b>	<b>\$ 13,924,171</b>	<b>\$ 664,521</b>	<b>\$ 5,338,810</b>	<b>38.34%</b>



FY 2017-18 Sewer Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
03-5-02-50010	Labor-S Treatment	\$ 809,289	\$ 64,470	\$ 260,748	32.22%
03-5-02-50013	Benefits-Fica	\$ 62,000	\$ 5,231	\$ 21,120	34.06%
03-5-02-50014	Benefits-Life Insurance	\$ 3,680	\$ 131	\$ 531	14.42%
03-5-02-50016	Benefits-Health\Defrd Comp	\$ 155,600	\$ 15,927	\$ 62,475	40.15%
03-5-02-50017	Benefits-Disability Insurance	\$ 7,300	\$ 874	\$ 3,533	48.39%
03-5-02-50019	Benefits-Workers Compensation	\$ 21,900	\$ -	\$ 3,438	15.70%
03-5-02-50021	Benefits-PERS	\$ 53,000	\$ 3,579	\$ 14,243	26.87%
03-5-02-50022	Benefits-PERS Employer	\$ 92,375	\$ 4,363	\$ 17,869	19.34%
03-5-02-50023	Benefits-Uniforms	\$ 2,800	\$ 202	\$ 1,114	39.80%
03-5-02-50024	Benefits-Vacation & Sick Pay	\$ 5,000	\$ 365	\$ 1,481	29.62%
03-5-02-50025	Benefits-Boot Allowance	\$ 1,840	\$ -	\$ 721	39.21%
03-5-02-51003	R&M - Structures	\$ 275,000	\$ 13,134	\$ 156,773	57.01%
03-5-02-51010	R&M - Automation Control	\$ 80,000	\$ 3,796	\$ 14,948	18.68%
03-5-02-51106	Chemicals	\$ 500,000	\$ 37,945	\$ 188,082	37.62%
03-5-02-51111	Propane	\$ 10,000	\$ -	\$ -	0.00%
03-5-02-51115	Laboratory Supplies	\$ 30,000	\$ -	\$ 5,760	19.20%
03-5-02-51140	General Supplies & Expenses	\$ 2,000	\$ -	\$ 39	1.96%
03-5-02-51210	Utilities - Power Purchases	\$ 800,000	\$ 71,444	\$ 301,017	37.63%
03-5-02-54110	Laboratory Services	\$ 100,000	\$ 1,435	\$ 23,408	23.41%
03-5-02-57031	Sludge Disposal	\$ 250,000	\$ -	\$ 67,051	26.82%
03-5-02-57034	Brine Operating Expenses	\$ 300,000	\$ 2,528	\$ 6,411	2.14%
	<b>TREATMENT TOTALS</b>	<b>\$ 3,561,784</b>	<b>\$ 225,424</b>	<b>\$ 1,150,761</b>	<b>32.31%</b>
03-5-06-50010	Labor-Administration	\$ 707,579	\$ 38,339	\$ 156,004	22.05%
03-5-06-50011	Labor Credit	\$ -	\$ -	\$ -	
03-5-06-50012	Directors Fees	\$ 22,500	\$ 2,552	\$ 6,850	30.44%
03-5-06-50013	Benefits-Fica	\$ 54,200	\$ 3,227	\$ 13,032	24.04%
03-5-06-50014	Benefits-Life Insurance	\$ 3,500	\$ 116	\$ 455	13.00%
03-5-06-50016	Benefits-Health\Defrd Comp	\$ 144,700	\$ 16,836	\$ 65,147	45.02%
03-5-06-50017	Benefits-Disability Insurance	\$ 6,400	\$ 517	\$ 2,274	35.53%
03-5-06-50019	Benefits-Workers Compensation	\$ 19,100	\$ -	\$ 1,000	5.24%
03-5-06-50021	Benefits-PERS	\$ 49,600	\$ 2,166	\$ 8,672	17.48%
03-5-06-50022	Benefits PERS Employer	\$ 103,300	\$ 2,904	\$ 12,231	11.84%
03-5-06-50023	Benefits-Uniforms	\$ 2,564	\$ 44	\$ 266	10.39%
03-5-06-50024	Benefits-Vacation & Sick Pay	\$ 10,000	\$ 307	\$ 1,382	13.82%
03-5-06-50025	Benefits-Boot Allowance	\$ 1,710	\$ -	\$ -	0.00%
03-5-06-51120	Safety Equipment/Supplies	\$ 10,000	\$ -	\$ 1,442	14.42%
03-5-06-51125	Petroleum Products	\$ 20,000	\$ 1,200	\$ 5,648	28.24%
03-5-06-51130	Office Supplies	\$ 4,000	\$ -	\$ -	0.00%
03-5-06-51140	General Supplies & Expenses	\$ 25,000	\$ 6,275	\$ 6,576	26.30%
03-5-06-51199	Disaster Repairs	\$ -	\$ -	\$ -	
03-5-06-54002	Dues & Subscriptions	\$ 10,000	\$ -	\$ 1,027	10.27%
03-5-06-54003	Management & Admin Services	\$ 189,000	\$ 15,750	\$ 63,000	33.33%
03-5-06-54005	Computer Expenses	\$ 100,000	\$ 15,997	\$ 28,363	28.36%
03-5-06-54012	Education & Training	\$ 9,000	\$ 48	\$ 2,129	23.66%
03-5-06-54014	Public Relations	\$ 50,000	\$ 74	\$ 215	0.43%
03-5-06-54016	Travel Related Expenses	\$ 7,000	\$ 1,341	\$ 7,365	105.22%
03-5-06-54017	Certifications & Renewals	\$ 7,500	\$ -	\$ 1,213	16.17%
03-5-06-54019	Licenses & Permits	\$ 62,500	\$ -	\$ 16,787	26.86%
03-5-06-54020	Meeting Related Expenses	\$ 5,000	\$ 86	\$ 1,400	28.00%
03-5-06-54022	Utilities - YVWD Services	\$ 2,000	\$ -	\$ 382	19.09%

