



## Notice and Agenda of a Board Workshop

Tuesday, April 10, 2018 at 4:00 p.m.

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MEETING LOCATION: District Administration Building  
12770 Second Street, Yucaipa

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

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- I. **Call to Order**
- II. **Public Comments** At this time, members of the public may address the Board of Directors on matters within its jurisdiction; however, no action or significant discussion may take place on any item not on the meeting agenda.
- III. **Staff Report**
- IV. **Presentations**
  - A. The Genetics Behind the Detection of Taste and Odor and the Monitoring of Low Level Emerging Chemical Compounds in Our Water Resources [[Workshop Memorandum No. 18-096 - Page 6 of 141](#)]
- V. **Strategic Planning**
  - A. Strategic Planning Update for the Implementation of Energy Efficiency Projects and Opportunities for Various Facilities [[Workshop Memorandum No. 18-097 - Page 20 of 141](#)]
- VI. **Operational Updates**
  - A. Status Report on the Annual Repairs and Rehabilitation of the Yucaipa Valley Regional Water Filtration Facility [[Workshop Memorandum No. 18-098 - Page 25 of 141](#)]
- VII. **Capital Improvement Projects**
  - A. Status Report on the Emergency Repairs for Drinking Water Reservoir 17.1.1 [[Workshop Memorandum No. 18-099 - Page 30 of 141](#)]
  - B. Status Report on the Construction of an 8-Inch Sewer Mainline in Yucaipa Boulevard [[Workshop Memorandum No. 18-100 - Page 32 of 141](#)]

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

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

- C. Status Report on the 5<sup>th</sup> Street Widening Project [[Workshop Memorandum No. 18-101 - Page 33 of 141](#)]
- D. Status Report on the Installation of a Parallel Sewer Segment of Mainline on 6<sup>th</sup> Place as part of the Wildwood Creek Bridge Improvements [[Workshop Memorandum No. 18-102 - Page 35 of 141](#)]

#### **VIII. Public Policy**

- A. Discussion Regarding the Development of a Policy Related to Accessory Dwelling Units and Other Multiple Unit Developments [[Workshop Memorandum No. 18-103 - Page 37 of 141](#)]
- B. Discussion Regarding Draft Resolution No. 2018-xx Establishing the Methodology to Calculate and the Collection of Facility Capacity Charges Related to the Purchase of Water Resources for New Development within the Boundary of the San Gorgonio Pass Water Agency and the City of Calimesa [[Workshop Memorandum No. 18-104 - Page 38 of 141](#)]
- C. Discussion Regarding Draft Resolution No. 2018-xx Updating the Water Meter Installation Fees for Drinking Water and Recycled Water and Identifying the Use of 50" Water Meter Boxes for Drinking Water and Recycled Water Infrastructure [[Workshop Memorandum No. 18-105 - Page 49 of 141](#)]

#### **IX. Development Projects**

- A. Overview of a Proposed Development Agreement with Nassif Gobrial for Property Located at 12278 5<sup>th</sup> Street, Yucaipa [[Workshop Memorandum No. 18-106 - Page 60 of 141](#)]
- B. Overview of a Proposed Development Agreement for a Commercial Carwash on Yucaipa Boulevard, Yucaipa [[Workshop Memorandum No. 18-107 - Page 73 of 141](#)]
- C. Overview of a Proposed Development Agreement with Lennar Homes for the Summerwind Development - Calimesa [[Workshop Memorandum No. 18-108 - Page 75 of 141](#)]

#### **X. Administrative Items**

- A. Presentation of the Unaudited Financial Report for the Period Ending on March 31, 2018 [[Workshop Memorandum No. 18-109 - Page 80 of 141](#)]
- B. Presentation of Budget Adjustments for Fiscal Year 2017-18 [[Workshop Memorandum No. 18-110 - Page 104 of 141](#)]
- C. Review of a Proposal for Environmental Liability Insurance for Sewer and Brineline Operations [[Workshop Memorandum No. 18-111 - Page 115 of 141](#)]

#### **XI. Director Comments**

#### **XII. Closed Session**

- A. 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
- B. 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
- C. Conference with Labor Negotiator (Government Code 54957.6)  
District Negotiator: Joseph Zoba, General Manager, and Allison Edmisten, Chief Financial Officer  
Employee Organization: Supervisory Bargaining Group

- D. Conference with Labor Negotiator (Government Code 54957.6)  
District Negotiator: Joseph Zoba, General Manager, and Allison Edmisten, Chief Financial Officer  
Employee Organization: Management Bargaining Group
- E. Conference with Labor Negotiator (Government Code 54957.6)  
Unrepresented Employee: Joseph Zoba, General Manager

**XIII. Adjournment**

# Staff Report



Yucaipa Valley Water District

# Presentations



Yucaipa Valley Water District



**Date:** April 10, 2018

**From:** Joseph Zoba, General Manager

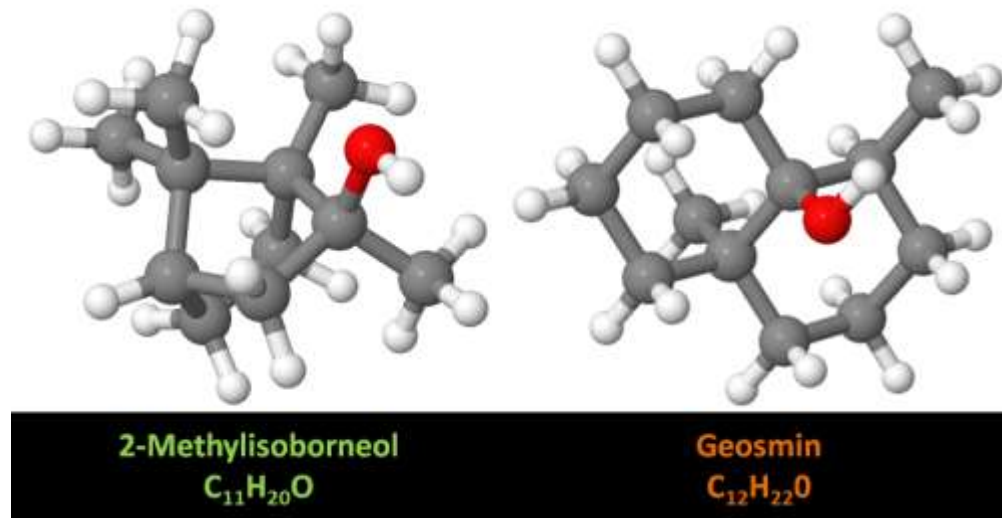
**Subject:** The Genetics Behind the Detection of Taste and Odor and the Monitoring of Low Level Emerging Chemical Compounds in Our Water Resources

Over the past several years, the Yucaipa Valley Water District has received taste and odor complaints in the late summer months. Most of the complaints seem to be attributed to the decomposition of algae and naturally occurring organic compounds in surface water supplies received from the State Water Project. The San Bernardino Valley Municipal Water District and the San Geronimo Pass Water Agency have been very responsive and helpful to assist with solutions to this issue. This assistance has included the purchase and installation of solar mixers that reduce the potential for algae formation in the Crafton Hills Reservoir.

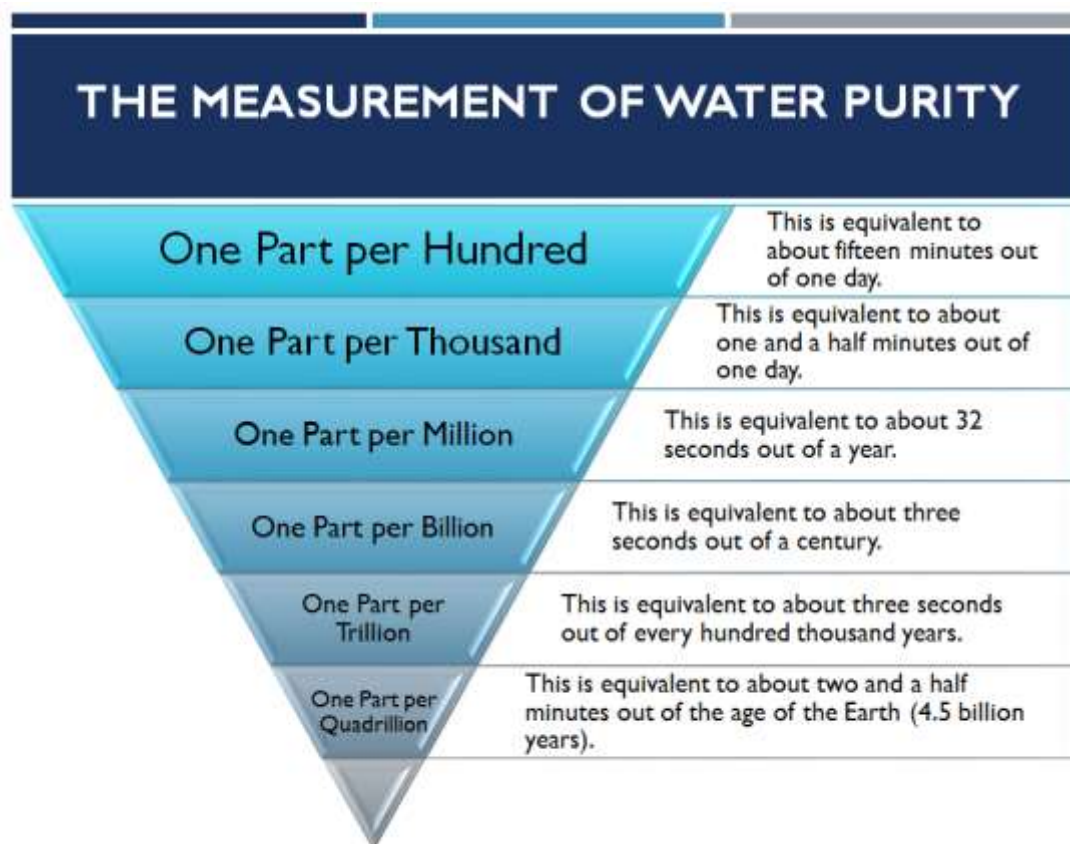


The taste and odor issues from the surface water is largely associated with Geosmin and Methyl-Isoborneol (MIB) which are naturally occurring compounds that have a very strong, earthy taste and odor. Geosmin can be detected by human noses at very low levels, in the range of 20-30 nanograms (one millionth of a milligram) per liter, but some people who are particularly sensitive may notice it at levels above 10. While Geosmin and MIB produce a musty, earthy smell and taste in drinking water, they are not harmful at levels present in drinking water.

