



# Yucaipa Valley Water District

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

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

Tuesday, November 21, 2017 at 6:00 p.m.

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- I. **CALL TO ORDER** - Pledge of Allegiance
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS** - At this time, members of the public may address the Board of Directors on matters within its jurisdiction. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the board meeting.
- IV. **CONSENT CALENDAR** - All consent calendar matters are routine and will be acted upon in one motion. There will be no discussion of these items unless board members, administrative staff, or members of the public request specific items to be discussed and/or removed prior to the vote for approval.
  - A. Minutes of Meetings
    - 1. Regular Board Meeting - November 7, 2017
    - 2. Board Workshop - November 14, 2017
  - B. Payment of Bills
    - 1. Approve/Ratify Invoices for Board Awarded Contracts
    - 2. Ratify General Expenses for October 2017
- V. **STAFF REPORT**
- VI. **DISCUSSION ITEMS**
  - A. Presentation of the Unaudited Financial Report for the Period Ending on October 31, 2017 [[Director Memorandum No. 17-104 - Page 21 of 74](#)]  
RECOMMENDED ACTION: That the Board receives and files the unaudited financial report.
  - B. Consideration of Resolution No. 2017-25 Updating the Methodology used to Calculate Employee Benefit, Administrative Overhead, and Surcharge Factors for Cost Recovery of Certain Services Provided by the District [[Director Memorandum No. 17-105 - Page 45 of 74](#)]  
RECOMMENDED ACTION: That the Board adopts Resolution No. 2017-25.
  - C. Consideration of Proposed Budget Adjustments for Fiscal Year 2017-18 [[Director Memorandum No. 17-106 - Page 51 of 74](#)]

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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)

RECOMMENDED ACTION: That the Board, by minute order, approves the attached budget adjustments for Fiscal Year 2017-18.

- D. Receipt of an Easement from the City of Calimesa for the Construction of a 24" Recycled Water Pipeline [[Director Memorandum No. 17-107 - Page 61 of 74](#)]

RECOMMENDED ACTION: That the Board authorizes the recordation of the recycled water easement from the City of Calimesa.

## VII. BOARD REPORTS & DIRECTOR COMMENTS

### VIII. CLOSED SESSION

- A. Conference with Legal Counsel Existing Litigation Government Code, Section 54956.9(d)  
- Robinson Ranch vs 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 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
- D. Conference with Real Property Negotiator (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
- E. Conference with Real Property Negotiator (Government Code 54956.8)  
Property: Assessor's Parcel Numbers: 0301-211-020 and 0301-201-030  
Agency Negotiator: Joseph Zoba, General Manager  
Under Negotiation: Terms of Payment and Price
- F. Conference with Legal Counsel - Anticipated Litigation (Government Code 54956.9(b)) - One Case

### IX. ANNOUNCEMENTS

- A. November 28, 2017 at 4:00 p.m. - Board Workshop
- B. December 5, 2017 at 6:00 p.m. - Regular Board Meeting
- C. December 12, 2017 at 4:00 p.m. - Board Workshop
- D. December 19, 2017 at 6:00 p.m. - Regular Board Meeting
- E. December 26, 2017 at 4:00 p.m. - Board Workshop - Cancelled**
- F. January 2, 2018 at 6:00 p.m. - Regular Board Meeting - Cancelled**
- G. January 9, 2018 at 4:00 p.m. - Board Workshop

### X. ADJOURNMENT

# Consent Calendar



Yucaipa Valley Water District

# MINUTES OF A REGULAR BOARD MEETING

November 7, 2017 at 6:00 P.M.

Directors Present:

Jay Bogh, President  
Bruce Granlund, Vice President  
Lonni Granlund, Director  
Chris Mann, Director  
Tom Shalhoub, Director

Staff Present:

Joseph Zoba, General Manager  
Allison Edmisten, Chief Financial Officer  
Jennifer Ares, Water Resource Manager  
Mike Kostelecky, Operations Manager - Water  
Matthew Porras, Management Analyst

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

Linda Shelton, Customer  
Kevin Garcia, Customer  
Nicholas Zoba, Customer  
Joyce McIntyre, Customer  
Leonard Stephenson, San Gorgonio Pass Water Agency

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

CALL TO ORDER

Director Jay Bogh led the pledge of allegiance.

FLAG SALUTE

The roll was called with, Director Jay Bogh, Director Bruce Granlund, Director Lonni Granlund, Director Tom Shalhoub, and Director Chris Mann present.

ROLL CALL

None

PUBLIC COMMENTS

Director Chris Mann moved to approve the consent calendar and Director Tom Shalhoub seconded the motion.

CONSENT CALENDAR

A. Minutes of Meetings

1. Regular Board Meeting – October 17, 2017
2. Board Workshop – October 31, 2017

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

General Manager Joseph Zoba reported on the following items:

- The concept of establishing the new Public Works building as an incident command post in the event of an emergency.
- The upcoming Waterfix Summit hosted by the San Geronio Pass Water Agency on November 17, 2017.

STAFF REPORT

DISCUSSION ITEMS:

Following a staff presentation by Chief Financial Officer Allison Edmisten, Director Lonni Granlund moved and Director Bruce Granlund seconded a motion to authorize the adoption of the Yucaipa Valley Water District Conflict of Interest Code.

DM 17-100  
ADOPTION OF THE  
YUCAIPA VALLEY  
WATER DISTRICT  
CONFLICT OF  
INTEREST CODE

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Tom Shalhoub - Yes

Following a staff presentation by Chief Financial Officer Allison Edmisten, Director Lonni Granlund moved and Director Bruce Granlund seconded a motion to authorize receipt of the Audited Financial Statements for the Fiscal Year Ending on June 30, 2017.

DM 17-101  
RECEIPT OF FILE THE  
AUDITED FINANCIAL  
STATEMENTS

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Tom Shalhoub - Yes

Following a staff presentation by Management Analyst Matthew Porras, Director Bruce Granlund moved and Director Tom Shalhoub seconded a motion to continue this item pending the execution of an easement from the City of Calimesa.

DM 17-102  
ITEM CONTINUED  
UNTIL THE NEXT  
REGULAR BOARD  
MEETING

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Tom Shalhoub - Yes

Following a staff presentation by General Manager Joseph Zoba, Director Lonni Granlund moved and Director Tom Shalhoub seconded a motion to approve the payment of the claim in the amount of \$699.

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Bruce Granlund - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Tom Shalhoub - Yes

- Director Chris Mann reported on the City of Yucaipa Council Meeting on October 23, 2017 and the San Gorgonio Pass Regional Water Alliance meeting on October 25, 2017.
- Director Lonni Granlund reported on San Gorgonio Pass Water Agency on November 6, 2017.
- Director Tom Shalhoub reported on San Gorgonio Pass Regional Water Alliance meeting on October 25, 2017.

Director Jay Bogh called attention to the announcements listed on the agenda.

DM 17-103  
APPROVAL OF THE  
PAYMENT OF THE  
CLAIM IN THE  
AMOUNT OF \$699  
RELATED TO A  
WATERMAIN LEAK AT  
THE HITCHING POST  
MOBILE HOME PARK

BOARD REPORTS &  
DIRECTOR  
COMMENTS

ANNOUNCEMENTS

Director Jay Bogh, Director Lonni Granlund, Director Tom Shalhoub and, Director Chris Mann were present in closed session with Legal Counsel David Wysocki, Chief Financial Officer Allison Edmisten, Water Resource Manager Jennifer Ares, and General Manager Joseph Zoba.

CLOSED SESSION

- 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 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
- E. Conference with Real Property Negotiator(s) (Government  
Code 54956.8)  
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

The Board Members reconvened out of closed session and legal Counsel David Wysocki reported that direction was provided to the General Manager, but no reportable action was taken in closed session.

The meeting was adjourned at 6:37p.m.

ADJOURNMENT

Respectfully submitted,

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Joseph B. Zoba, Secretary

(Seal)

# MINUTES OF A BOARD WORKSHOP

November 14, 2017 at 4:00 P.M.