FY 2017-18 Sewer Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
03-5-06-54024	Utilities - Waste Disposal	\$ 13,000	\$ -	\$ 3,438	26.45%
03-5-06-54025	Utilities - Telephone & Internet	\$ 30,000	\$ 3,319	\$ 16,489	54.96%
03-5-06-54030	Drinking Water	\$ 1,000	\$ 85	\$ 452	45.23%
03-5-06-54104	Contractual Services	\$ 70,000	\$ 681	\$ 15,466	22.09%
03-5-06-54107	Legal	\$ 45,000	\$ -	\$ 15,046	33.44%
03-5-06-54108	Audit & Accounting	\$ 16,000	\$ -	\$ 2,250	14.06%
03-5-06-54109	Professional Fees	\$ 225,000	\$ 2,500	\$ 56,404	25.07%
03-5-06-55500	Depreciation Reserves	\$ 500,000	\$ 41,667	\$ 166,667	33.33%
	Infrastructure Replacement	\$ 700,000	\$ 58,333	\$ 233,332	33.33%
03-5-06-56001	Insurance	\$ 100,000	\$ 7,872	\$ 31,487	31.49%
03-5-06-57030	Regulatory Compliance	\$ 50,000	\$ -	\$ 9,545	19.09%
	<b>ADMINISTRATION TOTALS</b>	<b>\$ 3,376,153</b>	<b>\$ 222,234</b>	<b>\$ 953,435</b>	<b>28.24%</b>
03-5-07-50010	Labor-Environmental Control	\$ 565,420	\$ 26,650	\$ 134,742	23.83%
03-5-07-50011	Labor Credit	\$ -	\$ -	\$ -	
03-5-07-50013	Benefits-Fica	\$ 43,302	\$ 2,074	\$ 10,619	24.52%
03-5-07-50014	Benefits-Life Insurance	\$ 3,200	\$ 72	\$ 231	7.21%
03-5-07-50016	Benefits-Health\Defrd Comp	\$ 134,400	\$ 9,143	\$ 28,544	21.24%
03-5-07-50017	Benefits-Disability Insurance	\$ 5,100	\$ 358	\$ 1,640	32.15%
03-5-07-50019	Benefits-Workers Compensation	\$ 15,300	\$ -	\$ 1,500	9.80%
03-5-07-50021	Benefits-PERS	\$ 25,000	\$ 1,009	\$ 5,538	22.15%
03-5-07-50022	Benefits-PERS Employer	\$ 40,000	\$ 1,771	\$ 9,011	22.53%
03-5-07-50023	Benefits-Uniforms	\$ 2,400	\$ 110	\$ 596	24.83%
03-5-07-50024	Benefits-Vacation & Sick Pay	\$ 2,000	\$ 220	\$ 991	49.54%
03-5-07-50025	Benefits-Boot Allowance	\$ 1,600	\$ -	\$ 144	9.00%
03-5-07-51003	R&M - Structures	\$ 225,000	\$ 670	\$ 77,275	34.34%
03-5-07-51140	General Supplies & Expenses	\$ 1,000	\$ -	\$ 710	70.95%
03-5-07-51241	Lift Station #1	\$ 70,000	\$ 3,903	\$ 18,699	26.71%
03-5-07-51242	Lift Station #2	\$ 30,000	\$ 911	\$ 4,510	15.03%
03-5-07-51243	Lift Station #3	\$ 15,000	\$ 223	\$ 1,817	12.11%
03-5-07-51244	Lift Station #4	\$ 50,000	\$ 546	\$ 3,176	6.35%
03-5-07-51248	Lift Station #8	\$ 3,000	\$ 77	\$ 1,135	37.85%
03-5-07-54111	Pretreatment	\$ 66,000	\$ 4,442	\$ 16,738	25.36%
	<b>ENVIRONMENTAL CONTROL TOTAL</b>	<b>\$ 1,297,722</b>	<b>\$ 52,179</b>	<b>\$ 317,615</b>	<b>24.47%</b>
03-5-40-57202	Debt Service - Principal - WRWRF	\$ 2,199,524	\$ -	\$ 2,199,524	100.00%
03-5-40-57203	Debt Service - Principal - Brineline	\$ 423,936	\$ -	\$ -	0.00%
03-5-40-57204	Debt Service - Principal - WISE	\$ 130,782	\$ -	\$ -	0.00%
03-5-40-57205	Debt Service - Principal - R 10.3	\$ 38,318	\$ -	\$ -	0.00%
03-5-40-57206	Debt Service - Principal - Crow & B12-1	\$ 13,014	\$ -	\$ -	0.00%
03-5-40-57403	Debt Service - Interest	\$ 1,091,707	\$ -	\$ 724,145	66.33%
	<b>40 - Debt</b>	<b>\$ 3,897,281</b>	<b>\$ -</b>	<b>\$ 2,923,669</b>	<b>75.02%</b>
03-5-40-57002	Asset Acq. - Treatment	\$ -	\$ -	\$ -	
03-5-40-57006	Asset Acq. - Admin (fuel master)	\$ -	\$ -	\$ -	
03-5-40-57007	Asset Acq. - EC (ADS flow monitors & smart covers)	\$ -	\$ -	\$ -	
	<b>40 - Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
				<b>\$ 5,345,480</b>	
	<b>TOTAL SEWER EXPENSES</b>	<b>\$ 12,132,940</b>	<b>\$ 499,836</b>	<b>\$ 5,345,480</b>	<b>44.06%</b>

FY 2017-18 Recycled Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Oct '17	Year to Date	%
04-5-06-50010	Labor-Recycled Water	\$ 364,137	\$ 30,827	\$ 114,491	31.44%
04-5-06-50012	Director Fees	\$ 5,000	\$ -	\$ -	0.00%
04-5-06-50013	Benefits-FICA	\$ 20,000	\$ 2,397	\$ 9,100	45.50%
04-5-06-50014	Benefits-Life Insurance	\$ 1,820	\$ 70	\$ 141	7.73%
04-5-06-50016	Benefits-Health & Def Comp	\$ 30,000	\$ 9,663	\$ 19,657	65.52%
04-5-06-50017	Benefits-Disability Insurance	\$ 3,300	\$ 406	\$ 1,350	40.92%
04-5-06-50019	Benefits-Workers Compensation	\$ 4,000	\$ -	\$ 197	4.92%
04-5-06-50021	Benefits-PERS Employee	\$ 11,000	\$ 1,506	\$ 4,769	43.36%
04-5-06-50022	Benefits-PERS Employer	\$ 18,243	\$ 2,202	\$ 7,852	43.04%
04-5-06-50023	Benefits-Uniforms	\$ 1,365	\$ 34	\$ 181	13.25%
04-5-06-50024	Benefits-Vacation & Sick Pay	\$ 500	\$ 21	\$ 152	30.49%
04-5-06-50025	Benefits-Boots	\$ 910	\$ -	\$ 200	21.98%
04-5-06-51003	R & M-Structures	\$ 25,000	\$ 63	\$ 849	3.40%
04-5-06-51011	R & M-Valves	\$ 5,000	\$ -	\$ -	0.00%
04-5-06-51020	R & M-Pipelines	\$ 5,000	\$ -	\$ 47	0.93%
04-5-06-51021	R & M-Service Lines	\$ 15,000	\$ -	\$ 1,024	6.83%
04-5-06-51022	R & M-Fire Hydrants	\$ 1,000	\$ -	\$ -	0.00%
04-5-06-51030	R & M-Meters	\$ 4,000	\$ -	\$ 2,710	67.76%
04-5-06-51140	General Supplies & Expenses	\$ 2,500	\$ 1,394	\$ 2,894	115.77%
04-5-06-51210	Utilities-Power Purchasess	\$ 85,000	\$ 7,369	\$ 28,194	33.17%
04-5-06-54002	Dues & Subscriptions	\$ 4,000	\$ -	\$ 56	1.39%
04-5-06-54005	Computer Expense	\$ 9,000	\$ 870	\$ 1,574	17.49%
04-5-06-54012	Education & Training	\$ 4,000	\$ 970	\$ 3,565	89.12%
04-5-06-54014	Public Relations	\$ 2,000	\$ 836	\$ 868	43.38%
04-5-06-54016	Travel Related Expenses	\$ 2,500	\$ 877	\$ 2,466	98.65%
04-5-06-54017	Certifications & Renewals	\$ 500	\$ -	\$ -	0.00%
04-5-06-54019	Licenses & Permits	\$ 20,000	\$ -	\$ -	0.00%
04-5-06-54020	Meeting Related Expenses	\$ 1,000	\$ 38	\$ 239	23.89%
04-5-06-54022	Utilities - YVWD Services	\$ 25,000	\$ -	\$ 11,340	45.36%
04-5-06-54025	Utilities - Telephone & Internet	\$ 1,500	\$ -	\$ 428	28.51%
04-5-06-54010	Contractual Services	\$ 8,400	\$ -	\$ 2,076	24.71%
04-5-06-54107	Legal	\$ 1,250	\$ -	\$ -	0.00%
04-5-06-54108	Audit & Accounting	\$ 2,500	\$ -	\$ 500	20.00%
04-5-06-54109	Professional Fees	\$ 25,000	\$ -	\$ 22,426	89.70%
04-5-06-54110	Laboratory Services	\$ -	\$ -	\$ -	
04-5-06-55500	Depreciation	\$ 8,000	\$ 665	\$ 2,680	33.50%
	Infrastructure Replacement	\$ 25,000	\$ 2,083	\$ 8,332	33.33%
04-5-06-56001	Insurance	\$ 20,000	\$ 1,749	\$ 6,997	34.98%
04-5-06-57030	Regulatory Compliance	\$ 25,000	\$ 1,040	\$ 10,735	42.94%
04-5-06-57040	Environmental Compliance	\$ 9,000	\$ -	\$ -	0.00%
				\$ 268,089	
	<b>TOTAL RECYCLED EXPENSES</b>	<b>\$ 796,425</b>	<b>\$ 65,082</b>	<b>\$ 268,089</b>	<b>33.66%</b>