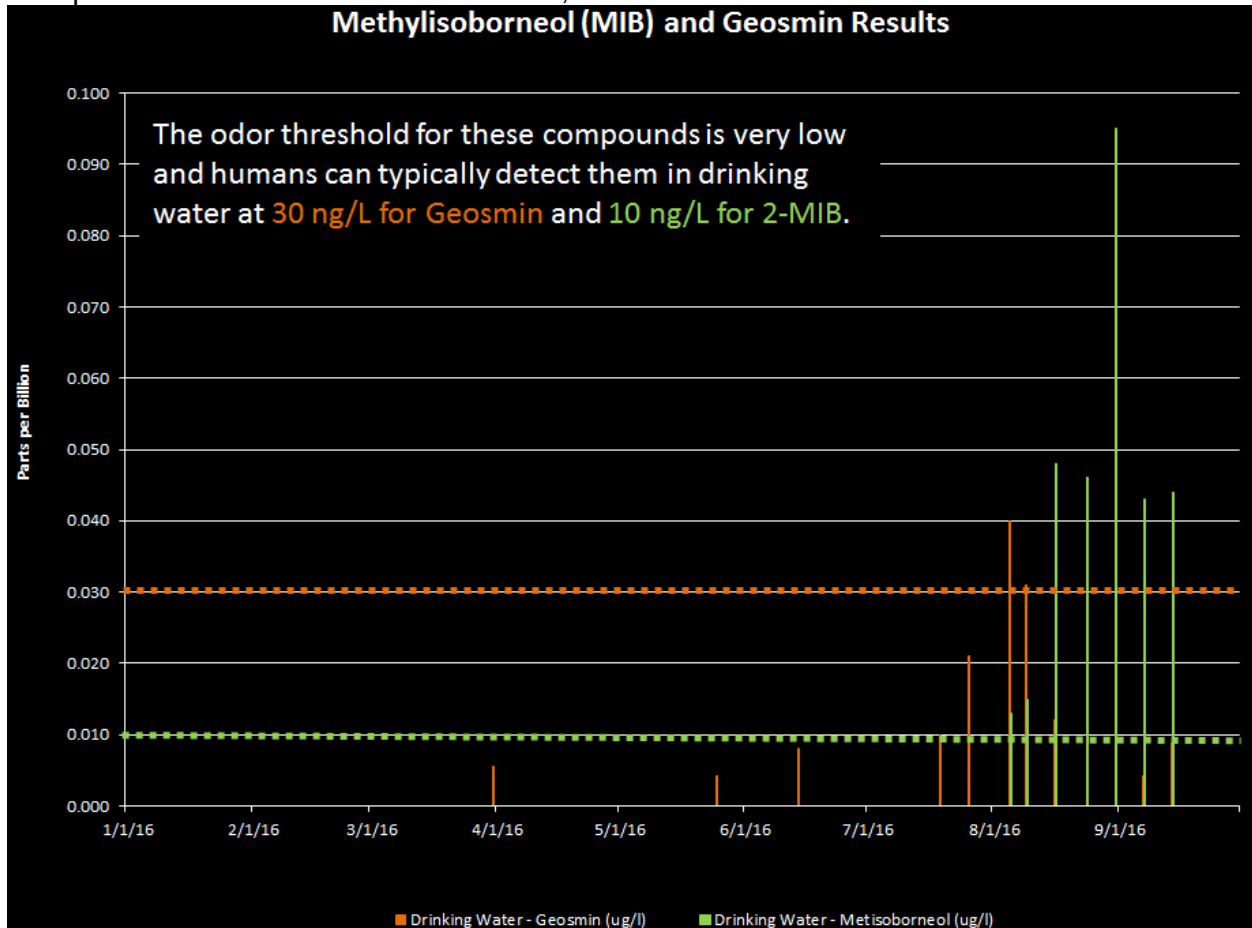
Geosmin and MIB cannot be removed from water using normal water treatment processes due to their molecular size. Removal would require granular activated carbon or reverse osmosis membranes.



The Yucaipa Valley Water District has been monitoring for Geosmin and MIB over the past several years looking for these chemical compounds at a resolution of parts per trillion (nanograms per liter).



The most recent episode of the taste and odor issues correlated with the laboratory data in August and September 2016. With additional imported water supplies available in 2017 and changes to the operation of the Crafton Hills Reservoir, the taste and odor issues have subsided.





In addition to the taste and odor issues at the molecular level, the Yucaipa Valley Water District and the Beaumont Cherry Valley Water District experience operational issues with algae that tend to bind spreading basin operations and clog the strainers at the Yucaipa Valley Regional Water Filtration Facility. Recognizing this issue, the San Bernardino Valley Municipal Water District and the San Geronio Pass Water Agency continue to pursue solutions that balance operational issues with the State Water Project with the operational issues of the retail water customers.

### The Genetics of Taste

In 1931, a chemist named Arthur Fox was pouring some powdered PTC into a bottle. When some of the powder accidentally blew into the air, a colleague standing nearby complained that the dust tasted bitter. Fox tasted nothing at all. Curious how they could be tasting the chemical differently, they tasted it again. The results were the same. Fox had his friends and family try the chemical then describe how it tasted. Some people tasted nothing. Some found it intensely bitter, and still others thought it tasted only slightly bitter.

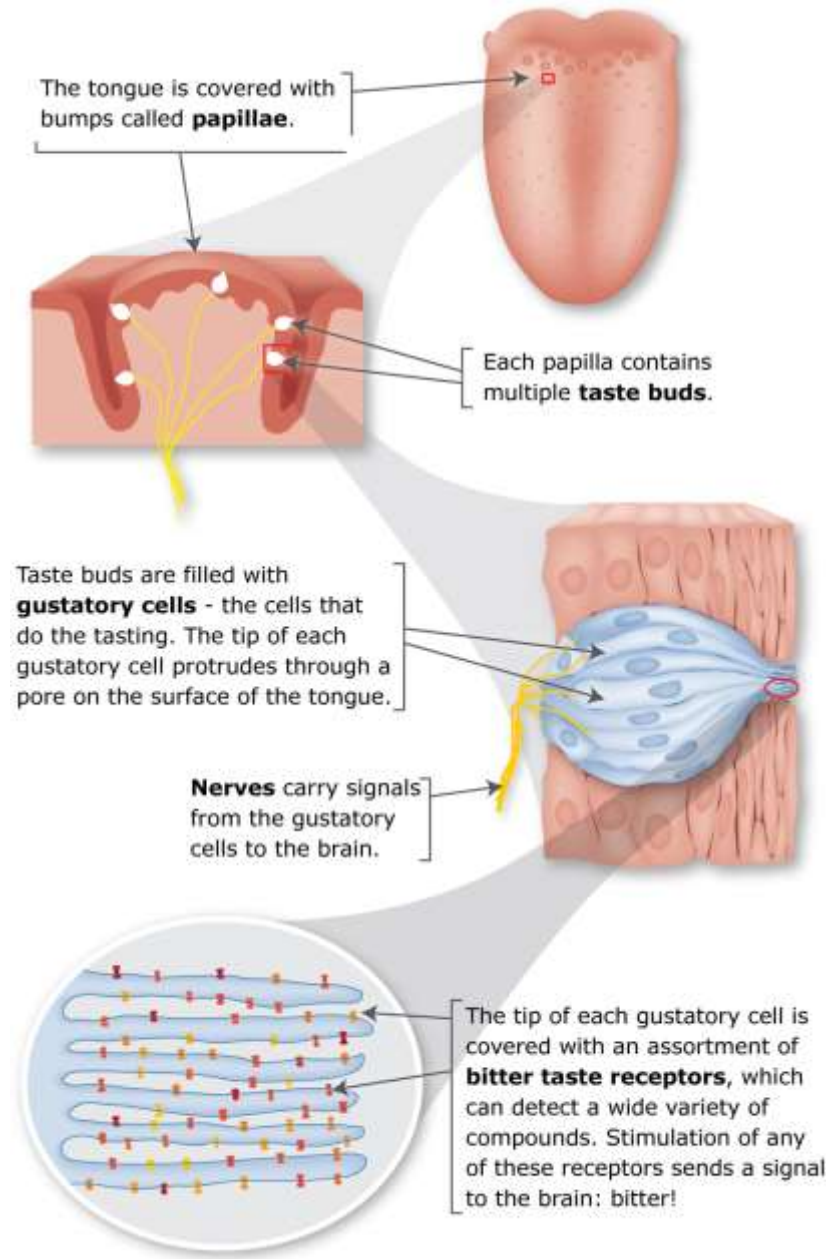
Soon after its discovery, geneticists determined that there is an inherited component that influences how we taste PTC. Today we know that the ability to taste PTC (or not) is conveyed by a single gene that codes for a taste receptor on the tongue. The PTC gene, TAS2R38, was discovered in 2003.

There are two common forms (or alleles) of the PTC gene, and at least five rare forms. One of the common forms is a tasting allele, and the other is a non-tasting allele. Each allele codes for a bitter taste receptor protein with a slightly different shape. The shape of the receptor protein determines how strongly it can bind to PTC. Since all people have two copies of every gene, combinations of the bitter taste gene variants determine whether someone finds PTC intensely bitter, somewhat bitter, or without taste at all.



*PTC paper is used to test whether a person is a "taster", "non-taster", or somewhere in between.*

*The ratio of tasters to non-tasters varies between populations, but every group has some tasters and some non-tasters. On average, 75% of people can taste PTC, while 25% cannot.*

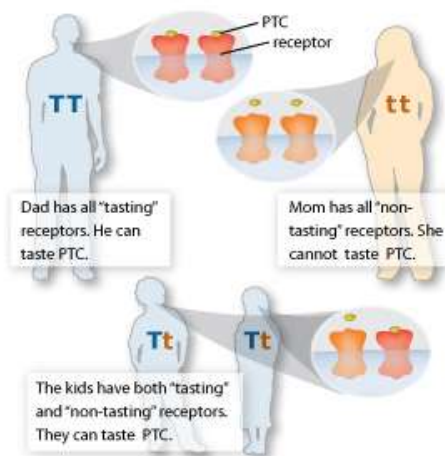




*Plants are much more likely than animals to contain toxins. Because avoiding bitter plants would severely limit their food sources, strict herbivores have fewer bitter taste genes than omnivores or carnivores. Instead, animals that graze on plants have a high tolerance to toxins. Grazers have large livers that are able to break down toxic compounds*

Although PTC is not found in nature, the ability to taste it correlates strongly with the ability to taste other bitter substances that do occur naturally, many of which are toxins.

Plants produce a variety of toxic compounds in order to protect themselves from being eaten. The ability to discern bitter tastes evolved as a mechanism to prevent early humans from eating poisonous plants. Humans have about 30 genes that code for bitter taste receptors. Each receptor can interact with several compounds, allowing people to taste a wide variety of bitter substances.



*The ability to taste PTC shows a dominant pattern of inheritance. A single copy of a tasting allele (T) conveys the ability to taste PTC. Non-tasters have two copies of a non-tasting allele (t).*

Source: <http://learn.genetics.utah.edu/content/basics/ptc/>

The following study by the University of California at Riverside provide the results of the first blind taste test of recycled wastewater. This study is interesting in that it helps to dismiss the myths and anticipated taste of recycled water.



## Toilet-to-tap: Gross to think about, but how does it taste?

UC Riverside researchers conduct first blind taste test of recycled wastewater

By J.D. Warren On MARCH 13, 2018

RIVERSIDE, CA. (www.ucr.edu) – Here’s a blind test taste like Pepsi never imagined.

Researchers at the University of California, Riverside, recently published a study of recycled wastewater that did not focus on its safety-which has long been established-but rather its taste.

After years of drought, the notion of drinking recycled wastewater has gained momentum in California. Thoughts turned to all the water being discarded - to supplementing “conventional” groundwater with recycled water.



*UC Riverside researchers asked test subjects to compare the taste of recycled water with tap water and commercially bottled water.*

But consumers were quick to flag the euphemism of “recycled.” Some have even branded the technology “toilet to tap.”

“It seems that this term (wastewater), and the idea of recycled water in general, evokes disgust reactions,” said Daniel Harmon, a graduate student in psychology and the lead author in the study on water taste. The study published in print in the February edition of the journal *Appetite*.

However, Harmon added: “It is important to make recycled water less scary to people who are concerned about it, as it is an important source of water now and in the future.”

The water’s safety has been the source of most related research. The wastewater is treated using reverse osmosis. A preferred technology is called indirect potable reuse, or IDR. IDR reintroduces treated wastewater into groundwater supplies, where it re-enters the drinking water system. Six California water agencies already employ IDR. These include the Water Replenishment District of Southern California, the Orange County Water District, the Los Angeles County Department of Public Works, the Inland Empire Utilities District, the city of Los Angeles, and the city of Oxnard).

Studies have found IDR removes virtually all contaminants. But no one has considered its relative taste – at least, not in a blind taste test, and not in a scientific study.

The UCR study included 143 people, who were asked to compare IDR-treated tap water with conventional tap water and commercially bottled water. The waters were presented in similar cups and were unlabeled, hence the participants were “blind” to the source of the water. After tasting the water, participants ranked the samples’ taste from one to five, then also in categories including texture, temperature, smell, and color.

The researchers weighed factors that influence taste perception.

There are genetic differences in taste sensitivity. That was gauged using a tried-and-true measure: paper strips coated with the chemical phenylthiocarbomide, or PTC. Those who find the strip's taste to be bitter are considered to have more sensitive taste.

Researchers also considered two personality traits that help determine water preference. These traits are referred to as "Openness to Experience" and "Neuroticism." Openness is how receptive people are to novel and diverse experiences. Neuroticism refers to anxiety and insecurity.

At the outset, researchers hypothesized the three waters would score equally. In fact, one emerged the least preferred.

"The groundwater-based water was not as well liked as IDR or bottled water," said Mary Gauvain, a professor of psychology at UC Riverside and co-author of the study. "We think that happened because IDR and bottled water go through remarkably similar treatment processes, so they have low levels of the types of tastes people tend to dislike."

The more nervous, anxious people in the study expressed the preference for IDR and bottled water and were more negative about the more mineral-rich tap water. People more open to new experiences liked the three samples about the same.

Another surprise: Women preferred bottled water two-to-one over men.