Directors Present:

Lonni Granlund, Director  
Chris Mann, Director  
Tom Shalhoub, Director

Staff Present:

Allison Edmisten, Chief Financial Officer  
Mike Kostelecky, Operations Manager  
Jennifer Ares, Water Resource Manager  
Kathryn Hallberg, Management Analyst  
Ashley Gibson, Water Resource Supervisor  
John Wrobel, Public Works Manager

Directors Absent:

Jay Bogh, President  
Bruce Granlund, Vice President

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

- I. Call to Order - 4:00 p.m.
- II. Public Comments:
  - A. None.
- III. Staff Report:
  - Chief Financial Officer Allison Edmisten shared the upcoming Waterfix Summit meeting at San Gorgonio Pass Water Agency in Beaumont on Friday, November 17, 2017.
  - Chief Financial Officer Allison Edmisten discussed that the District staff will be scheduling a meeting of the Yucaipa Valley Water District Finance Corporation on December 5, 2017 the upcoming December 5, 2017.
  - Operations Manager Mike Kostelecky discussed the water mainline break on Saturday, November 12, 2017 which lead to the depletion of Reservoir 17.4 estimated to be 800,000 gallons of water, and 233 Boil Water Notices were handed out to impacted customers.
- IV. Operational Updates
  - A. Overview of the Status Report on the Development of a Comprehensive Database for Measuring and Monitoring Various Organizational Parameters [Workshop Memorandum No. 17-162] - Water Resource Manager Jennifer Ares provided an overview of the Development of a Comprehensive Database for Measuring and Monitoring Various Organizational Parameters.
- V. Capital Improvement Projects
  - A. Overview of the Authorization to Solicit Bids for the Construction of an 8-Inch Sewer Main in Yucaipa Boulevard [Workshop Memorandum No. 17-163] -



Management Analyst Kathryn Hallberg provided an overview of the Authorization to Solicit Bids for the Construction of an 8-Inch Sewer Main in Yucaipa Boulevard.

- B. Overview of the Status Report on the Construction of a Replacement Drinking Water Pipeline on Mountain View Lane - Yucaipa [Workshop Memorandum No. 17-164] - Management Analyst Kathryn Hallberg provided an overview on the Construction of a Replacement Drinking Water Pipeline on Mountain View Lane – Yucaipa.
- 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] - Management Analyst Kathryn Hallberg provided an overview a Request to Purchase District Property Located at 11355 Pendleton Avenue, Yucaipa (Assessor's Parcel Number 0321-411-10) by the City of Yucaipa.
  - B. Overview of a Presentation of the Unaudited Financial Report for the Period Ending on October 31, 2017 [Workshop Memorandum No. 17-166] - Chief Financial Officer Allison Edmisten provided an overview of the Unaudited Financial Report for the Period Ending on October 31, 2017.
  - C. Overview of a Draft Resolution No. 2017-xx Establishing Employee Benefit, Administrative Overhead and Surcharge Factors [Workshop Memorandum No. 17-167] - Chief Financial Officer Allison Edmisten provided an overview of the Draft Resolution No. 2017-xx Establishing Employee Benefit, Administrative Overhead and Surcharge Factors.
  - D. Overview of a Presentation of Proposed Budget Adjustments for Fiscal Year 2017-18 [Workshop Memorandum No. 17-168] - Chief Financial Officer Allison Edmisten provided an overview of the Proposed Budget Adjustments for Fiscal Year 2017-18.
- VII. Director Comments – None.
- VIII. Closed Session – None.
- IX. Adjournment - The meeting was adjourned at 4:26 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

Board Awarded Contracts  
Consent Calendar Board Meeting - November 21, 2017

District Awarded Contracts	Director Memorandum	Job or GL #	Job Cost Breakdown	Awarded Contract Amount	Prior Payments to Date	Pending Invoice Amount	Total Contract Payments	Remaining Contract Amount	Percent Remaining	Encumbered Funds - Remaining Contract Amount				
										General Operating Expenses	Water Division Funds	Sewer Division Funds	Recycled Division Funds	Other Funds
Law Office of David L. Wysocki - FY 2018 Legal Services (Operating)	--	*-5-06-54107	--	--	\$10,500	\$3,225	\$13,725							
CV Strategies (W-Operating) Water Conservation Messaging	16-091	02-5-06-54099	--	\$15,000	\$11,930	\$0	\$11,930	\$3,070	20%	\$3,070				
DC Frost Associates, Inc. (S-Operating) Application to DDW for the Recharge at Wilson Creek Basins	17-039	03-5-02-51003	--	\$115,000	\$101,918	\$0	\$101,918	\$13,082	11%		\$13,082			
DC Frost Associates, Inc. (S-Operating) Repairs to the Hydraulic Wiper System at WRWRF	17-087	03-5-02-51003	--	\$98,675	\$0	\$0	\$0	\$98,675	100%		\$98,675			
DDB Engineering (R-Reserves) Application to DDW for the Recharge at Wilson Creek Basins	15-086	04-19771	--	\$35,900	\$24,655	\$0	\$24,655	\$11,245	31%			\$11,245		
Delta Partners \$90,000 per year-LegislativeConsult (exp 12/18) WIS Oper	13-079	*-5-06-54109	--	\$90,000	\$67,500	\$7,500	\$75,000	\$15,000	17%	\$15,000				
Dudek (R-Operating) Install Groundwater Observation Wells near San Timoteo Creek	15-098	04-5-06-57030	--	\$62,328	\$62,094	\$0	\$62,094	\$234	0%	\$234				
Dudek (S-Operating) 2017-Max Benefit Monitoring for San Timoteo/Yucaipa Mgmt Zones	03-5-06-54109	\$93,900	--	\$93,900	\$62,191	\$2,737	\$64,928	\$28,972	31%	\$28,972				
Dudek (S-Operating) 2017-HMP in San Timoteo Creek	17-049 03-5-06-54109	\$59,620	--	\$59,620	\$11,386	\$12,873	\$24,259	\$35,361	59%	\$35,361				
Dudek (W/S Operating) Inseption of Proposed Sites for Remote Telemetry	17-059 0*-5-06-54109	\$10,775	--	\$10,775	\$4,273	\$835	\$5,108	\$5,667	53%	\$5,667				
Dudek (W/S/R Operating) Developing a Comprehensive Database Management System (DMS)	17-084 0*-5-06-54109	\$89,750	--	\$89,750	\$0	\$0	\$0	\$89,750	100%	\$89,750				
Forbes Steel Building (W-Reserves) Replacement building for the Public Works Department	17-089	02-10311	--	\$150,000	\$0	\$0	\$0	\$150,000	100%	\$150,000				
Fred M. Boerner Motor Co. (W-Reserves) 2016 International DuraStar 4400 Dump Truck	17-056	02-13601	--	\$116,640	\$0	\$0	\$0	\$116,640	100%	\$116,640				
Geoscience (R-Operating) Preparation of a groundwater model for the Gateway Basin CO #1 - preparation of groundwater model	14-070 15-010	04-5-06-54109		\$51,710	\$49,284	\$0	\$49,284	\$2,426	5%	\$2,426				
Geoscience (W-Operating) Calculation of Water Budgets for Validation of Annual Change in Storage	16-058	02-5-06-54109		\$130,236	\$128,606	\$0	\$128,606	\$1,630	1%	\$1,630				
Geoscience (W-Operating) Exp of the Yucaipa Watershed & Yucaipa Groundwater Basin Model	16-110	02-5-06-54109		\$41,770	\$0	\$0	\$0	\$41,770	100%	\$41,770				
Harper & Associates (W-Operating) Engineering, Project Mgmt & Inspection Svcs for coating repairs YVRWFF	15-062	02-5-01-57040	\$16,615	\$16,615	\$13,990	\$0	\$13,990	\$2,625	16%	\$2,625				
HDR (W-Operating) Perform Tracer Study on R13.1 Clearwell at YVRWFF	17-068	02-5-06-54109		\$37,726	\$0	\$6,300	\$6,300	\$31,426	83%	\$31,426				
Krieger & Stewart Initiate Design of R-12.4 TO#4 Revised	04-164 05-075	65-295	\$74,900	\$585,100	\$552,636	\$0	\$552,636	\$32,464	6%		\$32,464			