**Date:** November 14, 2017

**From:** Allison M. Edmisten, Chief Financial Officer

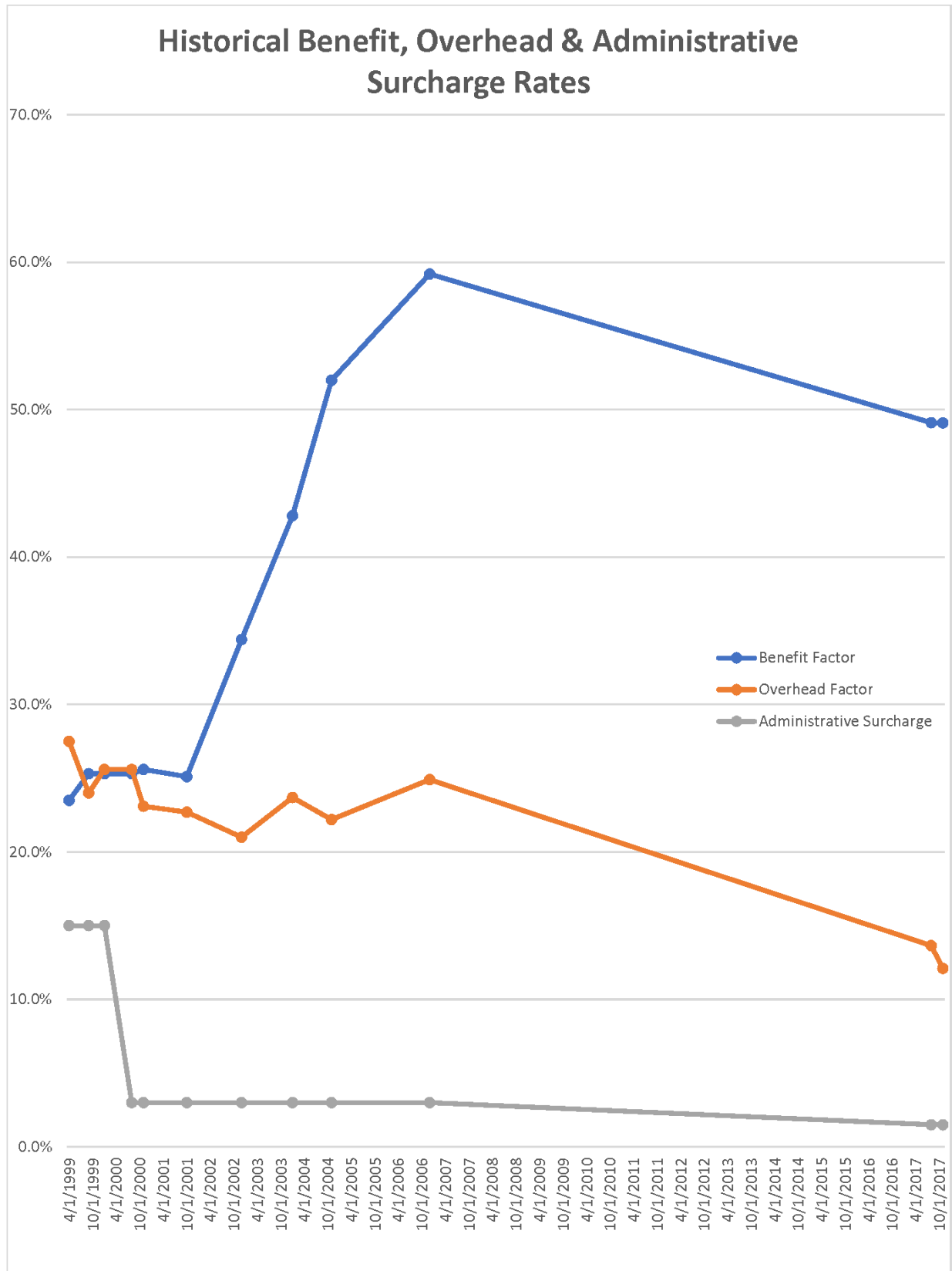
**Subject:** Review of Draft Resolution No. 2017-xx Establishing Employee Benefit, Administrative Overhead and Surcharge Factors

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On November 1, 2000, the Board of Directors adopted Resolution No. 36-2000 establishing the methodology and factors related to calculating employee benefits, administrative overhead and surcharges for outside billing purposes. Following the establishment of the methodology, the District has implemented several updates to the cost factors to make certain the billing factors are based on current financial data. The most recently adopted billing factors and the proposed factors are provided below.

	Existing YVWD Resolution No. 2017-20	Proposed YVWD Resolution No. 2017-XX
Resolution Adoption Date	August 1, 2017	November 21, 2017
Employee Benefit Factor	49.1%	49.1%
Administrative Overhead Factor	13.6%	12.1%
Administrative Surcharge	1.5%	1.5%

Based on the District's Operating Budget for Fiscal Year 2018 and the Audited Financial Statement for Fiscal Year 2017, the District staff recommends adopting the attached resolution to amend the factors used to calculate charges for District services.