The researchers' best guess: Women register higher "disgust reactions" than men, which means their reactions to tastes they dislike are more extreme. These disgust reactions are the subject of the team's next research paper.

In their conclusion, researchers suggest that favorable comparisons between reverse osmosis and bottled water may make consumers more amenable to drinking recycled wastewater. In particular, they suggest, marketing to women – who make most consumer purchasing decisions – should focus on these similarities, and also cater to women's demonstrated openness to new experiences.

"We think this research will help us find out what factors people pay attention to in their water decisions, and what populations need to be persuaded to drink IDR water and how to persuade them," Harmon said.

Aside from Harmon and Gauvain, researchers in the study include Isaac Arthur, who recently completed his undergraduate studies at UC Riverside, Drew Story, a graduate student at UC Riverside, and Z Reisz, who received his Ph.D. at UC Riverside and is now at Santa Barbara City College. The research was supported by an Integrative Graduate Education and Research Traineeship, or IGERT, award from the National Science Foundation.

**MEDIA CONTACT**

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Source: <https://ucrtoday.ucr.edu/52156>

The Yucaipa Valley Water District recognizes that we need to monitor not only the regulated chemical compounds, but also chemical compounds that are not regulated by state or federal agencies. These chemical compounds typically found at levels in the part per billion range and originate from the following sources:

- Pharmaceuticals
  - Hormones
  - Antibiotics
  - Antibacterial
- Personal Care Products
- Herbicides
- Pesticides and Insect Repellents
- Industrial Additives
- Artificial Sweeteners

The District has been conducting various studies on these chemicals and conducted a research study that included samples from the following locations:

- State Water Project (Raw Water)
- Yucaipa Valley Regional Water Filtration Facility - Final Effluent (Drinking Water)
- Wochholz Regional Water Recycling Facility - Influent
- Wochholz Regional Water Recycling Facility - Effluent
- Wochholz Regional Water Recycling Facility - RO Permeate

The table shown below provides a summary of the results from the independent laboratory.

	Untreated Surface Water	Treated Drinking Water	Sewer Influent	Tertiary Treated Recycled Water	Advanced Treated Recycled Water with Reverse Osmosis System
Total Number of Chemical Compounds Studied	91	91	91	91	91
Total Number of Constituents Detected	18	11	59	46	3

Specific chemical names, laboratory results, and detection limits are provided below.

# Yucaipa Valley Water District CEC Data Set (1/4) (ng/L)

Constituent	Untreated Surface Water	Treated Drinking Water	WWTP Influent	Tertiary Filtered WWTP Effluent	WWTP Effluent post RO Permeate	Dilution Factor	Detection Limit
Location	1	2	3	4	5		2013 MRL
Sample Date	6/10/2013	6/10/2013	6/12/2013	6/10/2013	6/11/2013	Dilution	
1,7-Dimethylxanthine	ND	ND	21000	ND	ND	10	10
17 β-estradiol	ND	ND	ND	0.0043	ND	1	0.0004
2,4-D	ND	16	ND	25	ND	1	5
4-nonylphenol (semi-quantitative)	120	ND	30,000	1,500	ND	10	100
4-tert-Octylphenol	ND	ND	15,000	220	ND	10	50
Acetaminophen	470	410	44,000	4,400	ND	10	20
Acetaminophen	ND	ND	46,000	ND	ND	10	5
Albuterol	ND	ND	100	34	ND	1	5
Amoxicillin(semi-quantitative)	ND	ND	4,000	3,300	ND	10	20
Androstenedione	ND	ND	1,100	ND	ND	1	5
Atenolol	88	ND	3,000	74	ND	10	5
Atrazine	ND	ND	ND	ND	ND	1	5
Azithromycin	77	84	ND	240	ND	1	20
Bendroflumethiazide	ND	ND	ND	ND	ND	1	5
Bezafibrate	ND	ND	ND	ND	ND	1	5
BPA	ND	ND	26	ND	ND	1	10
Bromacil	18	ND	ND	ND	ND	1	5
Butalbital	ND	ND	ND	49	ND	1	5
Butylparaben	ND	ND	ND	ND	ND	1	5
Caffeine	42	22	67,000	ND	ND	10	5
Carbadox	ND	ND	10	ND	ND	1	5
Carbamazepine	ND	ND	310	440	ND	1	5
Carisoprodol	ND	ND	100	290	ND	1	5

# Yucaipa Valley Water District CEC Data Set (2/4) (ng/L)

Constituent	Untreated Surface Water		Treated Drinking Water		WWTP Influent		Tertiary Filtered WWTP Effluent		WWTP Effluent post RO Permeate		Dilution Factor	Detection Limit
	1	2	3	4	5	6	7	8	9	10		
Location	Sample Date											
Chloramphenicol	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	10
Chloridazon	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	5
Chlorotoluron	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	5
Cimetidine	7	ND	2,200	970	ND	10	ND	ND	ND	ND	10	5
Clofibrac Acid	ND	ND	ND	160	ND	ND	ND	ND	ND	ND	1	5
Cotinine	ND	ND	2,500	72	ND	ND	ND	ND	ND	ND	1	10
Cyanazine	ND	ND	110	ND	ND	ND	ND	ND	ND	ND	1	5
DACT	10	ND	26	10	ND	ND	ND	ND	5.6	ND	1	5
DEA	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	5
DEET	ND	ND	860	240	ND	ND	ND	ND	ND	ND	1	5
Dehydromifedipine	ND	ND	110	320	ND	ND	ND	ND	ND	ND	10	10
DIA	10	7	18	16	ND	ND	ND	ND	ND	ND	1	5
Diazepam	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	5
Diclofenac	ND	ND	ND	27	ND	ND	ND	ND	ND	ND	1	5
Dilantin	ND	ND	160	280	ND	ND	ND	ND	ND	ND	1	20
Diuron	96	18	64	87	ND	ND	ND	ND	6.2	ND	1	5
Erythromycin	ND	ND	32	170	ND	ND	ND	ND	ND	ND	1	10
Estradiol	ND	ND	8	ND	ND	ND	ND	ND	ND	ND	1	5
Estrone	ND	ND	21	96	ND	ND	ND	ND	ND	ND	1	5
Ethylparaben	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	20
Flumequine	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1	10
Fluoxetine	ND	ND	ND	180	ND	ND	ND	ND	ND	ND	1	10
Gemfibrozil	13	ND	4,400	520	ND	ND	ND	ND	ND	ND	10	5



# Yucaipa Valley Water District CEC Data Set (3/4) (ng/L)

Constituent	Location		Treated Drinking Water	WWTP Influent	Tertiary Filtered WWTP Effluent	WWTP Effluent post RO Permeate	Dilution Factor	Detection Limit
	1	2						
	6/10/2013	6/10/2013	6/12/2013	6/10/2013	6/11/2013			2013 MRL
Ibuprofen	ND	ND	63,000	ND	ND	ND	10	10
Iohexol	180	32	56,000	3,300	ND	ND	100	10
Iopromide	ND	ND	9	60	ND	ND	1	5
Isobutylparaben	ND	ND	13	ND	ND	ND	1	5
Isoproturon	ND	ND	ND	ND	ND	ND	1	100
Ketoprofen	ND	ND	ND	ND	ND	ND	1	5
Ketorolac	ND	ND	ND	ND	ND	ND	1	5
Lidocaine	ND	ND	100	67	ND	ND	1	5
Lincomycin	ND	ND	48	17	ND	ND	1	10
Linuron	ND	ND	ND	ND	ND	ND	1	5
Lopressor	ND	ND	1,300	1,300	ND	ND	1	20
Meclofenamic Acid	ND	ND	120	ND	ND	ND	1	5
Meprobamate	ND	ND	4,400	1,200	ND	ND	1	5
Metazachlor	ND	ND	ND	ND	ND	ND	1	5
Methylparaben	ND	ND	ND	ND	ND	ND	1	20
Naproxen	ND	ND	24,000	230	ND	ND	10	10
Nifedipine	ND	ND	270	58	ND	ND	1	20
Norethisterone	ND	ND	ND	ND	ND	ND	1	5
Oxolinic acid	ND	ND	ND	ND	ND	ND	1	10
Pentoxifylline	ND	ND	10	ND	ND	ND	1	5
Phenazone	ND	ND	ND	ND	ND	ND	1	5
Primidone	ND	ND	160	140	ND	ND	1	5
Progesterone	ND	ND	170	ND	ND	ND	1	5

# Yucaipa Valley Water District CEC Data Set (4/4) (ng/L)

Constituent	Untreated Surface Water	Treated Drinking Water	WWTP Influent	Tertiary Filtered WWTP Effluent	WWTP Effluent post RO Permeate	Dilution Factor	Detection Limit
Location	1	2	3	4	5		2013 MRL
Sample Date	6/10/2013	6/10/2013	6/12/2013	6/10/2013	6/11/2013	Dilution	
Propazine	ND	ND	ND	ND	ND	1	5
Propylparaben	ND	ND	180	ND	ND	1	5
Quinoline	21	19	320	62	ND	1	5
Simazine	17	20	19	17	ND	1	5
Sucralose	760	620	57,000	69,000	ND	10	100
Sulfachloropyridazine	ND	ND	ND	ND	ND	1	5
Sulfadiazine	ND	ND	220	75	ND	1	5
Sulfadimethoxine	ND	ND	83	ND	ND	1	5
Sulfamerazine	ND	ND	61	ND	ND	1	5
Sulfamethazine	ND	ND	16	ND	ND	1	5
Sulfamethizole	ND	ND	ND	ND	ND	1	5
Sulfamethoxazole	22	ND	6,400	1,300	ND	10	5
Sulfathiazole	ND	ND	ND	ND	ND	1	5
TCEP	190	ND	10,000	880	ND	10	10
TCPP	ND	ND	240	540	ND	1	100
TDCPP	ND	ND	240	270	ND	1	100
Testosterone	ND	ND	17	ND	ND	1	5
Theobromine	26	15	56000	160	ND	10	10
Theophylline	ND	ND	35000	130	ND	10	20
Triclosan	ND	ND	2000	ND	ND	1	10
Trimethoprim	ND	ND	1400	180	ND	10	5
Warfarin	ND	ND	ND	ND	ND	1	5
Total Constituents detected	18/91	11/91	59/91	46/91	3/91		

# Strategic Planning



Yucaipa Valley Water District



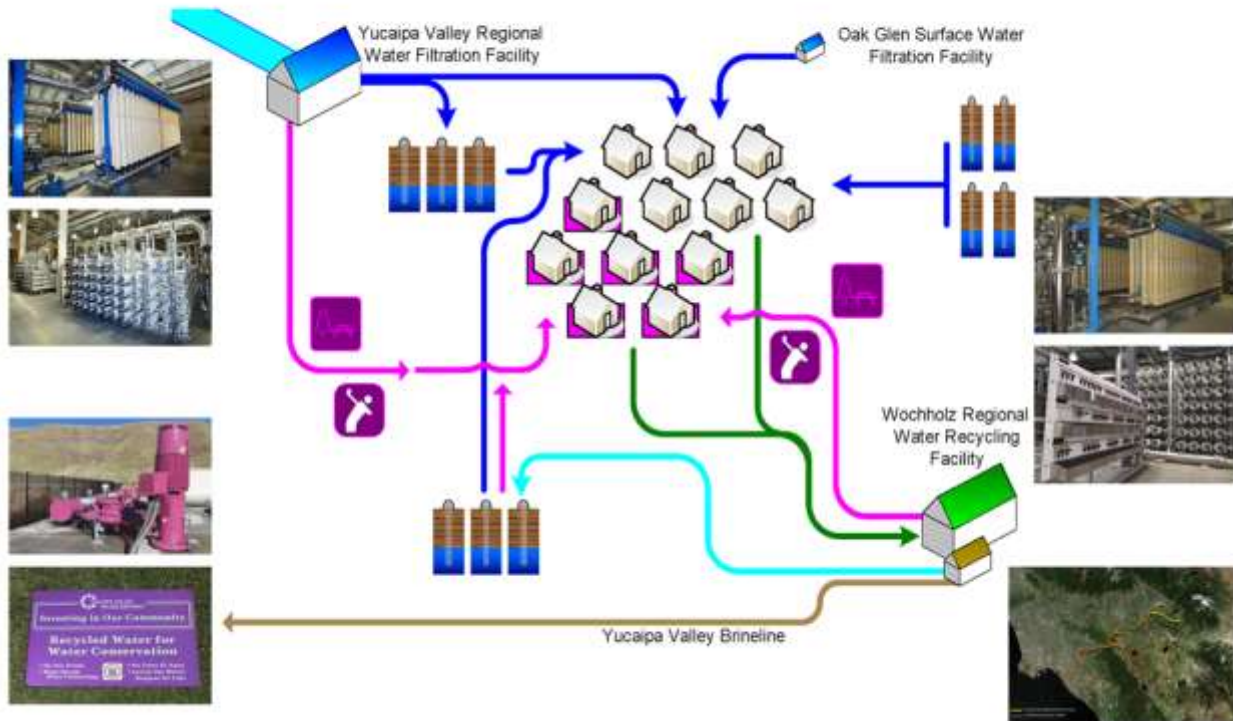
**Date:** April 10, 2018

**From:** Kathryn Hallberg, Management Analyst

**Subject:** Strategic Planning Update for the Implementation of Energy Efficiency Projects and Opportunities for Various Facilities

Over the past several decades, the Yucaipa Valley Water District has embarked on a series of capital improvement projects that have created integrated systems of drinking water, recycled water, sewer treatment, and brine disposal facilities. The integration of these facilities has set the Yucaipa Valley Water District on a course to sustainably maintain exceptionally pure and renewable water resources.