Board Awarded Contracts  
Consent Calendar Board Meeting - November 21, 2017

District Awarded Contracts	Director Memorandum	Job or GL #	Job Cost Breakdown	Awarded Contract Amount	Prior Payments to Date	Pending Invoice Amount	Total Contract Payments	Remaining Contract Amount	Percent Remaining	Encumbered Funds - Remaining Contract Amount										
										General Operating Expenses	Water Division Funds	Sewer Division Funds	Recycled Division Funds	Other Funds						
TO#4, Amendment #2	14-014		\$45,000																	
TO#5- Construction Mgmt Services	14-092		\$482,500																	
TO#5, Amendment #1 - Construction Mgmt Services	16-069		\$102,600																	
TO#5, Design R-13.4 and H-2 Reservoirs for JP Ranch 60% R-13.4 and 40% H-2 (Developer Funds)	05-083 05-083	65-180 65-179	\$47,400 \$31,600	\$79,000	\$50,471	\$0	\$50,471	\$28,529	36%											\$28,529
LinkoCTS (EC-Operating) Pretreatment Software	16-061	03-5-07-54111		\$36,105	\$28,185	\$0	\$28,185	\$7,920	22%	\$7,920										
One Stop Landscape Supply FY 2018 Sludge Hauling\Reuse (Oper)	--	03-5-02-57031	--	--	\$67,051	\$21,554	\$88,605													
Platinum Advisors (WIS Operating) FY 2018 Lobbyist N-T-E per month FY 2018 Quarterly Filing & Misc. Expenses	13-080	*-5-06-54109 02-5-06-54109	-- --	-- --	\$15,000 \$100	\$5,000 \$0	\$20,000 \$100													
RMC Water & Environment																				
TO#26, SRF Mgmt Svcs-Calimesa Regional Recycled Pipeline (R-FCC)	14-023	04-5-06-54109		\$95,692	\$61,191	\$0	\$61,191	\$34,501	36%											\$34,501
Application to DDW for the Recharge at Wilson Creek Basins (R-Resvs)	15-086	04-19771	--	\$197,768	\$185,221	\$0	\$185,221	\$12,547	6%											\$12,547
San Bernardino Valley Water District (W-Operating) Efficient Wwater Conservation Campaign	16-092	02-5-06-54099	--	\$16,195	\$16,194	\$0	\$16,194	\$1	0%	\$1										
Scinor Water America/Pascal Ludwig (S- Reserves) Install UF Modules and Mesh Strainer AT WRWRF	17-088	03-10311	--	\$215,000	\$0	\$0	\$0	\$215,000	100%											\$215,000
Separation Processes, Inc. (W-Reserves) Design & Construction Supports Servs for NF SCRAM	15-047	55-19200 02-14500		\$191,820	\$168,771	\$2,209	\$170,980	\$20,840	11%		\$20,840									
Application to DDW for the Recharge at Wilson Creek Basins (R-Resrvs)	15-086	04-19771	--	\$42,860	\$24,321	\$0	\$24,321	\$18,539	43%											\$18,539
Feasibility Report for Wochholz SAGE Project	17-043	03-5-06-54109		\$67,575	\$61,210	\$1,539	\$62,749	\$4,826	7%											\$4,826
Vavrinek, Trine, Day & Company (VTD) (Operating) FY 2017 Auditing Services \$23,900 + \$3,500 for Single Audit FY 2018 Auditing Services \$23,900 + \$3,500 for Single Audit FY 2019 Auditing Services \$23,900 + \$3,500 for Single Audit	15-106 15-106 15-106	*-5-06-54108 *-5-06-54108 *-5-06-54108		\$23,900	\$5,000	\$14,500	\$19,500	\$4,400	18%	\$4,400										
Villalobos and Associates (W-Operating) Permitting of Recharge Oper at the Wilson Creek Spreading Basins	16-064	02-5-06-54109	--	\$72,200	\$17,860	\$0	\$17,860	\$54,340	75%	\$54,340										
Zerion Software (W/S/R-Operating) iForm Builder Support	17-085	*-5-06-54104	--	\$15,000	\$15,000	\$0	\$15,000	\$0	0%	\$0										
<b>GRAND TOTALS</b>				<b>\$2,766,660</b>	<b>\$1,783,678</b>	<b>\$78,272</b>	<b>\$1,861,950</b>	<b>\$1,081,480</b>	<b>--</b>		<b>\$591,233</b>	<b>\$53,304</b>	<b>\$331,583</b>	<b>\$76,832</b>	<b>\$28,529</b>					
											<b>\$591,233</b>		<b>\$461,719</b>		<b>\$28,529</b>					

## Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/02/2017	29978	ADS, LLC	\$	4,275.00
10/02/2017	29979	Ralph C. Casas	\$	84.95
10/02/2017	29980	Ameripride Uniform Services	\$	674.42
10/02/2017	29981	Borden Excavating, Inc.	\$	46,737.10
10/02/2017	29982	Coverall North America, Inc.	\$	1,021.00
10/02/2017	29983	House Of Quality, Parts Plus	\$	3,973.76
10/02/2017	29984	Incode Division-Tyler Technolo	\$	1,315.02
10/02/2017	29985	InfoSend, Inc.	\$	4,855.52
10/02/2017	29986	Raiset R. Santana and Adriana	\$	54.25
10/02/2017	29987	Krieger & Stewart	\$	84,032.88
10/02/2017	29988	LUZ Investment Corp.	\$	2,014.30
10/02/2017	29989	NetComp Technologies, Inc.	\$	2,143.88
10/02/2017	29990	SB CNTY-Treasurer-Tax	\$	52.18
10/02/2017	29991	Southern CA Emergency Medicine	\$	150.00
10/02/2017	29992	South Coast A.Q.M.D.	\$	12,424.57
10/02/2017	29993	Spectrum Business	\$	3,668.00
10/02/2017	29994	The Gas Company	\$	41.11
10/02/2017	29995	USDA Forest Service	\$	117.08
10/02/2017	29996	Yucaipa Disposal, Inc.	\$	1,632.57
10/02/2017	29997	All American Sewer Tools	\$	7,473.28
10/02/2017	29998	Brenntag Pacific, Inc	\$	8,032.18
10/02/2017	29999	California Water Technologies,	\$	4,095.57
10/02/2017	30000	Core & Main LP	\$	3,798.71
10/02/2017	30001	Crown Ace Hardware - Yucaipa	\$	1,036.20
10/02/2017	30002	Evoqua Water Technologies LLC	\$	1,112.10
10/02/2017	30003	Grainger	\$	70.44
10/02/2017	30004	Hach Company	\$	3,487.58
10/02/2017	30005	Hasa, Inc.	\$	7,669.56
10/02/2017	30006	Home Depot U.S.A. Inc	\$	230.74
10/02/2017	30007	Inland Water Works Supply Co.	\$	5,835.51
10/02/2017	30008	Office Solutions Business Prod	\$	296.87
10/02/2017	30009	Sunstate Equipment Co., LLC	\$	94.82
10/02/2017	30010	UPS Store#1504/ Mail Boxes Etc	\$	12.75
10/02/2017	30011	HD Supply Facilities Maintenanc	\$	526.92
10/02/2017	30012	WOODS, FREDERICK	\$	32.62
10/02/2017	30013	WILDWOOD CALVARY CHA	\$	1,826.93
10/02/2017	30014	MENDEZ, ROCIO & ALFO	\$	8.27
10/02/2017	30015	Standard Insurance Company	\$	1,934.80
10/02/2017	30016	Sean Trost	\$	70.19
10/02/2017	30017	Matthew Flordelis	\$	400.75
10/02/2017	30018	Standard Insurance Vision Plan	\$	715.80
10/02/2017	30019	MetLife Small Business Center	\$	205.07
10/02/2017	30020	Matthew Porras	\$	126.91
10/02/2017	30021	Kathryn Hallberg	\$	69.08
10/02/2017	30022	Blue Shield of California	\$	1,817.80
10/02/2017	30023	Nippon Life Insurance Co. of A	\$	2,323.62
10/09/2017	30024	Ameripride Uniform Services	\$	623.80
10/09/2017	30025	Redlands Employment Services	\$	923.02
10/09/2017	30026	Corelogic, Inc.	\$	330.00
10/09/2017	30027	First American Data Tree, LLC	\$	50.00
10/09/2017	30028	NetComp Technologies, Inc.	\$	364.80

## Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/09/2017	30029	Riverside County Treasurer	\$	253.32
10/09/2017	30030	U.S. Telepacific Corp	\$	2,439.52
10/09/2017	30031	Underground Service Alert Of S	\$	209.65
10/09/2017	30032	News Mirror Publishing, Inc.	\$	439.75
10/09/2017	30033	Yucaipa Valley Water District	\$	10,008.23
10/09/2017	30034	All American Sewer Tools	\$	17,397.16
10/09/2017	30035	John F. Simister	\$	3,023.84
10/09/2017	30036	Brenntag Pacific, Inc	\$	10,255.24
10/09/2017	30037	Burgeson's Heating & Air Cond.	\$	99.00
10/09/2017	30038	Center Electric Services, Inc.	\$	14,179.30
10/09/2017	30039	Doan and Hartwig Water Systems	\$	601.18
10/09/2017	30040	Dinosaur Tire Inc.	\$	769.24
10/09/2017	30041	Grainger	\$	267.33
10/09/2017	30042	Hasa, Inc.	\$	3,849.37
10/09/2017	30043	Hydrotex Partners, Ltd.	\$	2,172.49
10/09/2017	30044	Inland Water Works Supply Co.	\$	6.47
10/09/2017	30045	Innerline Engineering	\$	5,250.00
10/09/2017	30046	Nicholas C. Hendrickson <b>VOIDED</b>	\$	-
10/09/2017	30047	Nuckles Oil Company, Inc.	\$	3,045.26
10/09/2017	30048	Sinclair Rock and Sand Inc.	\$	9,175.00
10/09/2017	30049	Hadronex, Inc.	\$	480.00
10/09/2017	30050	Tri County Pump Company	\$	6,981.13
10/09/2017	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

## Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
10/16/2017	30080	Incode Division-Tyler Technolo	\$	5,169.55
10/16/2017	30081	InfoSend, Inc.	\$	5,144.95
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

## Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>		<u>Check Amount</u>
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
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>	\$	-