**RESOLUTION NO. 2017-XX****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE YUCAIPA VALLEY WATER DISTRICT ESTABLISHING EMPLOYEE BENEFIT, ADMINISTRATIVE OVERHEAD AND SURCHARGE FACTORS**

The Board of Directors of the Yucaipa Valley Water District does hereby resolve as follows:

WHEREAS, the Yucaipa Valley Water District regularly invoices customers and developers on a time and material basis to arrive at the actual cost of the work completed by District employees, and,

WHEREAS, when the District uses time and material methodology to generate the cost of a project, it is necessary to include an employee benefit factor, and administrative overhead and surcharge factors in calculating actual project cost.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Yucaipa Valley Water District does hereby establish the following factors to be used in the calculation of charges for time and material based services:

1. Employee Benefit Factor: The Employee Benefit Factor shall be 49.1%. Attachment "A" illustrates the manner in which the Employee Benefit Factor was calculated.
2. Administrative Overhead Factor: The Administrative Overhead Factor shall be 12.1%. Attachment "A" illustrates the manner in which the Administrative Overhead Factor was calculated.
3. Administrative Surcharge: An Administrative Surcharge equal to 1.5% shall be applied to all outside service charges generated by consultants and contractors for all District related projects.
4. Benefit & Overhead Calculation Methodology: Attachment "B" illustrates how the factors established above will be used to calculate total project cost.
5. Hourly Labor Rates: The calculated hourly labor rate shall be updated on a regular basis to reflect the sum of the range maximum in effect for each job position plus the benefit factor plus the overhead factor as provided in Attachment "B."

This resolution should take effect immediately and shall apply to all active and future projects.

PASSED AND ADOPTED this 21<sup>st</sup> day of November 2017.

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Secretary of the Board



Attachment "A"

### CALCULATION OF EMPLOYEE BENEFIT FACTOR

	Labor		Benefits		Benefit Percentage Calculation
LABOR RELATED EXPENSES:					
Water Division:					
Water Resource Department	\$729,415		\$399,337		54.7%
Public Works Department	\$1,647,456		\$757,180		46.0%
Administrative Services Department*	\$792,038		\$437,080		55.2%
Wastewater Division:					
Treatment Department	\$809,289		\$405,495		50.1%
Environmental Control Department	\$565,420		\$272,302		48.2%
Administration Department	\$707,579		\$395,074		55.8%
Recycled Water Division:					
Recycled Water Department	\$364,137		\$91,138		25.0%
<b>TOTAL LABOR RELATED EXPENSES:</b>	<b>\$5,615,334</b>	<b>+</b>	<b>\$2,757,606</b>	<b>=</b>	<b>\$8,372,940</b>
			<u>Benefits</u>	<b>=</b>	
			<u>Total Labor</u>	<b>=</b>	<b>49.1%</b>
			<b>\$2,757,606</b>		
			<b>\$5,615,334</b>		

<b>THE RATE OF LABOR RELATED BENEFITS FOR PROJECTS BASED ON THE FY 2018 OPERATING BUDGET SHALL BE BILLED AT A RATE EQUAL TO:</b>	<b>0.491</b>
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\* This department is considered to be non-enterprise related. This percentage of total labor associated with this department is used to distinguish between enterprise and non-enterprise duties in the Salaries and Employee Benefits below.

Source: The information above was derived from the Operating Budget for Fiscal Year 2018.

### CALCULATION OF OVERHEAD FACTOR

	District Related Expenses for Fiscal Year 2017	Enterprise Related Expenses	Non-Enterprise Related Expenses & (Overhead)
OPERATING EXPENSES:			
Salaries and Employee Benefits	\$7,661,994	\$6,581,276	\$1,080,718
Electrical Power	\$2,272,626	\$2,272,626	
Water Purchases	\$1,637,696	\$1,637,696	
Administrative Services	\$990,949		\$990,949
Operating Supplies	\$929,780	\$929,780	
Maintenance and Repairs	\$2,259,361	\$2,259,361	
Crystal Creek Water Treatment	\$750,060	\$750,060	
Brineline Charges	\$405,210	\$405,210	
Depreciation/Amortization (Split 85%:15%)	\$8,228,835	\$6,994,510	\$1,234,325
Insurance	\$209,961	\$209,961	
Professional Fees	\$1,298,457	\$1,298,457	
Other (Split 50%:50%)	\$460,139	\$230,070	\$230,070
NONOPERATING EXPENSES:			
Interest Expense	\$2,233,253	\$2,233,253	
<b>TOTAL EXPENSES</b>	<b>\$29,338,321</b>	<b>\$25,802,260</b>	<b>\$3,536,061</b>
<b>PERCENTAGE OF TOTAL EXPENSES</b>	<b>100.0%</b>	<b>87.9%</b>	<b>12.1%</b>

<b>THE RATE OF OVERHEAD FOR PROJECTS BASED ON THE FISCAL YEAR 2017 AUDIT SHALL BE BILLED AT A RATE EQUAL TO:</b>	<b>0.121</b>
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Source: The information above was derived from the Audited Financial Statement dated June 30, 2017.

Attachment "B"

## BENEFIT & OVERHEAD CALCULATION METHODOLOGY

Hourly Range Maximum of Job Title	[A]
Benefit Calculation Factor (0.491)	[B] = [A] x 0.491
Overhead Calculation Factor (0.121)	[C] = [A] x 0.121
<b>Total District Labor Expense</b>	<b>[D] = [A] + [B] + [C]</b>
Sum of District Material Costs	[E]
Overhead Calculation Factor (0.121)	[F] = [E] x 0.121
<b>Subtotal of District Material Expense</b>	<b>[G] = [E] + [F]</b>
Sum of District Equipment Costs	[H]
Overhead Calculation Factor (0.121)	[I] = [H] x 0.121
<b>Subtotal of District Equipment Expense</b>	<b>[J] = [H] + [I]</b>
Sum of All Outside Services	[K]
Administrative Surcharge (0.015)	[L] = [K] x 0.015
<b>Total of Outside Services Charges</b>	<b>[M] = [K] + [L]</b>
Total District Labor Expense	[D] = [A] + [B] + [C]
Subtotal of District Material Expense	[G] = [E] + [F]
Subtotal of District Equipment Expense	[J] = [H] + [I]
Total of Outside Services Charges	[M] = [K] + [L]
<b>Total Project Cost</b>	<b>[N] = [D] + [G] + [J] + [M]</b>



**Date:** November 14, 2017  
**From:** Allison M. Edmisten, Chief Financial Officer  
**Subject:** Presentation of Proposed Budget Adjustments for Fiscal Year 2017-18

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The following are adjustments to the 2017-18 Adopted budget based on trending and/or items that were not anticipated when the initial budget was adopted in June 2017.

For both the water and sewer funds there is no overall change to revenues and expenses. For the recycled water fund there is an increase of \$14,370 in both revenue and expenses. After the adjustments, this continues to be a balanced budget.

District staff anticipates making budget recommendations and adjustments at least twice during the fiscal year. Another budget adjustment is expected to be presented in the third or fourth quarter of the fiscal year.

## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
<b>OPERATING REVENUE:</b>					
Potable Water - Commodity Charge	02-40010	5,912,971		5,912,971	
Construction Water - Commodity Charge	02-40011	20,000		20,000	
Imported Water - San Gorgonio Pass W.A.	02-40012	250,000		250,000	
Imported Water - San Bernardino Valley M.W.D.	02-40013	850,000		850,000	
Potable Water - Commodity Multi-Unit Discount	02-40014	(100,000)		(100,000)	
Water Wholesale Revenue	02-40015	300,000		300,000	
Water Service Establishment Fee	02-40016	5,000		5,000	
Potable Water - Service Demand Charge	02-41000	3,200,000		3,200,000	
Fire Service Standby Fee	02-41001	45,000		45,000	
Construction Water - Service Charge	02-41003	15,000		15,000	
Potable Water - Service Charge Multi-Unit Discount	02-41005	(135,000)		(135,000)	
Unauthorized Use of Water Charges	02-41010	2,000		2,000	
Water Meter & Service Installation Charges	02-41110	75,000		75,000	
Fire Flow Measurements & Reports	02-41112	3,500		3,500	
Disconnection and Reconnection Charges	02-41113	125,000		125,000	
Delinquent Payment Charges	02-41121	125,000		125,000	
Management & Accounting Services	02-42123	189,000		189,000	
Bad Debt Write-Off & Recovery	02-42124	(20,000)		(20,000)	
<b>Total Operating Revenue</b>		10,862,471	-	10,862,471	
<b>NON-OPERATING REVENUE:</b>					
Transfer - Reserve Fund to Asset Acquisition		-		-	
Transfer - Reserve Fund		-		-	
Transfer - Rate Stabilization Fund to Water Division		-		-	
Interest Earned	02-43010	50,000		50,000	
Property Tax-Unsecured	02-43110	115,000		115,000	
Property Tax-Secured	02-43120	2,600,000		2,600,000	
Tax Collection-Prior	02-43130	25,000		25,000	
Other Taxes	02-43140	170,000		170,000	
Rental Income - Water Stock	02-49110	1,700		1,700	
Miscellaneous Non-Operating Revenue	02-49150	100,000		100,000	
<b>Total Non-Operating Revenue</b>		3,061,700	-	3,061,700	
<b>TOTAL WATER REVENUE</b>		<b>13,924,171</b>		<b>13,924,171</b>	



## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
<b>OPERATING EXPENSE:</b>					
Water Resource Department		4,799,752	103,148	4,902,900	
Public Works Department		3,142,636	(98,148)	3,044,488	
Administration Department		3,686,118	(5,000)	3,681,118	
Long-Term Debt Obligations		2,295,665		2,295,665	
Asset Acquisition		-		-	
<b>Total Operating Expense</b>		<b>13,924,171</b>	<b>-</b>	<b>13,924,171</b>	
<b>TOTAL WATER EXPENSES</b>		<b>13,924,171</b>		<b>13,924,171</b>	

**WATER RESOURCE DEPARTMENT**

Labor	02-5-01-50010	729,415	103,148	832,563	Three Integrated Operators were allocated as Utility Service Workers incorrectly in the budget. This adjustment will correct that error.
Benefits	02-5-01-500xx	399,337		399,337	
Repair & Maintenance - Structures	02-5-01-51003	275,000		275,000	
Repair & Maintenance - Valves	02-5-01-51011	30,000		30,000	
General Supplies & Expenses	02-5-01-51140	1,000		1,000	
Power Purchases	02-5-01-51210	1,400,000		1,400,000	
Electricity and Fuel	02-5-01-51211	5,000		5,000	
Imported Water Purchases	02-5-01-51316	1,100,000		1,100,000	
Licenses & Permits	02-5-01-54019	25,000		25,000	
Laboratory Services	02-5-01-54110	85,000		85,000	
Operation, Repair & Maintenance - YVRWFF	02-5-01-57040	750,000		750,000	
<b>Sub-Total Water Resource Department</b>		<b>4,799,752</b>	<b>103,148</b>	<b>4,902,900</b>	

**PUBLIC WORKS DEPARTMENT**

Labor	02-5-03-50010	1,647,456	(144,407)	1,503,049	Three Integrated Operators were allocated as Utility Service Workers incorrectly in the budget. This adjustment will correct that error and offset other expenditure increases below.
Benefits	02-5-03-500xx	757,180		757,180	
Repair & Maintenance - Vehicles & Equipment	02-5-03-51001	200,000	30,000	230,000	This budget line item is trending high due to a number of large expenses that have occurred in the first quarter of the fiscal year. This increase is offset by a decrease in Professional Services (G/L #02-50-6-54109).
Repair & Maintenance - Valves	02-5-03-51011	10,000		10,000	
Repair & Maintenance - Pipelines	02-5-03-51010	225,000		225,000	
Repair & Maintenance - Service Lines	02-5-03-51021	175,000		175,000	
Repair & Maintenance - Fire Hydrants	02-5-03-51022	40,000		40,000	

## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
PUBLIC WORKS DEPARTMENT (CON'T)					
Repair & Maintenance - Water Meters	02-5-03-51030	75,000		75,000	
Fire Flow Testing	02-5-03-51031	12,000	16,259	28,259	This line item is trending high for the first quarter of this fiscal year. This increase is offset by a decrease in Professional Fees (G/L #02-5-06-54109) as well as Labor savings (G/L #02-5-03-50010).
General Supplies & Expenses	02-5-03-51140	1,000		1,000	
<b>Sub-Total Utility Services Department</b>		<b>3,142,636</b>	<b>(98,148)</b>	<b>3,044,488</b>	
ADMINISTRATION DEPARTMENT					
Labor	02-5-06-50010	792,038		792,038	
Director Fees	02-5-06-50012	22,500		22,500	
Benefits	02-5-06-500xx	437,080		437,080	
Repair & Maintenance - Structures	02-5-06-51003	15,000	30,000	45,000	A budget increase is necessary due to the one-time expense for the remaining office furniture, for both the front and back offices. This increase will be offset by the decrease in Labor (G/L #02-5-03-50010).
Safety Equipment & Supplies	02-5-06-51120	25,000		25,000	
Petroleum Products	02-5-06-51125	100,000		100,000	
Office Supplies	02-5-06-51130	30,000		30,000	
General Supplies & Expenses	02-5-06-51140	35,000		35,000	
Electricity	02-5-06-51211	30,000		30,000	
Natural Gas	02-5-06-51213	3,000		3,000	
Dues & Subscriptions	02-5-06-54002	16,500		16,500	
Computer Expenses	02-5-06-54005	100,000		100,000	
Postage	02-5-06-54010	3,500		3,500	
Printing & Publications	02-5-06-54011	-		-	
Education & Training	02-5-06-54012	15,000		15,000	
Utility Billing Expenses	02-5-06-54013	180,000		180,000	
Public Relations	02-5-06-54014	50,000		50,000	
Travel Related Expenses	02-5-06-54016	10,000		10,000	
Certifications & Renewals	02-5-06-54017	7,000		7,000	
Meeting Related Expenses	02-5-06-54020	6,000		6,000	
Utilities - YVWD Services	02-5-06-54022	50,000		50,000	
Waste Disposal	02-5-06-54024	2,500		2,500	
Telephone	02-5-06-54025	45,000		45,000	
Conservatin & Rebates	02-5-06-54099	10,000		10,000	
Contractual Services	02-5-06-54104	80,000		80,000	
Legal	02-5-06-54107	40,000		40,000	
Audit & Accounting	02-5-06-54108	16,000		16,000	