### Sustainable and Integrated Infrastructure Concepts



In preparation for the next decade of projects, the Board of Directors of the Yucaipa Valley Water District has embarked on a strategic planning process that set priorities for future capital improvement projects. These improvements will be structured to provide additional supplies of high quality water for future use within our community and make the District more sustainable and resilient.

Strategic Planning Priorities by the Board of Directors (not in order of priority):

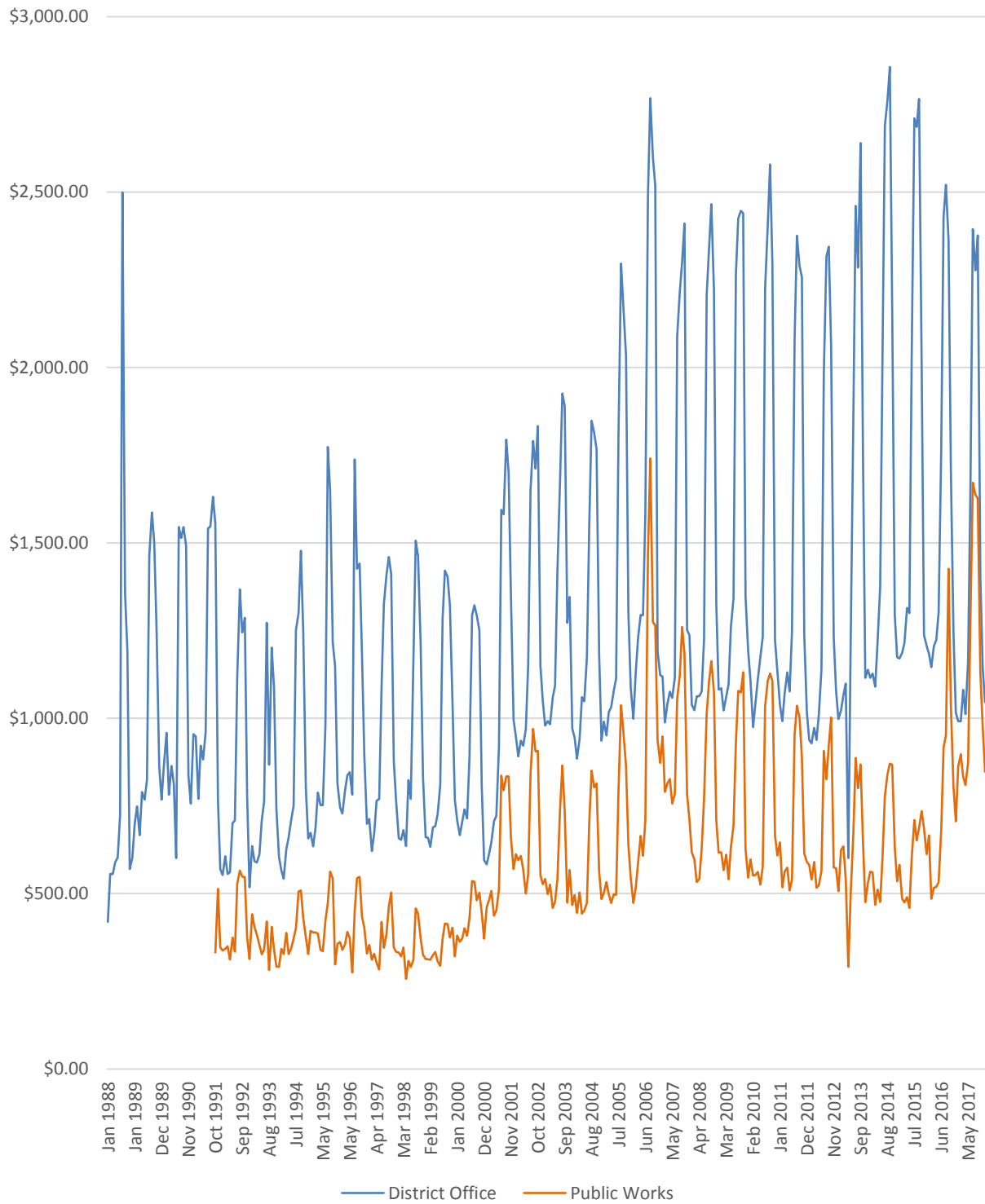
- **Direct Potable Reuse** - Plan and evaluate the opportunities and constraints related to implementation of direct potable reuse facilities. This strategic goal will involve the Salinity and Groundwater Enhancement (SAGE) project at the Wochholz Regional Water Recycling Facility; the Salinity Concentrate Reduction and Minimization (SCRAM) Project at the Yucaipa Valley Regional Water Filtration Facility; and may include a new water filtration facility at the Wochholz Regional Water Recycling Facility. This strategic priority was established by the Board of Directors on March 8, 2018.
- **Indirect Potable Reuse** - Plan and evaluate the opportunities and constraints related to implementation of indirect potable reuse. This strategic goal will involve the recharge of recycled water at various locations throughout the District's service area which will also involve the development of recharge facilities. This strategic priority was established by the Board of Directors on March 8, 2018.
- **Energy Efficiency Projects** - Plan and evaluate the opportunities and constraints related to implementation of solar, microturbines, biogas, and other technologies to stabilize energy expenses. This strategic goal will likely involve the investigation of innovative technologies and programs to become more energy efficient. This strategic priority was established by the Board of Directors on March 8, 2018.
- **Consolidation of District Facilities** - Plan and evaluate the opportunities and constraints related to the colocation and consolidation of District offices and work areas to be in close proximity of existing operational areas. This strategic goal will likely involve the relocation of the District office on Second Street to an area near the Wochholz Regional Water Recycling Facility. This strategic priority was established by the Board of Directors on March 8, 2018.
- **Beaumont Basin Recharge Facilities** - Plan and evaluate the opportunities and constraints related to the construction of recharge facilities in the Beaumont Basin to maximize the operational efficiency of groundwater within the Beaumont adjudication area. This strategic priority was established by the Board of Directors on March 8, 2018.
- **Public Relations and Outreach** - Plan and implement a program to gain and enhance the District's presence involving:
  - Social media;
  - Website refresh and upgrades;
  - Video clips;
  - Summary of the District's operations;
  - Historical information; and
  - Near real-time press releases.

This strategic priority was established by the Board of Directors on March 8, 2018.

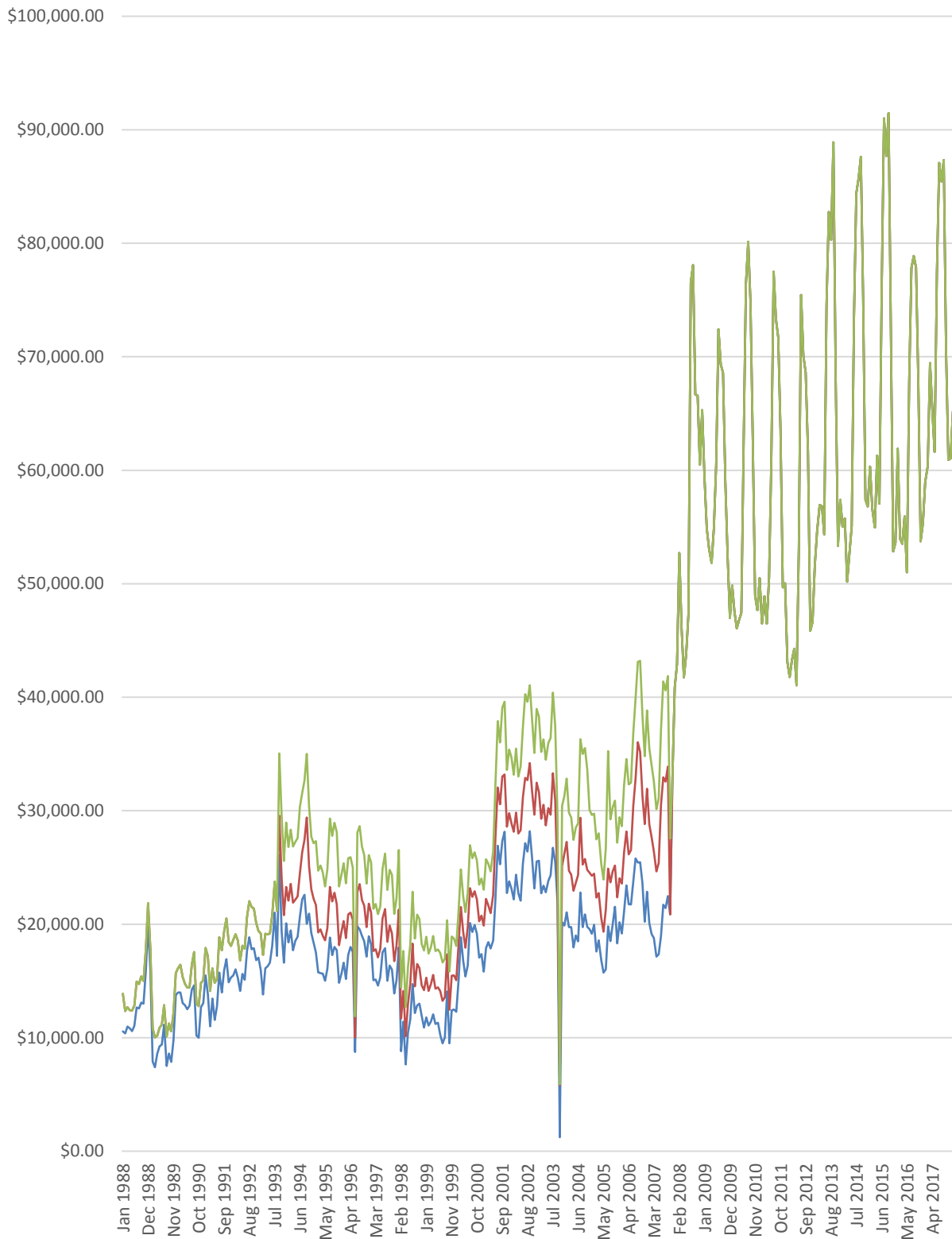
### Energy Efficiency Evaluation

The District staff has compiled information about our energy demands at various facilities. The purpose of this workshop item is to discuss the preparation a release of a Request for Information about Energy Reduction and Management Opportunities.

### Yucaipa Valley Water District Administrative Complex Monthly Energy Cost 1988-2018



### Wochholz Regional Water Recycling Facility Energy Cost 1988-2018



# Operational Updates



Yucaipa Valley Water District





**Date:** April 10, 2018

**From:** Mike Kostecky, Operations Manager

**Subject:** Status Report on the Annual Repairs and Rehabilitation of the Yucaipa Valley Regional Water Filtration Facility

Each year the District staff takes the Yucaipa Valley Regional Water Filtration Facility (YVRWFF) out of service to perform routine inspections and repairs of the facility. In some instances, this opportunity to inspect the facility has resulted in unexpected repairs that need to be completed promptly to prepare the drinking water facility for summertime operation.



The purpose of this agenda item is to discuss the status and schedule of the anticipated repairs.