## Checks and Electronic Payments - October 2017

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
10/30/2017	30253	Multi Service Technology <b>VOIDED</b>	\$ -
			<b>\$ 1,024,953.14</b>
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>\$ 217,597.92</b>



# Staff Report



Yucaipa Valley Water District



# Yucaipa Valley Water District

12770 Second Street • P. O. Box 730 • Yucaipa, California 92399-0730  
(909) 797-5117 • Fax: (909) 797-6381 • [www.yvwd.dst.ca.us](http://www.yvwd.dst.ca.us)

Date: November 15, 2017

## Water Testing Indicates That Your Water Is Safe to Drink

**Oak Grove Rd., Oak View Rd., Oak Spur Rd., Limekiln Dr., Wildwood View Dr. (Partial), Ironwood Dr., Oak Mesa Dr. (Partial), Oak Mountain Dr., Pine Mesa Ct., Vista View Dr. (Partial), Pine View Dr. (Partial), Wild Flower Lane, Meadow View Lane (Partial)**

On November 11, 2017, the Yucaipa Valley Water District shut off a water main for emergency repairs. As a result some residences in the area may have experienced a temporary loss of water pressure. Due to the loss of water pressure the Yucaipa Valley Water District, as a precautionary measure, issued a Boil Water Notice. The Yucaipa Valley Water District also initiated water sampling in the affected area.

The Yucaipa Valley Water District has received the results of the water sampling and the results indicate the water is safe to drink.

The Yucaipa Valley Water District regrets any inconvenience that this may have caused.

**For up to date water outage information, visit the Yucaipa Valley Water District website <http://www.yvwd.dst.ca.us>, select the “SERVICES” tab, scroll to “Public Works”, and click on “Water Outage Information”**

Or Call

Water Utility contact: Mike Kostelecky, Operations Manager, Yucaipa Valley Water District  
Cell: 909-208-1607 or Office: 909-790-9208 ext. 2  
State Water Resources Control Board, Division of Drinking Water - Office 909-383-4328

Thank You,

Yucaipa Valley Water District

Directors and Officers

CHRISTOPHER MANN  
Division 1

BRUCE GRANLUND  
Division 2

JAY BOGH  
Division 3

LONNI GRANLUND  
Division 4

THOMAS SHALHOUB  
Division 5

JOSEPH B. ZOBA  
General Manager  
and Secretary

233

FLCV 26033 R-16.5



17.4

176

FLCV 26031 R-17.4



PCTRLV 26011  
PCTRLV 26010

PCTRLV 26009

# Discussion Items



Yucaipa Valley Water District



## Director Memorandum 17-104

**Date:** November 21, 2017

**Prepared By:** 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

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

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.

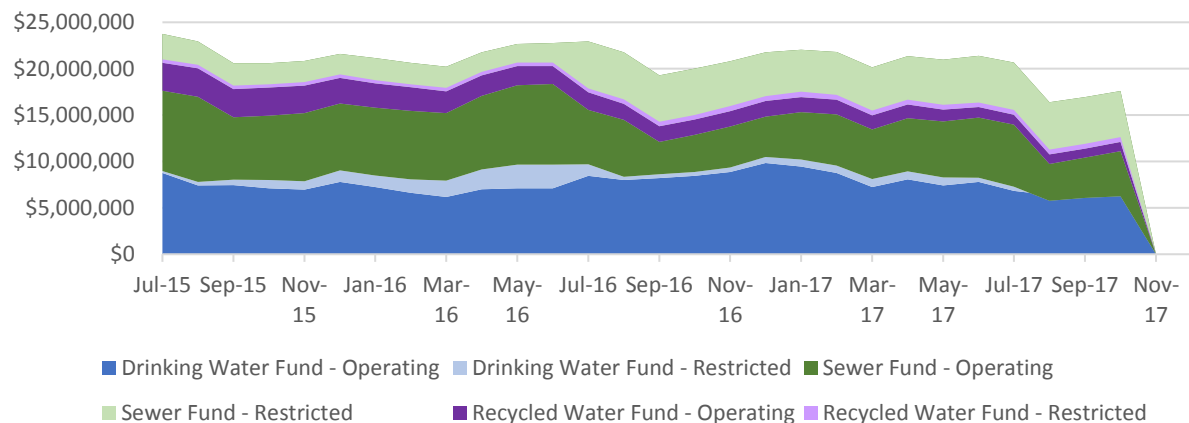
### Cash Fund Balance and Cash Flow Reports

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

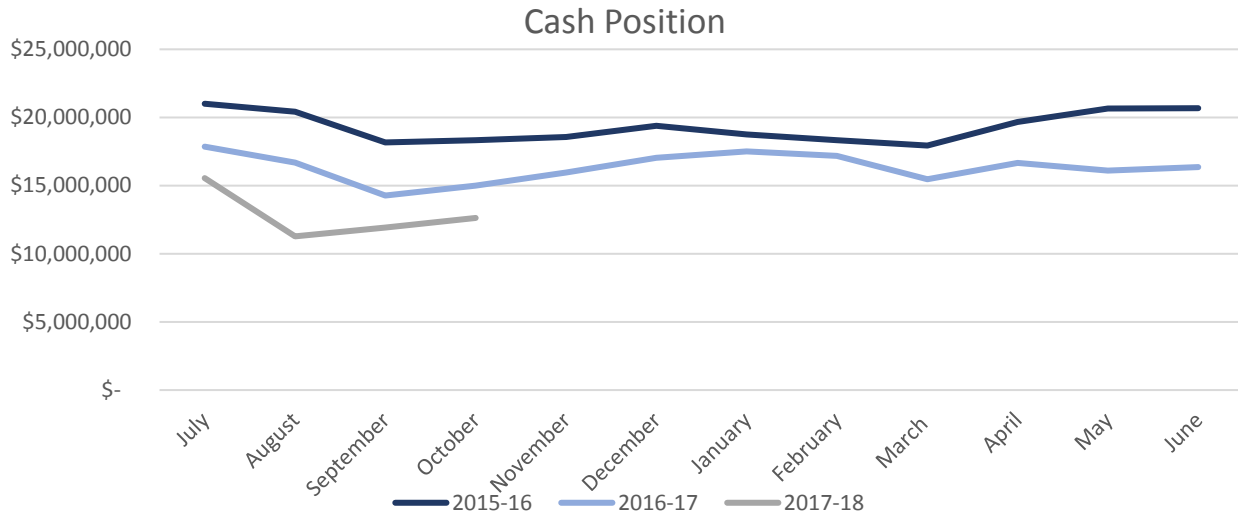
The Cash Fund Balance Report provides a summary of how the total amount of funds maintained by financial institutions is distributed throughout the enterprise and non-enterprise funds of the District. A summary of the report is as follows:

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.

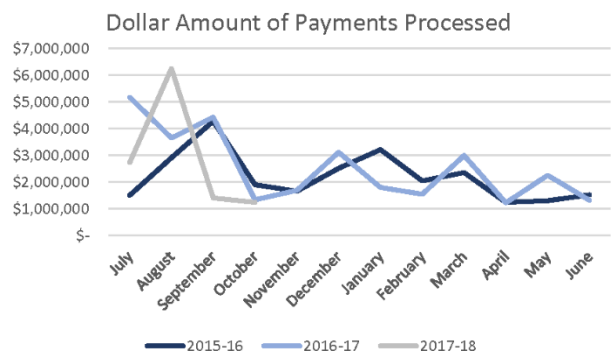
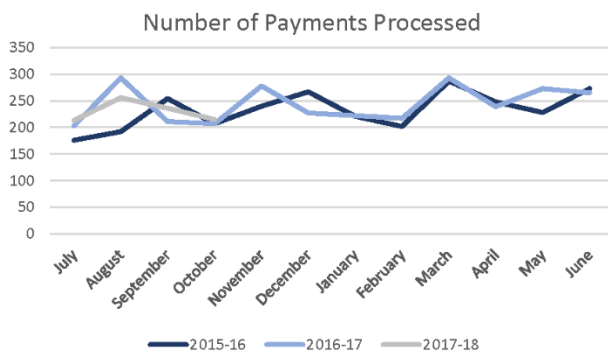
The Cash Flow Report provides a list of the debt service payment due dates and amounts as well as the cash flow requirements for debt service for each month of the fiscal year.