# WATER DIVISION BUDGET

## Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
<b>ADMINISTRATION DEPARTMENT (CON'T)</b>					
Professional Fees	02-5-06-54109	200,000	(35,000)	165,000	The line item for Labor Consulting Services for \$35,000 is incorrect as these expenses are included in Legal (G/L #02-5-06-54107). However, Legal (G/L #02-5-06-54107) is trending on target, therefore this savings will be allocated elsewhere.
Reserve Funds	02-5-06-55500	200,000		200,000	
Water Infrastructure Replacement	02-5-06-xxxxx	1,000,000		1,000,000	
Insurance	02-5-06-56001	100,000		100,000	
Regulatory Compliance	02-5-06-57030	15,000		15,000	
Election Related Expenses	02-5-06-57090	-		-	
Beaumont Basin Watermaster	02-5-06-57096	50,000		50,000	
<b>Sub-Total Administration Department</b>		<b>3,686,118</b>	<b>(5,000)</b>	<b>3,681,118</b>	
<b>LONG-TERM DEBT</b>					
Debt Service - Series 2004A Principal	02-5-40-57201	1,030,000	35,000	1,065,000	The principal payment issued in the first quarter of the fiscal year was more than the amount budgeted. This increase is offset by decrease in Interest (G/L #02-5-40-57402).
Debt Service - Series 2004A Interest	02-5-40-57402	1,265,665	(35,000)	1,230,665	The remaining interest due for the remainder of the fiscal year is less than the remaining budget. This decrease will offset the increase for Principal (G/L #02-5-40-57201).
Rate Stabilization Fund	02-5-40-57806	-		-	
<b>Sub-Total Long-Term Debt</b>		<b>2,295,665</b>	<b>-</b>	<b>2,295,665</b>	
<b>ASSET ACQUISITION</b>					
Water Department	02-5-40-57001	-		-	
Utility Services Department	02-5-40-57003	-		-	
Administration	02-5-40-57006	-		-	
<b>Sub-Total Asset Acquisition</b>		<b>-</b>	<b>-</b>	<b>-</b>	

## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
<b>OPERATING REVENUE:</b>					
Sewer Service Establishment Fee	03-40016	500		500	
Sewer Service Demand Charge	03-41000	11,890,265		11,890,265	
Sewer Service Demand - Multi-User Discount	03-41005	(200,000)		(200,000)	
Sewer Lateral Installation	03-41110	2,500		2,500	
Septage Pumping	03-41116	-		0	
Penalty Late Charges	03-41121	129,925		129,925	
Revenue-Other, Operating	03-42122	3,250		3,250	
Bad Debt Write-Off & Recovery	03-41124	(15,000)		(15,000)	
Front Footage Fees	03-41131	30,000		30,000	
	<b>Total Operating Revenue</b>	<b>11,841,440</b>	<b>-</b>	<b>11,841,440</b>	
<b>NON-OPERATING REVENUE:</b>					
Transfer - Reserve Fund to Asset Acquisition		-		-	
Transfer - Reserve Fund		-		0	
Rate Stabilization Fund Transfer In		-		0	
Interest Eamed	03-43010	35,000		35,000	
Property Tax-Unsecured	03-43110	50,000		50,000	
Property Tax-Secured	03-43120	175,000		175,000	
Tax Collection-Prior	03-43130	10,000		10,000	
Other Taxes	03-43140	1,500		1,500	
Misc. Non-Operating Revenue	03-49150	20,000		20,000	
	<b>Total Non-Operating Revenue</b>	<b>291,500</b>	<b>-</b>	<b>291,500</b>	
	<b>TOTAL SEWER REVENUE</b>	<b>12,132,940</b>		<b>12,132,940</b>	
<b>OPERATING EXPENSE:</b>					
Treatment		3,561,784	69,259	3,631,043	
Administration		3,376,153	-	3,376,153	
Environmental Control		1,297,722	(41,259)	1,256,463	
Debt Service		3,897,281	(28,000)	3,869,281	
Asset Acquisition		-	-	-	
	<b>Total Operating Expense</b>	<b>12,132,940</b>	<b>-</b>	<b>12,132,940</b>	
	<b>TOTAL SEWER EXPENSES</b>	<b>12,132,940</b>		<b>12,132,940</b>	



## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
<b>TREATMENT</b>					
Labor	03-5-02-50010	809,289	69,259	878,548	Three Integrated Operators were allocated as Utility Service Workers incorrectly in the budget. This adjustment will correct that error and offset other expenditure increases below.
Benefits	03-5-02-500xx	405,495		405,495	
Repair and Maintenance - Structures	03-5-02-51003	275,000		275,000	
Automation Control	03-5-02-51010	80,000		80,000	
Chemicals	03-5-02-51106	500,000		500,000	
Propane	03-5-02-51111	10,000		10,000	
Laboratory Supplies	03-5-02-51115	30,000		30,000	
General Supplies & Expenses	03-5-02-51140	2,000		2,000	
Utilities-Power Purchases	03-5-02-51210	800,000		800,000	
Laboratory Services	03-5-02-54110	100,000		100,000	
Sludge Disposal	03-5-02-57031	250,000		250,000	
Brineline Operating Expenses	03-5-02-57034	300,000		300,000	
	<b>Sub-Total Treatment</b>	<b>3,561,784</b>	<b>69,259</b>	<b>3,631,043</b>	
<b>ADMINISTRATION</b>					
Labor	03-5-06-50010	707,579		707,579	
Directors Fees	03-5-06-50012	22,500		22,500	
Benefits	03-5-06-500xx	395,074		395,074	
Safety Equipment	03-5-06-51120	10,000		10,000	
Petroleum Products	03-5-06-51125	20,000		20,000	
Office Supplies	03-5-06-51130	4,000		4,000	
General Supplies & Expenses	03-5-06-51140	25,000		25,000	
Dues & Subscriptions	03-5-06-54002	10,000		10,000	
Management & Accounting Services	03-5-06-54003	189,000		189,000	
Computer Expenses	03-5-06-54005	100,000		100,000	
Printing & Publications	03-5-06-54011	-		-	
Education & Training	03-5-06-54012	9,000		9,000	
Public Relations	03-5-06-54014	50,000		50,000	
Travel Related Expenses	03-5-06-54016	7,000		7,000	
Certifications & Renewals	03-5-06-54017	7,500		7,500	
Licenses & Permits	03-5-06-54019	62,500		62,500	
Meeting Related Expenses	03-5-06-54020	5,000		5,000	
YVWD Services	03-5-06-54022	2,000		2,000	
Waste Disposal	03-5-06-54024	13,000		13,000	
Telephone	03-5-06-54025	30,000		30,000	
Drinking Water	03-5-06-54030	1,000		1,000	
Contractual Services	03-5-06-54104	70,000		70,000	
Legal	03-5-06-54107	45,000		45,000	
Audit & Accounting	03-5-06-54108	16,000		16,000	
Professional Fees	03-5-06-54109	225,000		225,000	

## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation	
<b>ADMINISTRATION (CON'T)</b>						
Reserve Funds	03-5-06-55500	500,000		500,000		
Sewer Infrastructure Replacement	03-5-06-xxxxx	700,000		700,000		
Insurance	03-5-06-56001	100,000		100,000		
Regulatory Compliance	03-5-06-57030	50,000		50,000		
	<b>Sub-Total Administration</b>	<b>3,376,153</b>	<b>-</b>	<b>3,376,153</b>		
<b>ENVIRONMENTAL CONTROL</b>						
Labor	03-5-07-50011	565,420	(41,259)	524,161	Three Integrated Operators were allocated as Utility Service Workers incorrectly in the budget. This adjustment will correct that error and offset other expenditure increases below.	
Benefits	03-5-07-500xx	272,302		272,302		
Repair and Maintenance - Structures	03-5-07-51003	225,000		225,000		
General Supplies & Expenses	03-5-07-51140	1,000		1,000		
Lift Station No. 1	03-5-07-51241	70,000		70,000		
Lift Station No. 2	03-5-07-51242	30,000		30,000		
Lift Station No. 3	03-5-07-51243	15,000		15,000		
Lift Station No. 4	03-5-07-51244	50,000		50,000		
Lift Station No. 8	03-5-07-51248	3,000		3,000		
Professional Fees	03-5-07-54109	66,000		66,000		
Laboratory Services	03-5-07-54110	-		-		
	<b>Sub-Total Environmental Control</b>	<b>1,297,722</b>	<b>(41,259)</b>	<b>1,256,463</b>		
<b>LONG-TERM DEBT</b>						
Debt Service - Principal WRWRF Project	03-5-40-57202	2,199,524		2,199,524		
Debt Service - Principal Brineline Project	03-5-40-57203	423,936		423,936		
Debt Service - Principal WISE Project	03-5-40-57204	130,782		130,782		
Debt Service - Principal R-10.3 Project	03-5-40-57205	38,318		38,318		
Debt Service - Principal Crow Street & B-12.1	03-5-40-57206	13,014	2,000	15,014	An increase in Principal is needed based on the debt service schedule. This increase will be offset by a decrease in Interest (G/L #03-5-40-57403).	
Debt Service - Interest	03-5-40-57403	1,091,707	(30,000)	1,061,707	The amount budgeted for Interest was more than needed for the year. This decrease will offset the increase in Principal (G/L #03-5-40-57206) as well as the increased Labor (G/L #03-5-02-50010) expense.	
Debt Service - Rate Stabilization Fund	57006.03.06	-		-		
	<b>Sub-Total Long-Term Debt</b>	<b>3,897,281</b>	<b>(28,000)</b>	<b>3,869,281</b>		
<b>ASSET ACQUISITION</b>						
Sewer Treatment Department	03-5-40-57002	-		-		
Sewer Administration Department	03-5-40-57006	-		-		
Environmental Control Department	03-5-40-57007	-		-		
	<b>Sub-Total Asset Acquisition</b>	<b>-</b>	<b>-</b>	<b>-</b>		

## RECYCLED WATER DIVISION

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	
<b>OPERATING REVENUE:</b>					
Recycled Water - Commodity Charge	04-40010	551,425	14,370	565,795	Revenue is trending higher than budgeted. This increase will offset the increase needed in expenses.
Construction Recycled Water - Commodity Chrg	04-40011	20,000		20,000	
Recycled Water - Service Demand Charge	04-41000	60,000		60,000	
Construction Recycled Water - Service Charge	04-41003	5,000		5,000	
Meter/Lateral Installation	04-41110	15,000		15,000	
Delinquent Payment Charges	04-41121	1,000		1,000	
Revenue-Other, Operating	04-41122	500		500	
<b>Total Operating Revenue</b>		<b>652,925</b>	<b>14,370</b>	<b>667,295</b>	
<b>NON-OPERATING REVENUE:</b>					
Transfer - Reserve Fund	--	-		-	
Interest Earned	04-43010	10,000		10,000	
Property Tax-Unsecured	04-43110	10,000		10,000	
Property Tax-Secured	04-43120	110,000		110,000	
Tax Collection-Prior	04-43130	10,000		10,000	
Other Taxes	04-43140	2,500		2,500	
Misc. Non-Operating Revenue	04-49150	1,000		1,000	
<b>Total Non-Operating Revenue</b>		<b>143,500</b>	<b>-</b>	<b>143,500</b>	
<b>TOTAL RECYCLED WATER REVENUE</b>		<b>796,425</b>		<b>810,795</b>	
<b>OPERATING EXPENSES:</b>					
Labor - Recycled Water	04-5-06-50010	364,137	(20,630)	343,507	Three Integrated Operators were allocated as Utility Service Workers incorrectly in the budget. This adjustment will correct that error and offset other expenditure increases below.
Director Fees	04-5-06-50012	5,000		5,000	
Benefits - Recycled Water	04-5-06-500xx	91,138		91,138	
R&M - Structures	04-5-06-51003	25,000		25,000	
R&M - Valves	04-5-06-51011	5,000		5,000	
R&M - Pipelines	04-5-06-51020	5,000		5,000	
R&M - Service Lines	04-5-06-51021	15,000		15,000	
R&M - Fire Hydrants	04-5-06-51022	1,000		1,000	
R&M - Meters	04-5-06-51030	4,000		4,000	
R&M - Backflow	04-5-06-51031	-	5,000	5,000	This is a new G/L account as a result of the recycled water use at dual plumbed homes. This increase is offset by a decrease in Labor (G/L #04-5-06-50010).

## RECYCLED WATER DIVISION

### Fiscal Year 2018

	G/L Number	Adopted Budget Fiscal Year 2018	Budget Adjustment November 2018	Modified Budget Fiscal Year 2018	Explanation
General Supplies and Expenses	04-5-06-51140	2,500		2,500	
Utilities - Power Purchases	04-5-06-51210	85,000		85,000	
Dues & Subscriptions	04-5-06-54002	4,000		4,000	
Computer Expense	04-5-06-54005	9,000		9,000	
Printing & Publications	04-5-06-54011	-		-	
Education & Training	04-5-06-54012	4,000		4,000	
Public Relations	04-5-06-54014	2,000		2,000	
Travel & Meeting Related Expenses	04-5-06-54016	2,500		2,500	
Certifications & Renewals	04-5-06-54017	500		500	
Licenses & Permits	04-5-06-54019	20,000		20,000	
Meeting Related Expenses	04-5-06-54020	1,000		1,000	
Utilities - YVWD Services	04-5-06-54022	25,000		25,000	
Telephone	04-5-06-54025	1,500		1,500	
Contractual Services	04-5-06-54104	8,400		8,400	
Legal	04-5-06-54107	1,250		1,250	
Audit & Accounting	04-5-06-54108	2,500		2,500	
Professional Services	04-5-06-54109	25,000	15,000	40,000	Expenses are trending higher than the budget as a result of one-time expenses related to the Title 22 permit. This will be offset by a decrease in Labor (G/L #04-5-06-50010).
Laboratory Services	04-5-06-54110	-		-	
Reserve Funds	04-5-06-55500	8,000		8,000	
Recycled Water Infrastructure Replacement	04-5-06-xxxxx	25,000		25,000	
Insurance	04-5-06-56001	20,000		20,000	
Regulatory Compliance	04-5-06-57030	25,000	15,000	40,000	Expenses are trending higher than the budget due to increased backflow testing as a result of the recycled water program. This increase will be offset by an increase in Recycled Water Revenue (G/L #04-40010).
Environmental Compliance	04-5-06-57040	9,000		9,000	
<b>Total Operating Expense</b>		<b>796,425</b>	<b>14,370</b>	<b>810,795</b>	