On March 20, 2018, the Board of Directors ratified the process plumbing repairs of the YVRWFF with W.M. Lyles Co. for a sum not to exceed \$43,600 [Director Memorandum No. 18-049].

The work is scheduled to begin the first week of April and is anticipated to be complete within 2-3 weeks.

Upon dewatering the blending structure, staff discovered two flanges with coating failure and requested an estimate from J. Colon Coatings, Inc.



Additionally, staff requested to include the recoating of fifteen feet of the combined plant effluent pipe and fifteen feet of the influent nanofiltration pipe. The estimate for the identified infrastructure repairs will cost \$11,700, is expected to be completed in 5-6 days, and is scheduled to begin the week of April 10.





March 16, 2018

Yucaipa Valley Water District  
12770 Second Street  
Yucaipa, California 92399

Attn: Tim Mackamul

Re: Cleaning and Coating 30' of CPE Line, 36" NFG Flange, 42" MF Flange, and 15' of NF Feed Line.

Tim,  
Thank you for the opportunity to be of service. This work will require **5 to 6 days** to complete and will consist of hand cleaning all surfaces, spot priming all bare metal, apply 1 full prime coat of epoxy, an intermediate coat and a polyurethane finish coat for a cost of **\$11,700.00**

Thank you again for the opportunity to be of service. Should you have any questions, please do not hesitate to call.

Sincerely,



Jose Colon  
J. Colon Coatings, Inc.



## SOP

03-2018

### YVRWFF 2018 Maintenance Task List

This SOP will serve as a check list to ensure that all required process equipment receives yearly maintenance when the plant is off-line during the annual plant shut down.

1. Perform CIP on each Micro rack the week prior to shut down. **Week of 2/26/18**
2. Preserve Micro filtration racks. **2/28/18**
3. Preserve Nano filtration trains. **2/28/18**
4. Close inlet valves at Auto strainers and power off local controls. **3/1/18**
5. Exercise all filtration facility valves.
6. Drain and wash down DAF units 1 & 2. **3/7/18**
7. Disassemble and inspect the DAF unit's air blending chamber float. **Repair parts in transit 3/23/18**
8. Inspect CPE line and the 48" MF feed line. **3/22/18**
9. Drain and inspect the blending structure. **J. Colon to complete painting by 4/2/18**
10. Inspect and repair chlorine storage and isolation valves.
11. Inspect and perform annual maintenance on Kinne strainers per CMMS.
12. Clean and inspect CIP waste sump. Schedule with EC. **3/15/18**
13. Pump septic lift station. Schedule with EC. **3/15/18**
14. MF Caustic tank—remove hatch, clean/inspect. Schedule with EC. **3/16/18**
15. MF Acid tank—remove hatch, clean/inspect. Schedule with EC. **3/16/18**
16. NF CIP tank—remove hatch, clean/inspect. Schedule with EC. **NOT NEEDED**
17. Re-gel strap on flow meters in plant (Qversa). **3/13/18**
18. Re-gel strap on meter at "Dog House." (Qversa) **3/13/18**
19. Inspect MF caustic & acid basket strainers. **3/1/18**
20. Service UPS systems. **2/28/18**
21. Inspect CPE chemical injectors.
22. Flush bypass line around R13.1 (this is accomplished during start-up)
23. Clean air filtration systems for all VFD's. **3/14/18**
24. Inspect and upgrade chemical trench flex lines and close bulk tank valves. **3/24/18**
25. Change cartridge filters on Nano filtration trains 1 & 2. **3/9/18**
26. Inspect Micro filtration feed headers – Drain racks on day of start-up and pull end caps.
27. Tighten RF system nuts/bolts – Micro filtration.
28. Grease zert fittings on all pumps throughout the plant. **3/15/18**
29. Change oil in NF inter stage booster pumps. **3/10/18**
30. RF Basket Clean. **3/10/18**
31. RF Nipple/fitting replacement on air/vac(s). **3/27/18**
32. Chemical instrument probes – replace fitting/bushings/adaptors.
33. Inspect DAF pump check valves—rebuild/replace as needed. **3/15/18**
34. Replace (3) 6" air & vacuum valves, pre and post FSS. **3/18/18**
35. Replace 3/4" & 1" air & vacuum valves on MF/NF systems. **3/11/18**
36. Tap and install fittings for de-foamer injection on NF CIP waste line to waste sump.

\*\*\* Report and/or correct any deficiencies immediately

\*\*\* Log findings and any operational changes made in the plant logbook

# Capital Improvement Projects



Yucaipa Valley Water District



**Date:** April 10, 2018

**From:** Mike Kostelecky, Operations Manager

**Subject:** Status Report on the Emergency Repairs for Drinking Water Reservoir 17.1.1

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On November 21, 2017, the Board of Directors authorized emergency coating repairs for drinking water reservoir R-17.1.1 with Superior Tank Solutions [Director Memorandum No. 17-108].



On Monday, January 29, 2018, Superior Tank Solutions began repairs. Upon removing the coal tar enamel from the floor, it was evident that the floor needed replacement, not repair. The existing floor consists of numerous welded patches in various sizes and thousands of pits from erosion. This metal has been worn thin and is now a liability to the District. The side shell had approximately ten holes that have since been repaired.

At the board meeting on February 20, 2018, the Board of Directors ratified the authorization for Superior Tank Solutions to proceed with the necessary repair work.



The purpose of this agenda item is to provide an update on the status of the repairs and give a timeline for the return of service.

Completed repairs to date:

- Inside coating
- New floor
- New roof hatch and vent
- Influent/effluent pipe welding

Upon lifting the side shell to allow access for the new floor panels, several holes developed along the chime due to the thin and eroded metal. Repairs will consist of a chime band patch that will bolt to the existing hardware and then a layer of epoxy. Additionally, upon setting the side shell

down the influent/effluent pipe configuration does not lay as it did and will need to be configured differently to allow for the installation of the isolation valve.



Upon completion of the identified repairs, the reservoir will be filled with two feet of water and will sit to ensure there is no leakage present. Once verified, the reservoir will be disinfected, drained, filled, and then two series of bacteriological samples will be collected before returning to service in the drinking water distribution system which is anticipated by the end of April.



**Date:** April 10, 2018

**From:** Matthew Porras, Management Analyst

**Subject:** Status Report on the Construction of an 8-Inch Sewer Mainline in Yucaipa Boulevard

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



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





**Date:** April 10, 2018

**From:** Matthew Porras, Management Analyst

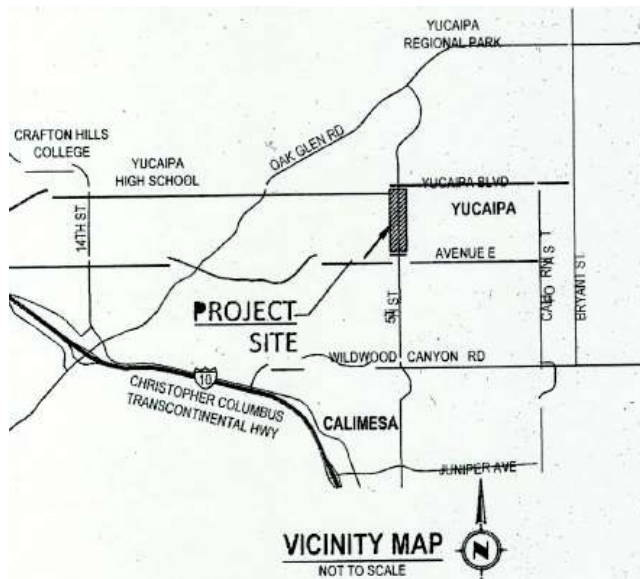
**Subject:** Status Report on the 5<sup>th</sup> Street Widening Project

The City of Yucaipa is in the process of making street improvements to 5<sup>th</sup> Street, west of Yucaipa Boulevard and north of Avenue E. The project includes widening of the roadway, installing curb and gutter, and adding sidewalks. The project will require relocation of utilities including Recycled Water, Drinking Water, and Sewer.

District staff is working to identify the scope of the impact related to District facilities. An agreement between the District and the City of Yucaipa will be drafted to define any cost sharing opportunities.

Financial Consideration

The District’s contribution to the project is currently undefined until additional information is acquired.



## Agreement by and between the City of Yucaipa and Yucaipa Valley Water District for the 5<sup>th</sup> Street Widening Project

The City of Yucaipa, a Municipal Corporation, hereinafter referred to as "City", and Yucaipa Valley Water District, a Special District, hereinafter referred to as "District", hereby mutually agree as follows:



**A. Purpose of Agreement:** The City is in the process of widening 5<sup>th</sup> Street from Yucaipa Boulevard south to Avenue E. There are numerous appurtenances that will require relocation and/or replacement within this project. The District has identified 16 water services and 4 sewer services in conflict. In addition to the appurtenances in conflict, an isolation valve will need to be relocated.

- B. Scope of Agreement:** The Scope of the Agreement includes:
1. The District, at their cost, will provide water meters, meter and sewer cleanout boxes.
  2. The City, at their cost, shall replace four (4) water services, as required, from the water mainline in 5<sup>th</sup> Street to the meter with 1" copper, install the provided meter and meter box, and abandon the existing service and connection on the mainline per District Standards.
  3. The City shall re-plumb fourteen (12) water services, as required, from the water mainline in 5<sup>th</sup> Street to the meter with 3/4" copper, install the provided meter and meter box per District Standards. The costs for these re-plumbed water services shall be shared between the City and the District. The City's share of these costs is 50%, and the District's share of these costs shall be 50%.
  4. The District, at their cost, shall protect six (4) sewer laterals, as required.
  5. The District, at their cost, will relocate the 8" isolation valve that conflicts with the project.
  6. The District, at their cost, shall provide inspection of the service installations at no cost to the City.

**C. Future Precedence:** This agreement and the concepts herein, are applicable to only to this work and not to be used as the basis of future agreements. Each future cost sharing agreement must consider the specific project conditions.

**IN WITNESS WHEREOF**, the City of Yucaipa and the Yucaipa Valley Water District have executed this Agreement the day and year first written below.

The City and District hereby agree to the full performance of the covenants and conditions contained herein.

**City of Yucaipa**

**Yucaipa Valley Water District**

\_\_\_\_\_  
Ray Casey, City Manager

\_\_\_\_\_  
Joseph Zoba, General Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



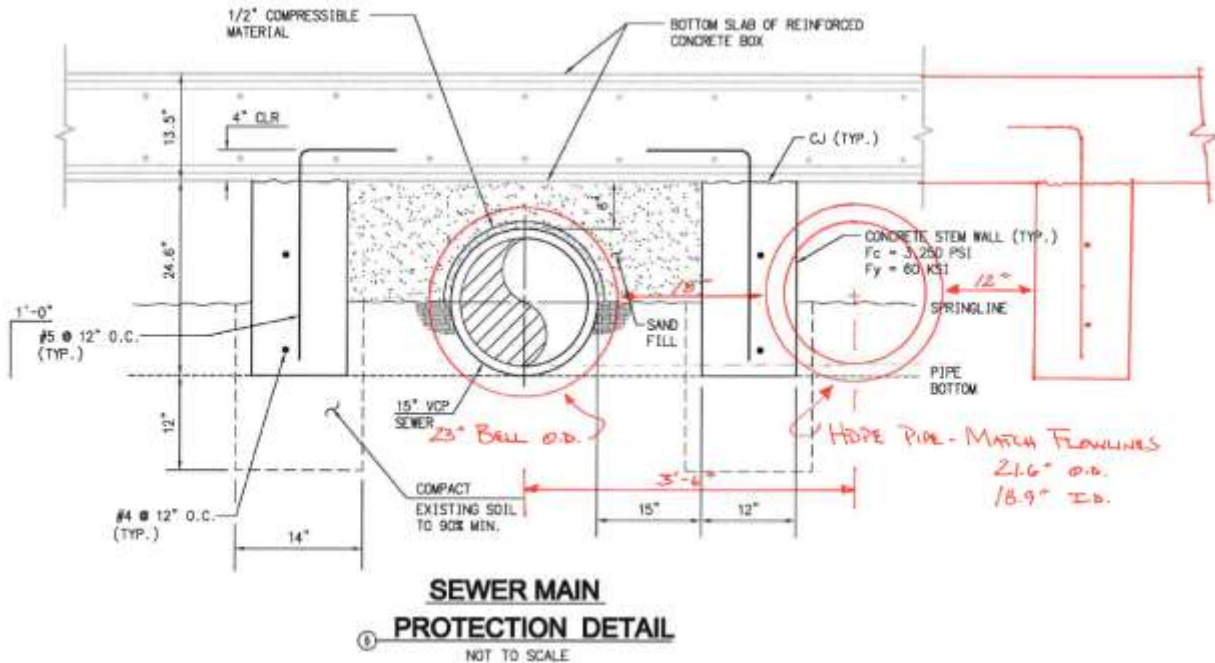
**Date:** April 10, 2018

**From:** Matthew Porras, Management Analyst

**Subject:** Status Report on the Installation of a Parallel Sewer Segment of Mainline on 6<sup>th</sup> Place as part of the Wildwood Creek Bridge Improvements

District staff has been coordinating with the City of Yucaipa for the construction of a bridge on Sixth Place at the crossing of Wildwood Creek.