### **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**

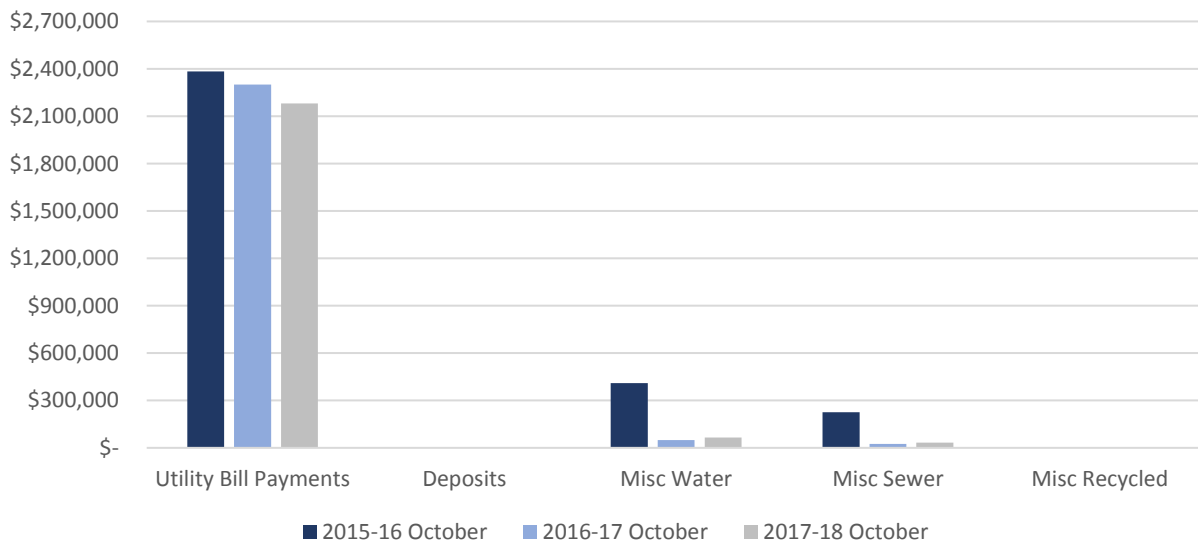
The District currently deposits all revenue received into the Deposit Checking account. The General Checking account is used as a sole processing account for all District checks and electronic payroll. The Investment Checking account is used for the purchase and redemption of US treasury notes and bills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

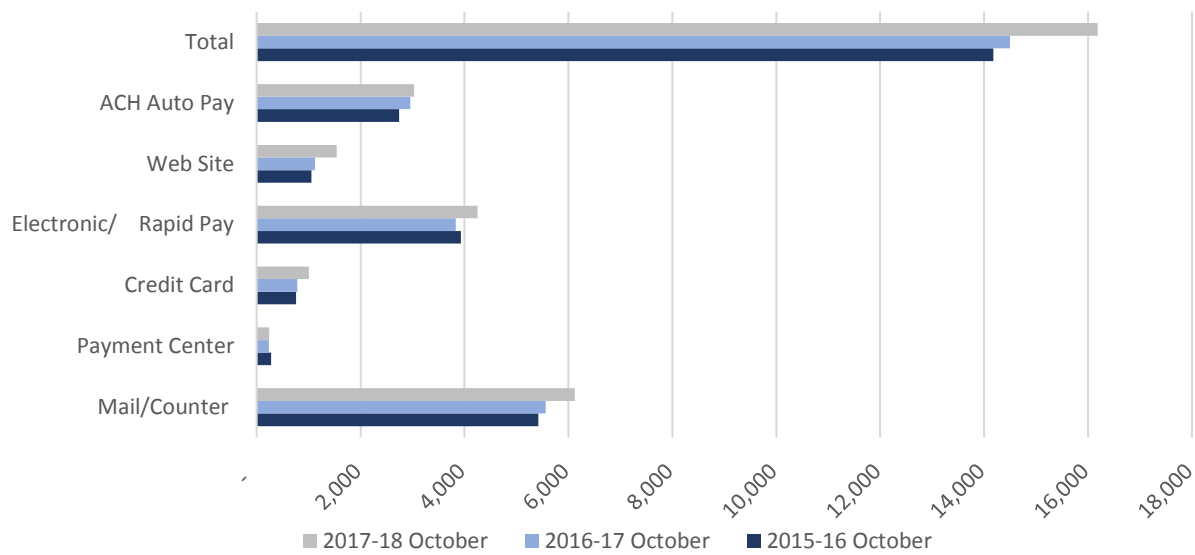
Monthly Revenue Allocation



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

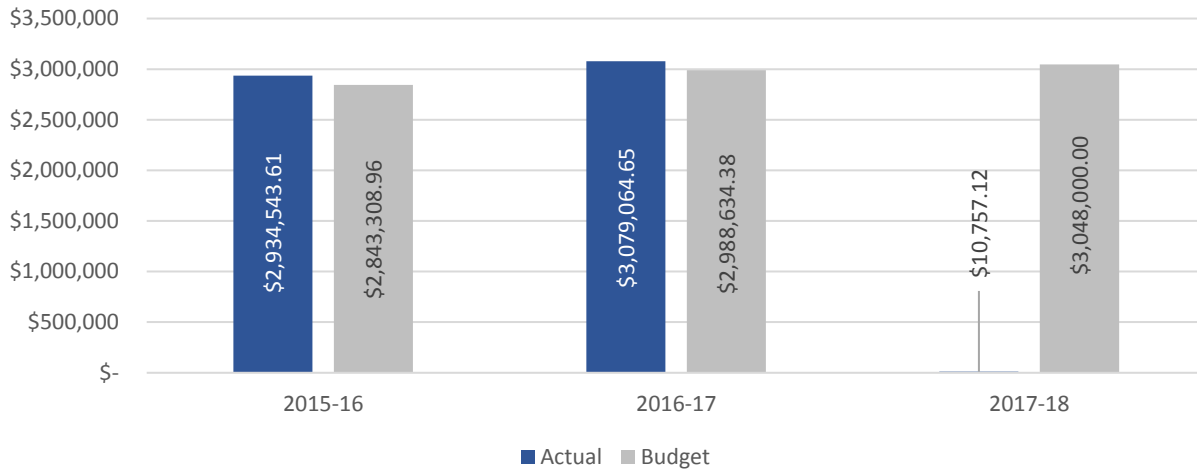




Summary of Property Tax Revenue:

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>

### 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>

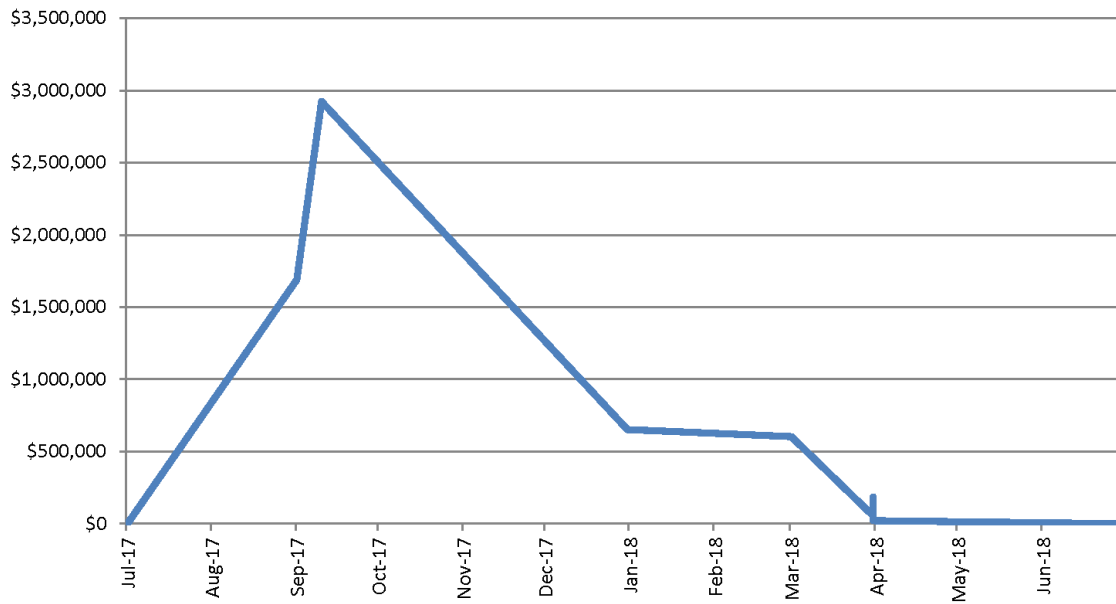
**DISTRICT TOTAL \$ 12,637,577.22**

\*=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 Maintenan	\$	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