**TOTAL RECYCLED WATER EXPENSES**

**796,425**

**810,795**



# Director Comments



Yucaipa Valley Water District

# Adjournment



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

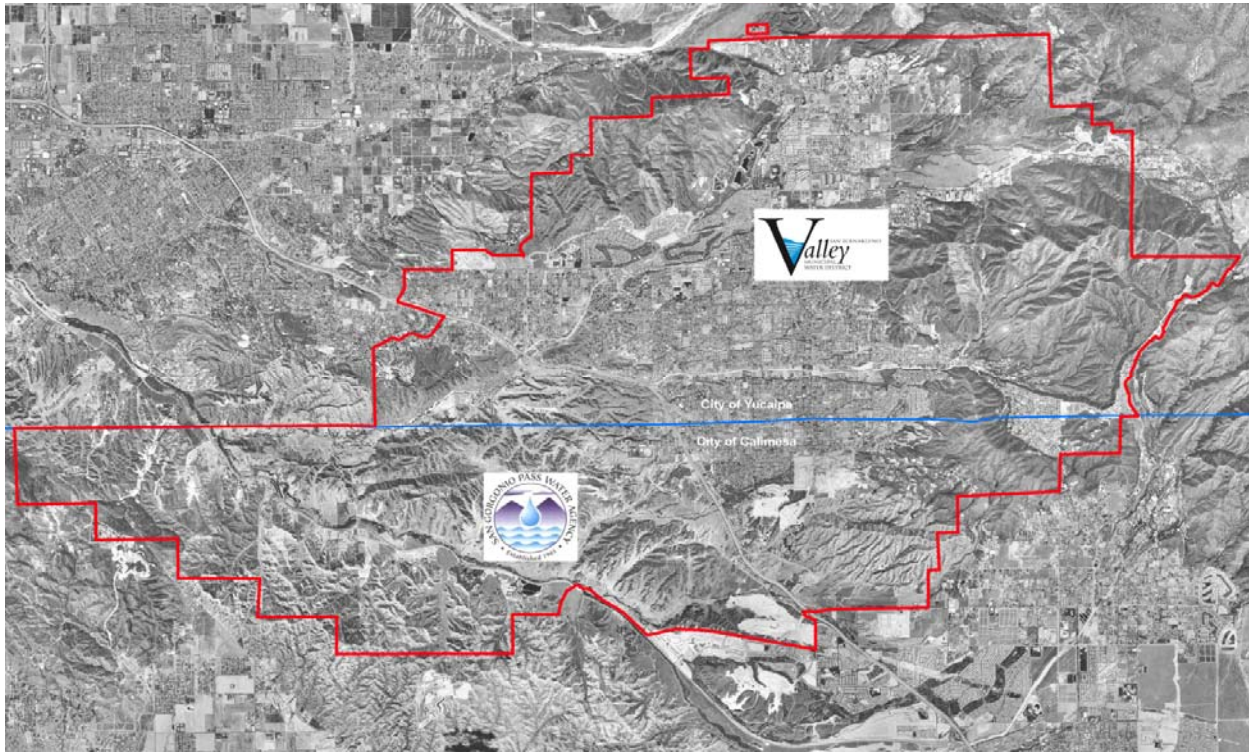
**Water System:** 215 miles of drinking water pipelines  
27 reservoirs - 34 million gallons of storage capacity  
18 pressure zones  
12,000 ac-ft annual water demand (3.9 billion gallons)  
Two water filtration facilities:  
- 1 mgd at Oak Glen Surface Water Filtration Facility  
- 12 mgd at Yucaipa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

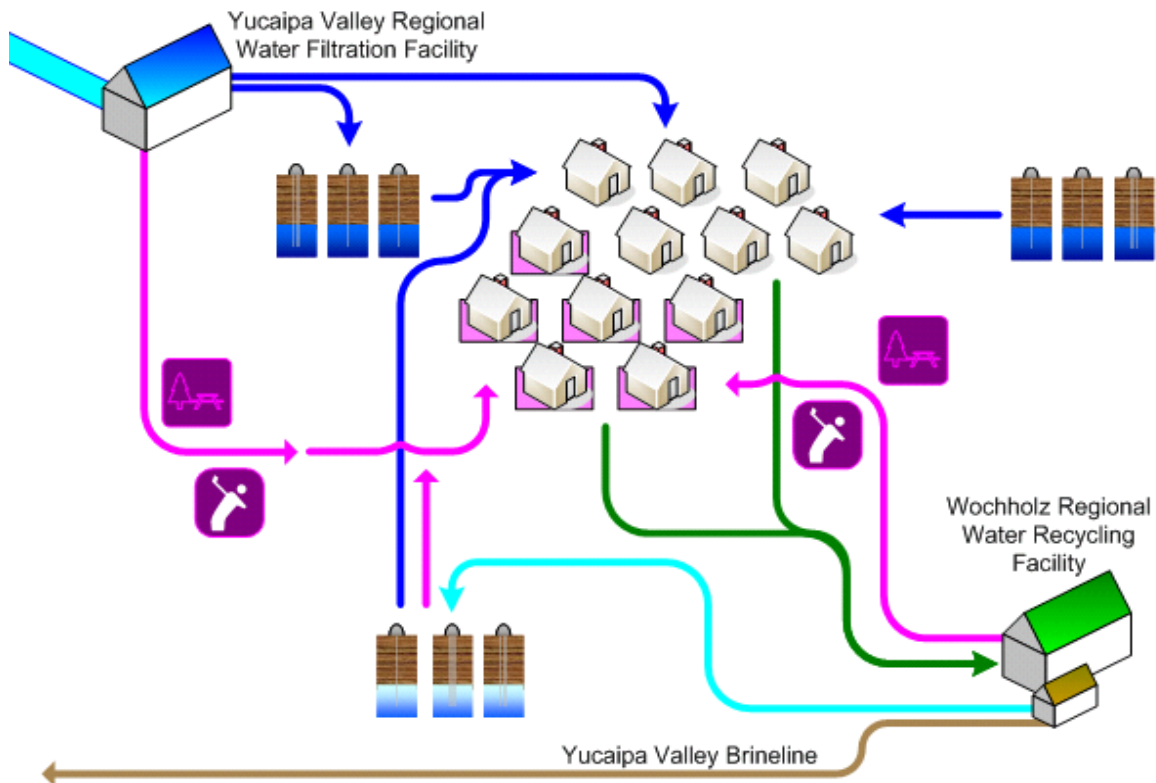
**Recycled Water:** 22 miles of recycled water pipelines  
5 reservoirs - 12 million gallons of storage  
1,200 ac-ft annual recycled demand (0.4 billion gallons)

**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

<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