The District staff is proposing to install a spare sewer mainline in Sixth Place together with the box culvert construction proposed by the City of Yucaipa. The installation of this segment of sewer will provide alternatives for the replacement and extension of sewer mainlines in the Districts' service area.



# Public Policy



Yucaipa Valley Water District



**Date:** April 10, 2018  
**From:** Joseph Zoba, General Manager  
**Subject:** Discussion Regarding the Development of a Policy Related to Accessory Dwelling Units and Other Multiple Unit Developments

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The District staff is in the process of developing a standardized policy for Accessory Dwelling Units (ADUs). At the board workshop on February 27, 2018, the following elements of the policy were discussed:

**Single Residential Unit – Same Parcel**

- Facility Capacity Charge - Standard Fees Apply
- Monthly Fixed and Variable Water and Sewer Charges - Standard Fees Apply

**Single Residential Unit with an Accessory Dwelling Unit - Same Parcel Up to 800 Square Feet**

- Facility Capacity Charge – No Additional Charge for Accessory Dwelling Unit
- Fixed Monthly Water and Sewer Charges - Standard Fees x 2.0
  - Casitas with either sink or toilet - Standard Fees x 1.25
  - Casitas with 2 of 3 (either a sink, toilet, and/or kitchen) - Standard Fees x 1.5
- Variable Monthly Water Fees – Standard Fees with Facility Capacity Charge Element

**Two Residential Units – Same Parcel and Accessory Dwelling Units more than 801 square feet**

- Facility Capacity Charge – Standard Fees Apply x 2.0
- Fixed Monthly Water and Sewer Charges – Standard Fees x 2.0
- Variable Monthly Water Fees – Standard Fees with Facility Capacity Charge Element

**Three or more Residential Units and/or Commercial, Industrial, Institutional**

- Facility Capacity Charge – Based on Water Supply Fixture Units – Uniform Plumbing Code
- Fixed Monthly Water and Sewer Charges – Standard Fees x Calculated # of EDUs
- Variable Monthly Water Fees – Standard Fees with Facility Capacity Charge Element

**Customer Initiated Request for an Additional Water Meter**

- Facility Capacity Charge – Standard Fees Apply x 2.0
- Fixed Monthly Water and Sewer Charges – Standard Fees x 2.0
- Variable Monthly Water Fees – Standard Fees with Facility Capacity Charge Element

These concepts will be discussed at the board workshop to further develop the overall business processes related to accessory dwelling units in the District's service area.



**Date:** April 10, 2018

**From:** Joseph Zoba, General Manager

**Subject:** Discussion Regarding Draft Resolution No. 2018-xx Establishing the Methodology to Calculate and the Collection of Facility Capacity Charges Related to the Purchase of Water Resources for New Development within the Boundary of the San Gorgonio Pass Water Agency and the City of Calimesa

The Yucaipa Valley Water District currently charges \$13,478 per dwelling unit for facilitate capacity charges for each new residential unit constructed in our service area. This fee recovers costs expended by the District for the construction of the following facilities:

Description of Drinking Water Component	Existing Facility Capacity Charges
Yucaipa Valley Regional Water Filtration Facility	\$3,811
Recycled Water System	\$823
Booster Pumping Plants	\$885
Pipeline Facilities	\$4,407
Water Storage Reservoirs	\$3,552
<b>Total</b>	<b>\$13,478</b>

While the District’s development related fees are typically more expensive than neighboring agencies, the Yucaipa Valley Water District has consistently pursued extensive improvements and fully-integrated solutions to secure long-term, reliable, and resilient water and sewer service for our customers.

On July 27, 2015, the Board of Directors of the San Gorgonio Pass Water Agency (“SGPWA”) adopted Resolution No. 2015-05 adopting facility capacity fees for new infrastructure and additional water resources. The adoption of this resolution was deemed necessary by the SGPWA to “...meet future increasing demands for SGPWA supplemental water to the SGPWA service area which will require additional water facilities to be constructed to distribute water and to acquire additional water rights to meet future increasing demands.”<sup>1</sup>

At the board workshops on April 25, 2017, May 30, 2017, July 11, 2017, August 8, 2017, and September 12, 2017, the District staff reviewed and discussed methodology that can be used to

<sup>1</sup> This fee only is applicable to developments in the Calimesa portion of the Yucaipa Valley Water District service area. The portion of the Yucaipa Valley Water District in the City of Yucaipa receives imported water service from the San Bernardino Valley Municipal Water District.

calculate the cost of securing permanent water supplies using the nexus report adopted by the San Gorgonio Pass Water Agency in July 2015. Based on the suggested methodology, the District staff prepared a draft resolution to adopt the methodology and implement a new facility capacity fee component applicable for new homes in the Calimesa portion of our service area.

Based on the sample methodology, the additional cost per residential dwelling unit in the City of Calimesa will be \$4,683 for a home that is dual-plumbed to receive recycled water for front and rear yard irrigation use. This charge would not be applicable to new development in the City of Yucaipa.

### Methodology Used to Calculate the Supplemental Water Facility Capacity Charge for Supplemental Water Resources

- One Domestic Use Factor (1.0 DUF) = 10 kgal/monthly billing period
  - Annual Drinking Water Demand = 120 kgal per year - Estimated<sup>2</sup>
  - Daily Drinking Water Demand of 330 gpd/EDU - Estimated<sup>3</sup>
- 0% Interest
- 49.0% State Water Project Reliability Factor - Ten-Year Rolling Average
  - 2017 State Water Project Allocation on September 30 - 85% (DWR Notice 17-05)
  - 2016 State Water Project Allocation on September 30 - 60% (DWR Notice 16-06)
  - 2015 State Water Project Allocation on September 30 - 20% (DWR Notice 15-03)
  - 2014 State Water Project Allocation on September 30 - 20% (DWR Notice 14-08)
  - 2013 State Water Project Allocation on September 30 - 35% (DWR Notice 13-09)
  - 2012 State Water Project Allocation on September 30 - 65% (DWR Notice 12-09)
  - 2011 State Water Project Allocation on September 30 - 80% (DWR Notice 11-06)
  - 2010 State Water Project Allocation on September 30 - 50% (DWR Notice 10-11)
  - 2009 State Water Project Allocation on September 30 - 40% (DWR Notice 09-07)
  - 2008 State Water Project Allocation on September 30 - 35% (DWR Notice 08-03)
- \$6,231/Acre Foot Permanent Water Right Estimate
  - Most Recent San Gorgonio Pass Permanent Water Right Purchase Estimate

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Calculation:

$$120 \text{ kgal} \times \frac{1,000 \text{ gal}}{1 \text{ kgal}} \times \frac{0.000003069 \text{ AF}}{\text{gallon}} \times \frac{\$6,231}{\text{Acre Foot}} \times \frac{1}{0.490 \text{ Reliability}} = \underline{\underline{\$4,683/EDU}}$$

<sup>2</sup> This quantity may be updated or modified in a project specific development agreement.

<sup>3</sup> This quantity may be updated or modified in a project specific development agreement.

On September 19, 2017, the Board of Directors adopted Resolution No. 2017-23 Establishing the Methodology to Calculate and Collect Facility Capacity Charges for the Purchase of Permanent Water Resources for Development within the Boundary of the San Geronio Pass Water Agency and the City of Calimesa.

Section 2 of Resolution No. 2017-23 provides for the implementation of this fee by review of the Board of Directors with the preparation of each development agreement. To provide certainty for the existing developments of Tract No. 26295 and Tract No. 30386, as well as in-fill lots, the District staff is recommending the modification of Resolution No. 2017-23 to include the following language in Section 2.F.

- F. For single lot residential in-fill developments and development projects currently under development (such as Tract No. 30386 and Tract No. 26925), the applicable Supplemental Water Facility Capacity Charge shall be calculated as if the residential developments are dual-plumbed homes.

Upon review by the Board of Directors, the District staff will conduct a public hearing for consideration of the modified resolution.



**DRAFT RESOLUTION NO. 2018-xx****A RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT ESTABLISHING THE METHODOLOGY TO CALCULATE AND COLLECT FACILITY CAPACITY CHARGES RELATED TO THE PURCHASE OF PERMANENT WATER RESOURCES FOR NEW DEVELOPMENT WITHIN THE BOUNDARY OF THE SAN GORGONIO PASS WATER AGENCY AND THE CITY OF CALIMESA**

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

WHEREAS, the District has adopted Facility Capacity Charges for drinking water, sewer, and recycled water services; and

WHEREAS, the District’s Board of Directors reviewed Resolution No. 2015-05 adopted by the San Gorgonio Pass Water Agency (the “Pass Water Agency”) and its Capacity Fee Study and documentation (“Study”) supporting the need for supplemental water to provide service to new development within the boundary of the Pass Water Agency; and

WHEREAS, the above-referenced Study was considered by the District’s Board of Directors at several board workshops, board meetings, and the public hearing; and

WHEREAS, the District’s Board of Directors is expected to secure supplemental water from the Pass Water Agency when a permanent source of supply is secured and available to provide service to new development within the service area of the Pass Water Agency; and

WHEREAS, the purpose of the supplemental water capacity charge is to purchase and/or finance, in whole or in part, permanent water rights dedicated to the District or fund the implementation of a similar program that provides the same permanent water supply for new development within the boundary of both the District and the Pass Water Agency; and

WHEREAS, the fee structure and methodology established herein is set forth as the supplemental water fee adopted by the Pass Water Agency (as may be modified) in its Resolution No. 2015-05, Section 7 as a reasonable estimate for securing supplemental water rights unless modified by the District’s Board of Directors; and

WHEREAS, the facts and evidence presented to the District’s Board of Directors during previous board workshops and board meetings, including the Pass Water Agency’s Study, demonstrate that the facility capacity charge related to supplemental water to be levied by the District will not exceed the estimated reasonable cost for providing the services for which the capacity charges are imposed and, therefore, complies with Government Code Section 66013; and

WHEREAS, the District is relying upon the facts and evidence presented in the Pass Water Agency’s Study to support the need for the supplemental facility capacity charge expected to be assessed by the Pass Water Agency; and

WHEREAS, the supplemental water facility capacity charge established herein is exempt from the California Environmental Quality Act, Public Resources Code, Section 21080(b)(8) because the charges are imposed to obtain funds necessary to maintain services within the District; and WHEREAS, this resolution shall be implemented to supplement the facility capacity charges currently in effect by the Yucaipa Valley Water District; and

WHEREAS, the charges set forth herein are being adopted following a public hearing and notices provided in accordance with the requirements of Government Code, Section 66000, et seq.,

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

1. Purpose and Implementation. The charges set forth herein are for the purpose of implementing the San Gorgonio Pass Water Agency Resolution No. 2015-05 provided as Exhibit A and as supported by the Pass Water Agency's Study.
2. Implementation of the San Gorgonio Pass Water Agency Resolution No. 2015-05. The Board of Directors of the Yucaipa Valley Water District hereby directs the General Manager to include language in development agreements within the boundary of the San Gorgonio Pass Water Agency, subject to further review and approval by the Board of Directors, adequate to ensure permanent water resources are secured for all new development within the San Gorgonio Pass Water Agency boundary:
  - A. All new development shall be required to be dual-plumbed with recycled water to meet the irrigation demands; and drinking water to meet drinking water and fire flow demands.
  - B. A Domestic Use Factor (DUF) shall be based on an equivalent volume of drinking water used to meet domestic water demands for a typical equivalent single-family residential dwelling unit (EDU). The District staff is directed to provide information to evaluate the conversion factor for the DUF based on data acquired in the future. For purposes of this resolution, one DUF is equal to 10 kgal per monthly billing period.
  - C. Drinking water demand shall be determined for each parcel in units of gallons per day per Equivalent Dwelling Unit (gpd/EDU) and expressed as a Domestic Use Factor (DUF) to 1/10<sup>th</sup>. The DUF will be used to calculate the Supplemental Water Facility Capacity Charge for each parcel within the Pass Water Agency service area.