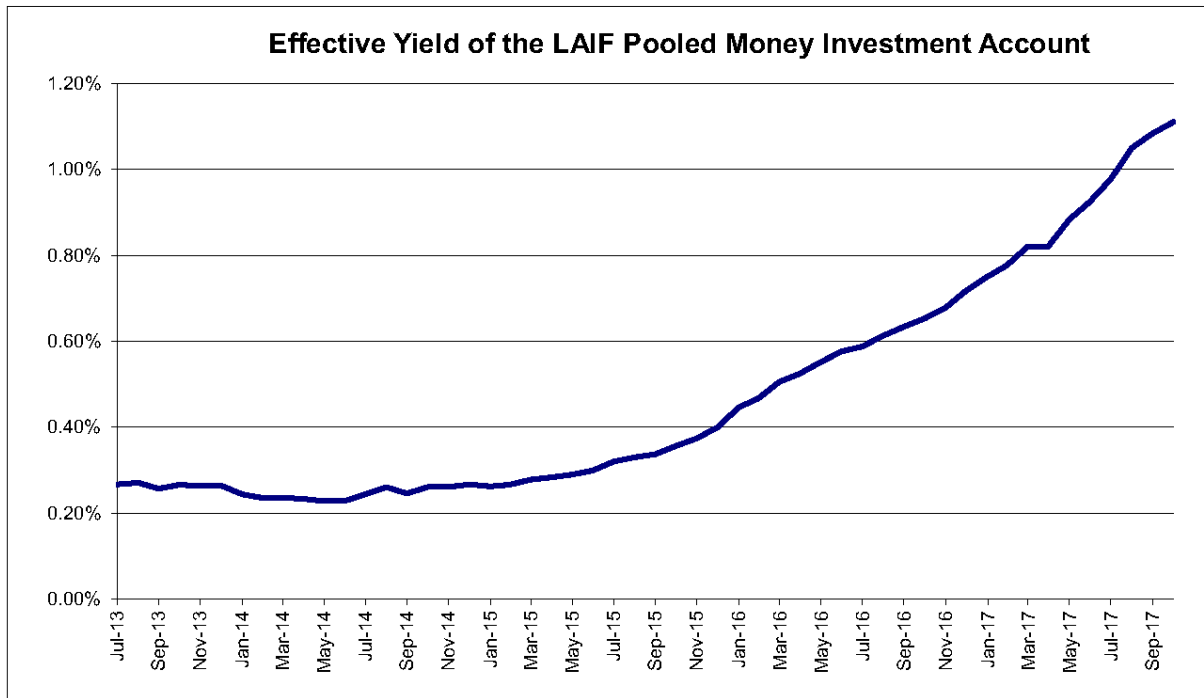
**L.A.I.F. INCOME SUMMARY**

**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>



## Director Memorandum 17-105

**Date:** November 21 2017

**Prepared By:** Allison M. Edmisten, Chief Financial Officer

**Subject:** Consideration of Resolution No. 2017-25 Updating the Methodology used to Calculate Employee Benefit, Administrative Overhead, and Surcharge Factors for Cost Recovery of Certain Services Provided by the District

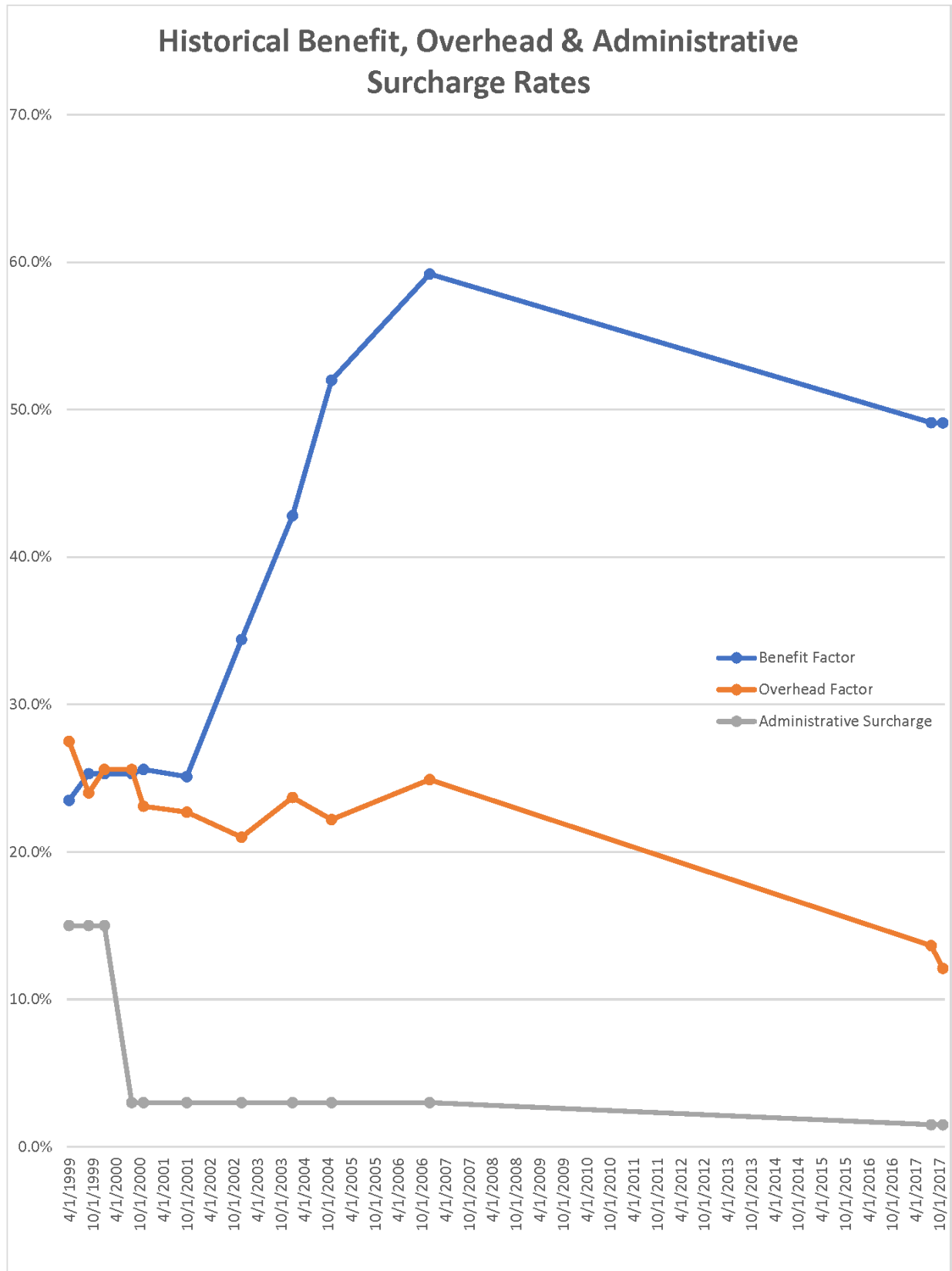
**Recommendation:** That the Board adopts Resolution No. 2017-25.

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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. 2017-25****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 21 2017

**Prepared By:** Allison M. Edmisten, Chief Financial Officer

**Subject:** Consideration of Proposed Budget Adjustments for Fiscal Year 2017-18

**Recommendation:** That the Board, by minute order, approves the attached 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 Geronio 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	
<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	
<b>PUBLIC WORKS DEPARTMENT (CON'T)</b>					
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>	
<b>ADMINISTRATION DEPARTMENT</b>					
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
ADMINISTRATION DEPARTMENT (CON'T)					
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>	
LONG-TERM DEBT					
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>	
ASSET ACQUISITION					
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>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 Earned	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>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>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	Explanation
<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 Memorandum 17-107

**Date:** November 21, 2017

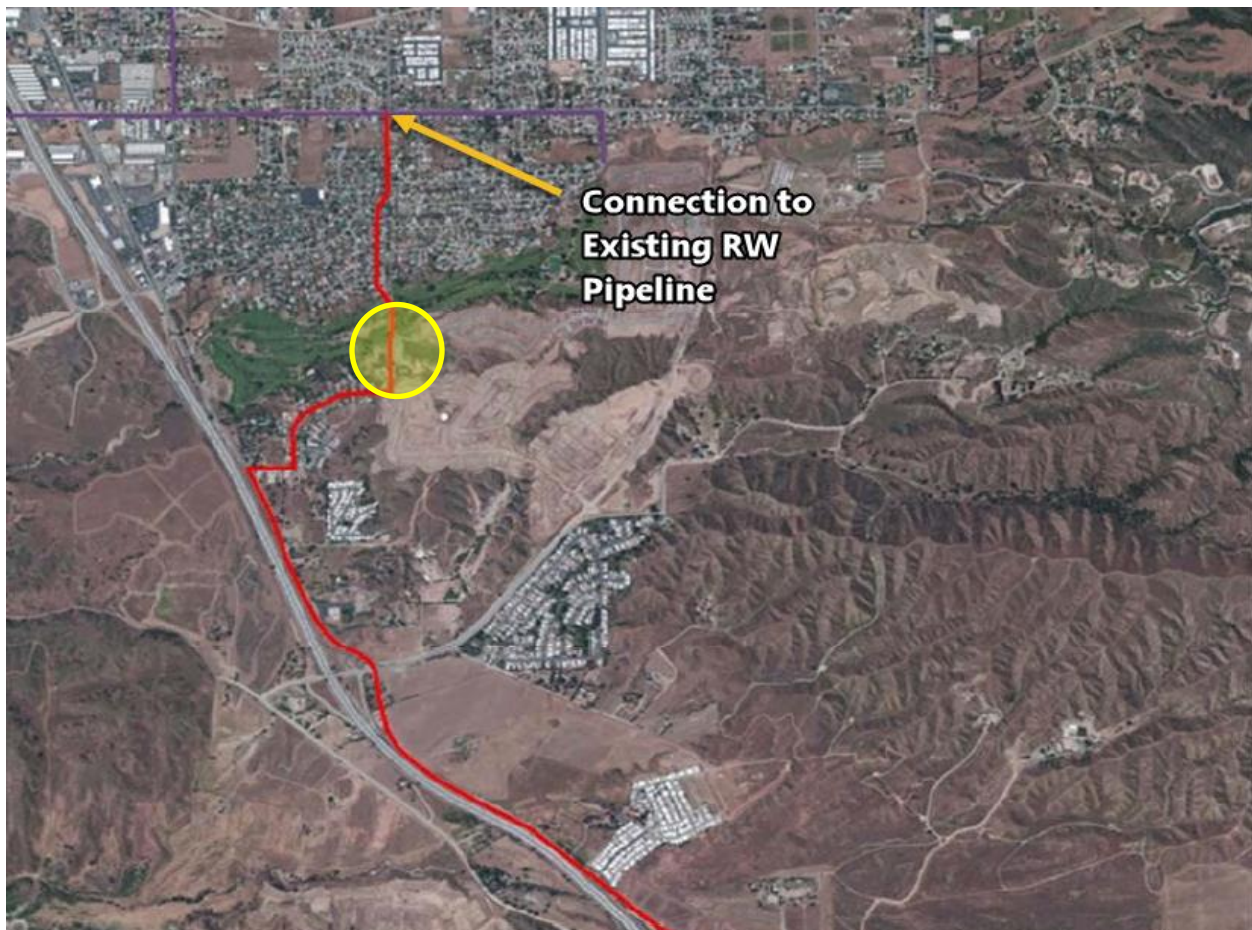
**Prepared By:** Matthew Porras, Management Analyst

**Subject:** Receipt of an Easement from the City of Calimesa for the Construction of a 24" Recycled Water Pipeline

**Recommendation:** That the Board authorizes the recordation of the recycled water easement from the City of Calimesa.

---

The Yucaipa Valley Water District will be constructing about 18,500 linear feet (3.5 miles) of a 24" recycled water pipeline as shown below. The specific alignment of pipeline design requires an easement from the City of Calimesa which is attached for your review.





Recording Requested by:  
YUCAIPA VALLEY WATER DISTRICT

When Recorded Mail to:

YUCAIPA VALLEY WATER DISTRICT  
12770 2ND STREET  
YUCAIPA, CA 92399

Exempt from recording fee pursuant to Government Code Section 6103

YUCAIPA VALLEY WATER DISTRICT  
GRANT OF EASEMENT

CITY OF CALIMESA  
908 PARK AVENUE  
CALIMESA, CA 92320

APN: 413-240-009

CITY OF CALIMESA, owner of record of the herein described parcel of land, hereinafter called GRANTOR, hereby grant and convey to YUCAIPA VALLEY WATER DISTRICT, its heirs, successors, and assigns, hereinafter called GRANTEE, an easement and right-of-way to construct, reconstruct, alter, replace, use, operate, inspect, and repair water pipelines, sewer pipelines, conduits, and appurtenances, together with the right of ingress and egress, across, along, over, under, through, and within that certain real property in the City of Calimesa, County of Riverside, State of California, described as follows:

SEE ATTACHED EXHIBITS "A" and "B"

GRANTEE covenants to maintain the easement and right-of-way in good repair so that no damage will result to the adjacent land of the GRANTOR, his heirs, successors, and assigns, from its use. GRANTEE covenants to repair or replace any structures that exist at the time the easement is granted, including concrete drainage swales, which are damaged due to the GRANTEE'S actions. GRANTEE reserves the right to clear all brush, plants, shrubs, trees, trash, and other obstructions from the easement and right-of-way after notifying and securing permission from GRANTOR. GRANTOR reserves the right to clear all brush, plants, shrubs, trees, trash, and other obstructions from the easement and right-of-way. GRANTOR, his heirs, successors, and assigns, covenants that he will not erect, place, or maintain, or allow to be erected, placed, or maintained, within the boundaries of said easement and right-of-way, any structure, without first securing permission of the GRANTEE. GRANTEE and GRANTOR mutually agree that their heirs, successors and assigns, and their agents or employees, may trim or remove any plants, shrubs, or trees that encroach on the easement and right-of-way, subject to the provisions stated above.

Prior to construction of any pipeline or other improvement in the easement, GRANTEE shall provide GRANTOR with a copy of all construction plans and shall obtain approval from GRANTOR'S Public Works Director of those plans, including any work within the boundaries of the easement and shall not proceed with any construction without first securing GRANTOR'S prior written approval.

GRANTEE shall defend, indemnify, and hold harmless GRANTOR, its officers, employees and agents, from any claims, demands or causes of action and lawsuits, including related expenses, attorneys' fees, and costs, based on, arising out of, or in any way related to the approval of this easement, any work undertaken by GRANTEE within this easement, and any operation or use of pipes, equipment and facilities conducted by GRANTEE within the easement.

Any use hereinabove permitted to be made of the surface of said land by GRANTOR, his heirs, successors, and assigns, shall be exercised so as not to impair, endanger, or interfere with the present or prospective exercise of any of the rights herein granted.

The terms and covenants of this easement and right-of-way shall bind and inure to the benefit of the heirs, successors, executors, administrators, and assigns of GRANTOR and the heirs, successors, and assigns of GRANTEE.

IN WITNESS WHEREOF, this instrument is executed on this, the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Signed: \_\_\_\_\_  
BONNIE JOHNSON, CITY MANAGER

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_, a Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

SEAL

\_\_\_\_\_  
Signature of Notary

LEGALS/GOE/818-68-GOE-City of Calimesa (10/16/2017)



**EXHIBIT "A"**

**APN: 413-240-009**

**LEGAL DESCRIPTION  
WATERLINE EASEMENT**

The west 50.00 feet of Lot "X" of Tract No. 26811 as shown by map on file in Book 381 of Maps at Pages 4 through 21, inclusive thereof, Records of Riverside County, California, lying in the City of Calimesa, County of Riverside, State of California. Said 50.00 feet being measured at right angles to the west line of said Lot "X".

Contains 7,754 square feet, more or less.

See Exhibit 'B' attached hereto and by this reference made a part hereof.



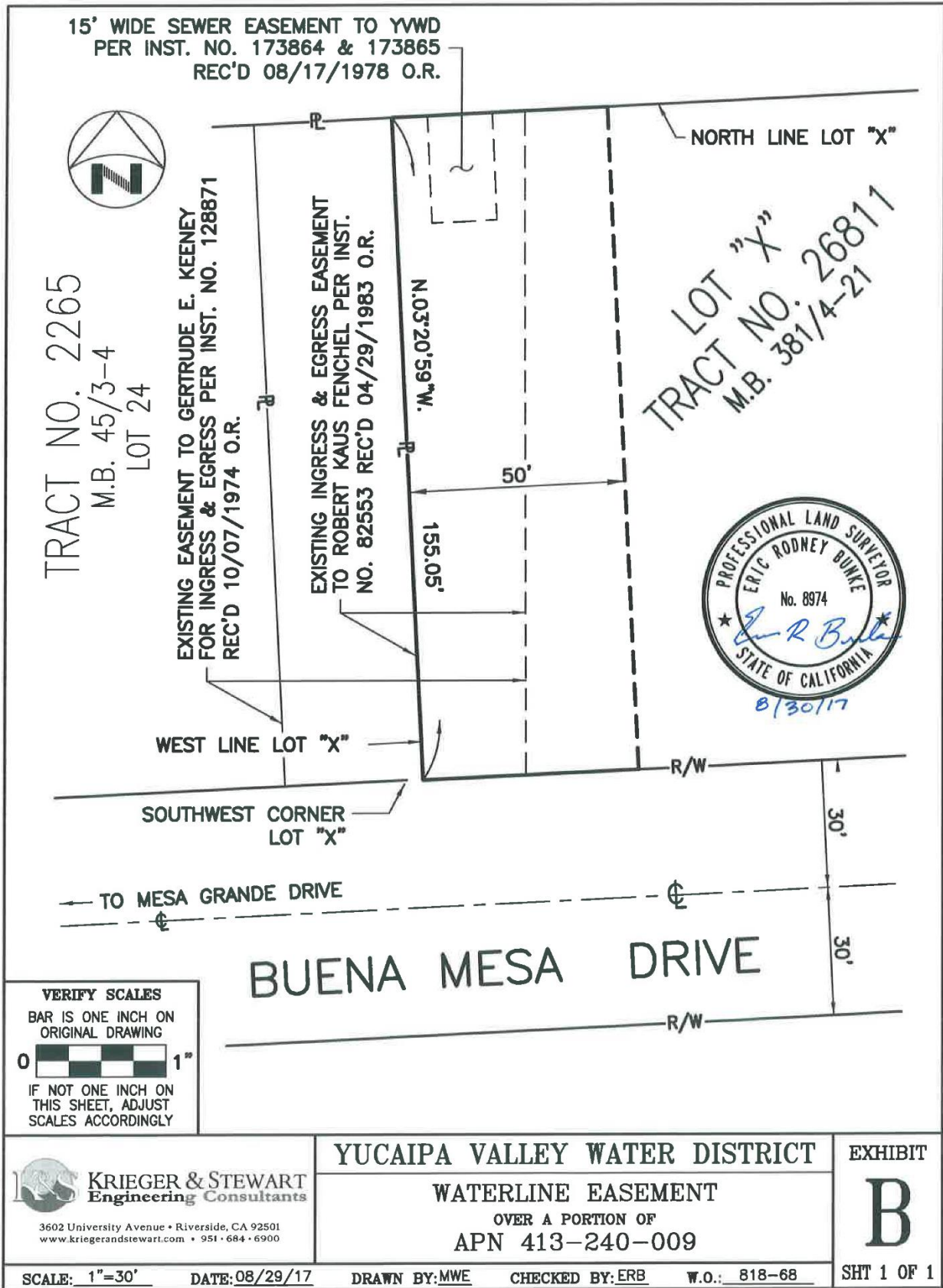
This description was prepared by me  
or under my direction:

*Eric R. Bunke*  
Eric R. Bunke, P.L.S. 8974

Date: AUGUST 30, 2017

Expiration Date: 09/30/2018

MWE/lge  
LEGAL/818-68-B (8/9/2017)





# Board Reports



Yucaipa Valley Water District

# Director Comments



Yucaipa Valley Water District



## FACTS ABOUT THE YUCAIPA VALLEY WATER DISTRICT

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

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

**Number of Employees:** 5 elected board members  
62 full time employees

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

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

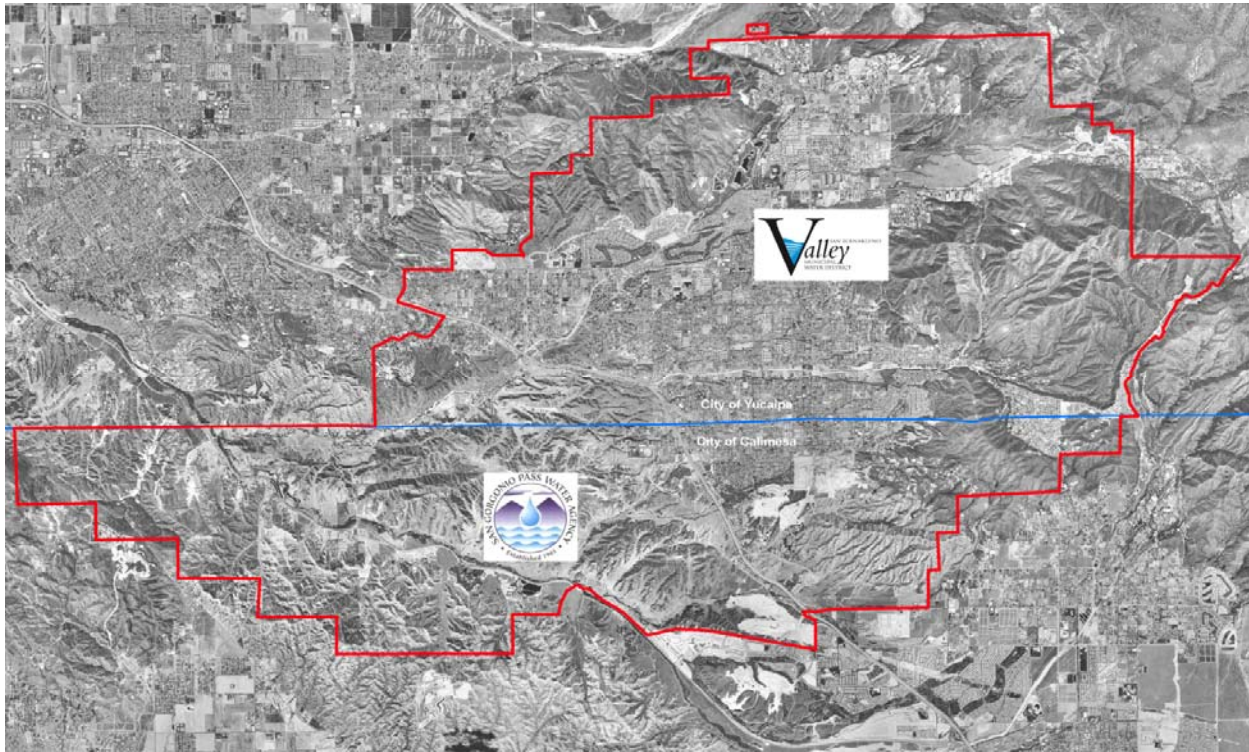
**Water System:** 215 miles of drinking water pipelines  
27 reservoirs - 34 million gallons of storage capacity  
18 pressure zones  
12,000 ac-ft annual water demand (3.9 billion gallons)  
Two water filtration facilities:  
- 1 mgd at Oak Glen Surface Water Filtration Facility  
- 12 mgd at Yucaipa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

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

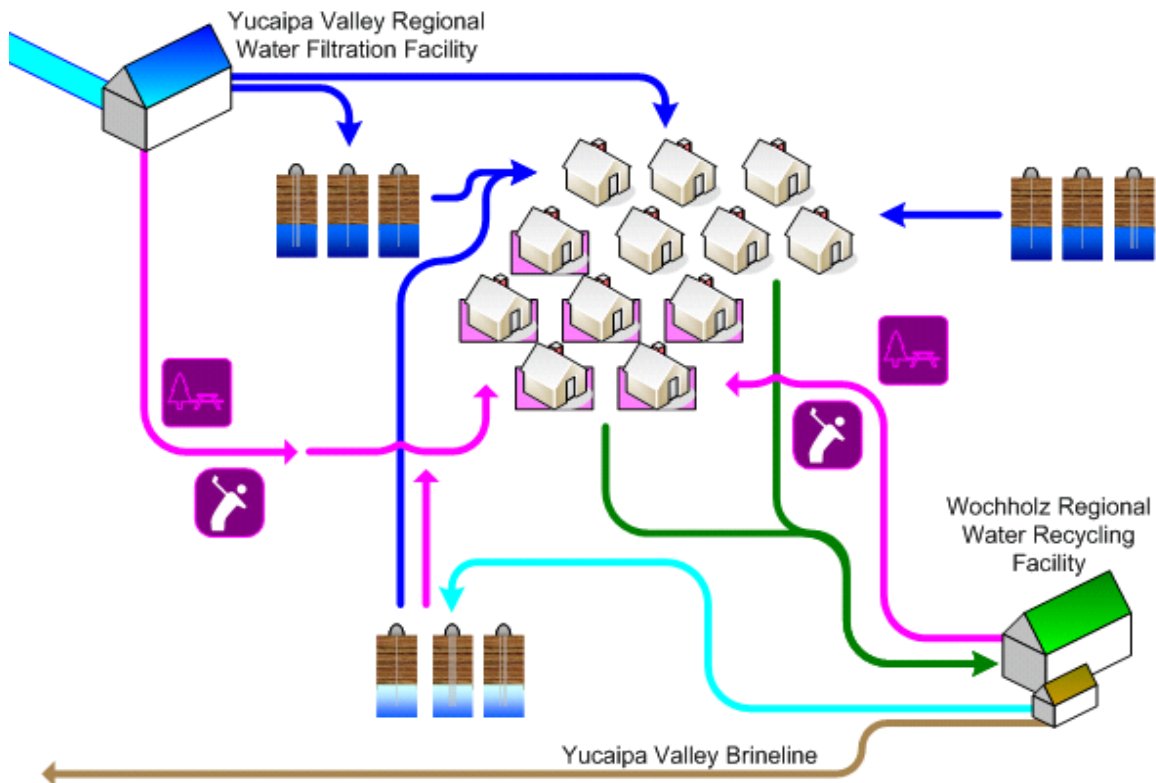
**Recycled Water:** 22 miles of recycled water pipelines  
5 reservoirs - 12 million gallons of storage  
1,200 ac-ft annual recycled demand (0.4 billion gallons)

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

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



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





## THE MEASUREMENT OF WATER PURITY

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

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

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

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

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

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







## GLOSSARY OF COMMONLY USED TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

**Wastewater** – Any water that enters the sanitary sewer.

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

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

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

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

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

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

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

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

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

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





## COMMONLY USED ABBREVIATIONS

<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