Typical components used to calculate the Supplemental Water Facility Capacity Charge for the purchase of permanent water supplies shall include: (i) the DUF for each parcel; (ii) the lesser of either 0% or the actual interest charge incurred by the District necessary to finance the construction of facilities or purchase of supplemental water rights; (iii) the rolling average of ten prior years of State Water Project reliability as determined by the California Department of Water Resources in effect on September 30<sup>th</sup> of each calendar year; and (iv) the estimated or actual cost of securing permanent supplemental water supplies by the San Gorgonio Pass Water Agency.

An example of the calculation methodology is provided in Exhibit B.

- D. Property owners and/or developers that provide sufficient permanent secured water rights and/or water resources shall receive a credit for the Supplemental Water Facility Capacity Charge required by this resolution if the secured water resources are permanently dedicated to the Yucaipa Valley Water District prior to executing a development agreement for the subject development.
  - E. Based on the example calculation methodology illustrated in Exhibit B, the Supplemental Water Facility Capacity Charge shall automatically be adjusted without further action of the Board of Directors based on (i) changes by the San Geronio Pass Water Agency as provided in Resolution No. 2015-05 and subsequent versions; and (ii) on October 1<sup>st</sup> of each year based on the State Water Project reliability determination as of September 30<sup>th</sup> by the California Department of Water Resources.
  - F. For single lot residential in-fill developments and development projects currently under development (such as Tract No. 30386 and Tract No. 26925), the applicable Supplemental Water Facility Capacity Charge shall be calculated as if the residential developments are dual-plumbed homes.
3. Monthly Water Demands in Excess of Paid Supplemental Water Facility Capacity Charge. The Board of Directors of the Yucaipa Valley Water District hereby directs the implementation of a surcharge for drinking water demands by customers that exceed the quantity of Supplemental Water Facility Capacity Charge as determined and assessed to each parcel for the use of supplemental water rights on an as needed basis.
- A. The Domestic Use Factor (DUF) used to calculate the Supplemental Water Facility Capacity Charge shall be evaluated each billing period to determine if the quantity of drinking water delivered exceeded the DUF purchased for the property.
  - B. If the quantity of drinking water delivered is equal to or less than the DUF used to calculate the Supplemental Water Facility Capacity Charge, then no surcharge shall be applied.
  - C. If the quantity of drinking water delivered is greater than the DUF used to calculate the Supplemental Water Facility Capacity Charge, then the surcharge shall be applied as provided in Exhibit C.
4. Equivalent Alternatives to Secured Supplemental Water Sources. The Board of Directors of the Yucaipa Valley Water District hereby directs the District staff to pursue the planning and implementation of direct potable reuse of recycled water as a feasible alternative to securing supplemental imported water from areas outside of the Yucaipa Valley Water District. Funds collected pursuant to this Resolution may be substituted for constructing and implementing a direct potable reuse project at the Wochholz Regional Water Recycling Facility and the Yucaipa Valley Regional Water Filtration Facility. Furthermore, the District staff is directed to pursue Federal and State funding to bridge the anticipated shortfall in funds if this equivalent source of supply becomes a reliable alternative to imported water.
5. Effective Date. This Resolution shall become effective on July 1, 2018 and shall remain in effect until such time as it is rescinded or superseded.

PASSED, APPROVED and ADOPTED this 17<sup>th</sup> day of April 2018.

YUCAIPA VALLEY WATER DISTRICT

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Jay Bogh, President Board of Directors

ATTEST:

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Joseph B. Zoba, General Manager

**RESOLUTION NO. 2015-05**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN GORGONIO PASS WATER AGENCY  
TO ADOPT FACILITY CAPACITY FEES FOR  
FACILITIES AND WATER**

WHEREAS, the San Gorgonio Pass Water Agency (SGPWA) is a public agency formed and existing pursuant to Article 101 of the California Water Code Appendix (SGPWA Act) in 1961; and

WHEREAS, SGPWA entered into a contract with the California Department of Water Resources (DWR) in 1962 for a Table A amount of water capacity in the California State Water Project (SWP) which is currently 17,300 acre feet per year (AFY) to bring supplemental water to the SGPWA service area; and

WHEREAS, there is a need to meet future increasing demands for SGPWA supplemental water to the SGPWA service area which will require additional water facilities to be constructed to distribute water and to acquire additional water rights to meet future increasing demands; and

WHEREAS, the Board of Directors finds and determines that the present existing water importation, production, transportation, delivery facilities and water supplies are inadequate to meet anticipated demand; and

WHEREAS, Section 101 – 27.1(a) of the SGPWA Act authorizes SGPWA to impose a facility capacity fee, which is in the nature of a connection fee, for the right to make a new retail connection to the water distribution system of any retail water distributor that is located within the boundaries of the SGPWA and that obtains all or any portion of its water supplies from SGPWA; and

WHEREAS, Section 101- 27.1(c) also provides the facility capacity fee referred to in subdivision (a) shall be adopted, established, and imposed only following a public hearing and in accordance with the requirements set forth in Chapter 5 (commencing with Section 66000 of Division 1 of Title 7 of the Government Code as it now exists or may hereafter be amended; and

WHEREAS, the Facility Capacity Fee as set forth in the SGPWA Act, Sections 101 – 27.1 (a) through (i) will assist SGPWA to fund (1) the purchase of capacity in existing pipeline systems owned by other public agencies; (2) and additional basin recharge project for underground water storage in the Beaumont groundwater basin, including land purchases associated with such basin activity; and (3) the purchase of new water and/or water rights and entitlements to meet future water demand; and

WHEREAS, pursuant to Section 101 – 27.1 of the SGPWA Act, SGPWA has prepared a Capacity Fee Study (Study) to support the need for additional water facilities and new water and/or water rights in that the existing facilities are not adequate to meet the future increasing water needs in the SGPWA service area; and

WHEREAS, the Study meets the requirements of Section 101 – 27.1 and Government Code Section 66013 to ensure that the Facility Capacity Fee does not exceed the estimated reasonable cost of providing the service for which the fee is imposed and provides a clear and concise document that will serve as the basis for the proposed fee levels; and

WHEREAS, SGPWA has provided all of the notices prior to and conducted a public hearing on July 27, 2015 required by Section 101 – 27.1 (c) of the Agency Act; and

WHEREAS, SGPWA after close of the hearing considered the Study, and proposed Findings.

NOW THEREFORE BE IT HEREBY RESOLVED

1. The matters set forth in the recitals to this Resolution are true and correct statements and are made findings and determinations of the Board of Directors.
2. That the Findings as set forth on Attachment 1 concerning the Study are hereby adopted.
3. The Board of Directors finds that the Facility Capacity Fees as defined in the Study and the Findings are for the purpose of obtaining funds for capital projects necessary to maintain service within SGPWA as set forth in this Resolution and, therefore, the establishment of such fees is not subject to the California Environmental Quality Act.
4. That the Study is hereby approved.
5. That the Facility Capacity Fees as set forth in the Study and on Attachment 2 hereof are hereby adopted and shall take effect immediately.
6. The General Manager is authorized to contract with the counties in which it is located and with the cities within the SGPWA for the collection of the Facility Capacity Fee along with building permit fees or other fees related to the improvement of property, or may contract for collection of the Facility Capacity Fees by the water retail distributors (SGPWA Act 101 – 27.1 (f)).
7. The Facility Capacity Fee component shall be automatically adjusted without further action of the Board effective on July 1st of each year, beginning July 1, 2016, by a percentage equal to the change in Construction Cost Index for Los Angeles as published by Engineering News Record for the preceding twelve months as set forth in the Study.
8. The Facility Fee component of the facility capacity fee shall be reviewed periodically as determined by the General Manager to determine if changes are needed and reasonable in unit prices, facility requirements, and water demands and demographics in order to ensure that Facility Fee cost allocations are reasonable and that collections over time will fund the required facilities.
9. The Water Capacity Fee component shall be reviewed annually in the month of July, commencing July 1, 2016 to adjust the Water Capacity Fee by a reasonable percentage based on the cost of actual water purchases, an updated water rights appraisal or comparisons of recent

purchases of additional water rights by statewide municipalities and special districts over the preceding twelve months.

10. The General Manager is further authorized to take any and all other actions to implement and carry out this resolution.

11. All resolutions or administrative actions by the Board of Directors, or parts thereof that are inconsistent with any provision of this Resolution are hereby superseded only by this Resolution to the extent of such inconsistency.

12. If any section, subsection, clause, sentence, or phrase in this Resolution is for any reason held invalid, the validity of the remainder of this Resolution shall not be affected thereby. The Board hereby declares it would have passed this Resolution and each section, sentence, clause or phrase thereof, irrespective of the fact that all or more sections, subsections, clauses, sentences, or phrase are held invalid.

13. The Resolution shall take effect immediately.

AYES:

NOES:

DATE: July 27, 2015

SAN GORGONIO PASS WATER AGENCY

By \_\_\_\_\_  
Secretary of the Board of Directors

## Sample Methodology to Calculate the Supplemental Water Facility Capacity Charge

### Assumptions:

- One Domestic Use Factor (1.0 DUF) = 10 kgal/monthly billing period
  - *Estimated Annual Drinking Water Demand = 120 kgal per year*
  - *Estimated Daily Drinking Water Demand of 330 gpd/EDU*
- 0% Interest
- 49.0% State Water Project Reliability Factor - Ten-Year Rolling Average
  - *2017 State Water Project Allocation on September 30 - 85% (DWR Notice 17-05)*
  - *2016 State Water Project Allocation on September 30 - 60% (DWR Notice 16-06)*
  - *2015 State Water Project Allocation on September 30 - 20% (DWR Notice 15-03)*
  - *2014 State Water Project Allocation on September 30 - 20% (DWR Notice 14-08)*
  - *2013 State Water Project Allocation on September 30 - 35% (DWR Notice 13-09)*
  - *2012 State Water Project Allocation on September 30 - 65% (DWR Notice 12-09)*
  - *2011 State Water Project Allocation on September 30 - 80% (DWR Notice 11-06)*
  - *2010 State Water Project Allocation on September 30 - 50% (DWR Notice 10-11)*
  - *2009 State Water Project Allocation on September 30 - 40% (DWR Notice 09-07)*
  - *2008 State Water Project Allocation on September 30 - 35% (DWR Notice 08-03)*
- \$6,231/Acre Foot Permanent Water Right Estimate
  - *Most Recent San Geronio Pass Permanent Water Right Purchase Estimate*

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### Calculation:

$$120 \text{ kgal} \times \frac{1,000 \text{ gal}}{1 \text{ kgal}} \times \frac{0.000003069 \text{ AF}}{\text{gallon}} \times \frac{\$6,231}{\text{Acre Foot}} \times \frac{1}{0.490 \text{ Reliability}} = \underline{\underline{\$4,683/EDU}}$$





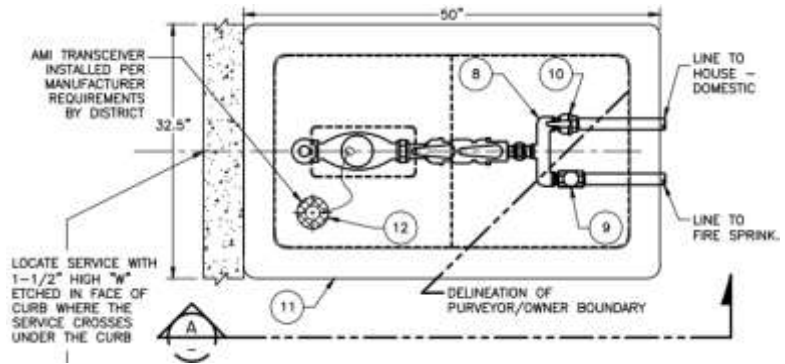
**Date:** April 10, 2018

**From:** Joseph Zoba, General Manager

**Subject:** Discussion Regarding Draft Resolution No. 2018-xx Updating the Water Meter Installation Fees for Drinking Water and Recycled Water and Identifying the Use of 50" Water Meter Boxes for Drinking Water and Recycled Water Infrastructure

At the board meeting on March 6, 2018, the Board of Directors continued the discussion about the use and implementation of 50" water meter boxes. The District staff has been in communication with the Building Industry Association and provided information attached to this memorandum.

At several recent workshop meetings, the Board of Directors discussed the installation of the 50" long water meter boxes for new development. These larger water meter boxes are useful to protect the Advance Meter Infrastructure (AMI) equipment as well as provide ample space to meet the fire sprinkler requirements for new construction.



YVWD standard meter boxes for dual-plumbed communities.



YVWD meter box without a sidewalk for a large-lot, rural application.

## RESOLUTION NO 2018-xx

### A RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT UPDATING THE WATER METER INSTALLATION FEES FOR DRINKING WATER AND RECYCLED WATER AND IDENTIFYING THE USE OF 50” WATER METER BOXES FOR DRINKING WATER AND RECYCLED WATER INFRASTRUCTURE

WHEREAS, the Yucaipa Valley Water District (the “District”) has updated the cost for installing drinking water and recycled water meters based on a cost evaluation associated with providing this service; and

WHEREAS, the District has updated the water meter service standards and individual parts list to address residential fire sprinkler requirements, dual-plumbed backflow protection, and automated meter infrastructure technology; and

WHEREAS, the District staff has presented the cost information and options for cost recovery at publicly noticed meetings and workshops; and

WHEREAS, the District desires to implement the use of 50” water meter boxes for the protection of drinking water and recycled water infrastructure.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District that the following Guidelines are hereby adopted:

1. Drinking Water and Recycled Water Meter Installation Charge. The cost associated with the installation of water meters shall be as follows:

Classification of Water Meter Installation	Water Meter Installation Fee
¾” Drinking Water Meter Installation	\$490
¾” Recycled Water Meter Installation	\$490
1” Recycled Water Meter Installation	\$560
1” Drinking Water Meter Installation with Fire Sprinklers	\$860
1” Drinking Water Meter Installation with Fire Sprinklers at a Dual-Plumbed Residential Dwelling	\$1,030

The Water Meter Installation Fee shall be paid prior to scheduling the installation of the water meter.

2. Larger Drinking Water and Recycled Water Meter Installation Charge. The charge for the installation of a larger water meter and/or a water meter classification not provided above shall be the actual cost of all labor, material, and equipment charges, plus employee benefits,

overhead, and administrative surcharges pursuant to the latest District resolution. A deposit of the estimated water meter installation cost shall be paid prior to scheduling the work. Any variance from the estimated water meter installation cost shall be remedied by District staff and the customer within 30 days following the activation of the water meter. Typical delinquent charges shall apply for unpaid amounts owed to the District.

3. Requirements for the Installation of a 50” Water Meter Box. The Yucaipa Valley Water District has adopted standard drawings and specifications related to the use of a 50” water meter box to protect the infrastructure necessary to provide drinking water and recycled water service to our customers. The following conditions will require the installation of a 50” water meter box for drinking water and recycled water applications:

- A. All new residential developments required to install curb, gutters and sidewalks.
  - i. Residential developments consisting of four (4) or less dwelling units on individual parcels will be provided an opportunity to purchase a 50” water meter box from the District inventory as provided below:

50” Water Meter Box	\$195.83
Solid Cover for Half of Box	\$109.86
AMI Preparation and Reading Lid Cutout	\$122.06
Reading Lid Insert	<u>\$ 16.00</u>
<b>Total</b>	<b>\$443.75</b>
<b>Rounded</b>	<b>\$445.00</b>

The 50” water meter box will be available for pickup from the District office by the property owner and does not include the cost of water meter related appurtenances.

- B. All non-residential development, including but not limited to commercial, institutional, and industrial projects.
- C. All installations of recycled water meters and related infrastructure.
- D. Replacements of existing drinking water or recycled water service pipelines when they exist in a sidewalk. If a sidewalk does not exist, written authorization is required from the property owner prior to the installation of a 50” water meter box at the time of service line replacement. Without prior written authorization, a meter box that matches the existing meter box will be reinstalled.

3. Effective Date. Previous resolutions regarding water meter installation charges are hereby superseded and replaced by the applicable sections identified above. This Resolution shall be effective immediately and shall remain in effect until it is rescinded or superseded.

PASSED, APPROVED and ADOPTED this 17<sup>th</sup> day of April 2018.

YUCAIPA VALLEY WATER DISTRICT

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Jay Bogh, President Board of Directors

ATTEST:

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Joseph B. Zoba, General Manager

## Joseph Zoba

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**From:** Joseph Zoba  
**Sent:** Thursday, March 22, 2018 10:51 AM  
**To:** David Dazlich  
**Cc:** Matthew Porras; Kathryn Hallberg; Allison Edmisten; Carlos Rodriguez; Jonathan Weldy; John Ohanian  
**Subject:** Requested Meter Box Information  
**Attachments:** 18-040 Large Meter Boxes - Resolution 2018-12.pdf

David – The District has been modeling our dual-plumbed homes after residential developments in the El Dorado Hills area. During our visits to El Dorado Irrigation District, we noticed that a total of five meter boxes were used for recycled water (3 boxes) and drinking water (2 boxes). We believe we can reduce the five meter boxes shown below to a total of four, but it may limit our operational capabilities.



Figure 1 - El Dorado Irrigation District Dual-Plumbed Installation

Based on the example from El Dorado Irrigation District, we set out to develop a standard that would: (1) improve the aesthetics of the meter boxes and remove them from front yards; (2) make the meter boxes more operationally functional; and (3) provide security for the advanced water meter infrastructure and backflow devices.

Our newest standard involves the installation of larger meter boxes to be installed in the sidewalk as shown below. This new standard accomplished the goals stated above. Note - we have eliminated the purple color of the meter box, so the picture on the right is not typical of future water meter box color requirements.



Figure 2 - YVWD Standard Meter Boxes for Dual-Plumbed Communities

Pursuant to your request, my staff compiled the cost of the meter boxes as provided below. One large meter box costs \$443.75/box and the smaller meter box costs \$145.85/box. To evaluate and compare the costs, a new, dual-plumbed home will need two large meter boxes [ $\$443.75 \times 2 = \$887.50$ ] or four smaller meter boxes (instead of five used in El Dorado) [ $\$145.85 \times 4 = \$583.40$ ]. Based on a typical home, the difference in cost to a home builder will be \$304.10 [ $\$887.50 - \$583.40 = \$304.10$ ] per home. This difference in cost does not include the additional plumbing parts and labor needed to install the appurtenances in the multiple, smaller water meter box installation.

We are encouraging home builders to locate the large recycled water meter box near a property line so it can be used to co-locate two recycled water meters for neighbors. The small water meter boxes are not big enough to house two water meters. Where a recycled water meter box can be used for co-location of two recycled water meters, a new, dual-plumbed home will need 1.5 large meter boxes [ $\$443.75 \times 1.5 = \$665.63$ ] or four smaller meter boxes [ $\$145.85 \times 4 = \$583.40$ ]. Based on a typical home, the difference in cost to a home builder will be \$304.10 [ $\$665.63 - \$583.40 = \$82.23$ ] per home. This difference in cost does not include the additional plumbing parts and labor needed to install the appurtenances in the multiple, smaller water meter box installation.

In summary, the material costs for the larger water meter boxes will be more than the smaller meter boxes. However, the benefits for using the larger meter boxes are that: (1) the drinking water appurtenances, recycled water appurtenances, and advanced meter infrastructure will be more secure; (2) uneven sidewalk surfaces and gaps between two smaller meter boxes are eliminated; (3) the District will not need to saw cut the sidewalks in the future for water meter service repairs; and (4) there will be sufficient room for annual inspections of water appurtenances.

I have attached a copy of the most recent board meeting memorandum for your review.

I would appreciate your comments or suggestions prior to bringing this item back to the board for consideration.

Take care,

Joe

PS – We are also working on an accessory dwelling unit policy that will be discussed at future board workshops. Let me know if you are interested in reviewing this policy as it is developed, or if you have a template from other water districts that you would recommend we use.

Joseph Zoba, General Manager  
Yucaipa Valley Water District  
Phone: (909) 797-5119  
Email: jzoba@yvwd.dst.ca.us

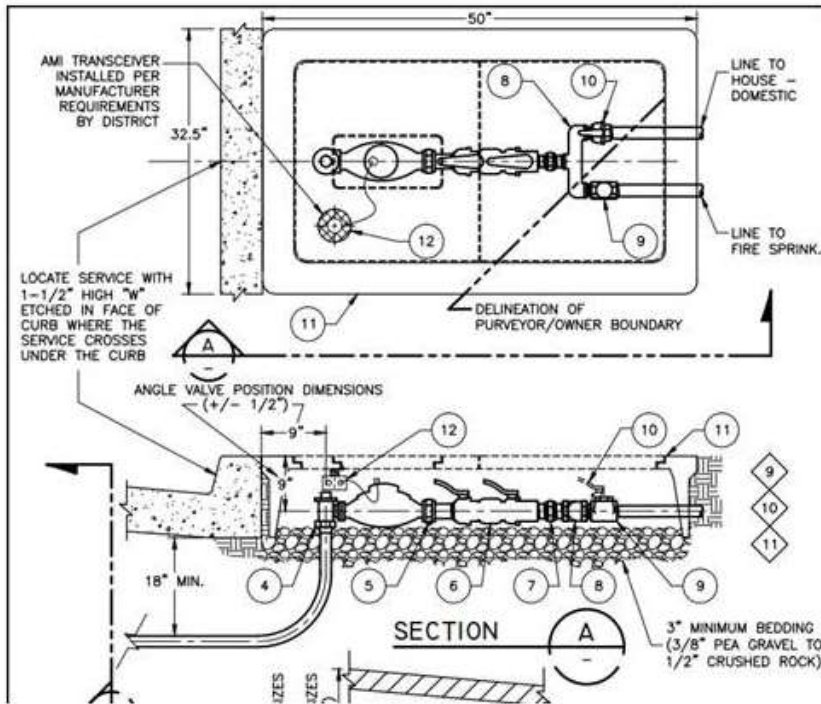
**From:** Matthew Porras

**Sent:** Wednesday, March 21, 2018 9:48 AM

**To:** Joseph Zoba <jzoba@yvwd.us>

**Subject:** Meter Box Info

The W-4 Spec for new dual plumbed residence:



The Large Box is currently priced at \$400.38 with bulk pricing. (see below)



13230 Saticoy Street, North Hollywood, CA 91605  
 Phone: (818) 982-3600 Fax: (818) 982-7742  
 email: info@armorcastprod.com www.armorcastprod.com

DATE	03/02/2018
QUOTATION NO.	0153715R

**QUOTATION**

**QUOTED TO:**  
 00-YVW00  
 YUCAIPA VALLEY WATER DISTRICT  
 Confirm To: MATT PORRAS  
 Email: MPORRAS@YVWD.DIST.CA.US  
 Telephone: Ext  
 Fax:

**SHIP TO:**  
 YUCAIPA VALLEY WATER DISTRICT  
 YUCAIPA, CA  
 Job Name: YUCAIPA VALLEY WATER DISTRICT  
 Bid Date:

Line #	Quantity	Armorcast Part #	Product Description	Unit Price	U/M	Extension
1	200	A6001430PCX12	30"x48"x12" RPM Box Only WITH MOUSE HOLES BOLTDOWN	176.69	EACH	35,338.00
2	200	A6001470	30"x48"x3" RPM Cover (2 Req'd) Load: 10K Boltholes: HEX Logo: WATER	99.13	EACH	19,826.00
3	200	A6001470DZ-H7	30"x48"x3" RPM Cover with 9"x14" Cavity With Touch Read Hole (2 Covers Required Per Box) Load: 10K Boltdown: HEX Logo: None	109.04	EACH	21,808.00
4	200	A6000482	9"x14" RPM Drop-In Read Lid Load: Ped Boltholes: No Logo: WATER	15.52	EACH	3,104.00
5	45	A6001866-H7	13"x24"x2" RPM Cover With Touch Read Hole Load: Ped Boltholes: No Logo: WATER	54.91	EACH	2,470.95
6	45	A6001946PCX12	13"x24"x12" RPM Box WITH MOUSE HOLES	69.48	EACH	3,126.60
7	200	A6000482-H7	9"x14" RPM Drop-In Read Lid With Touch Read Hole Load: Ped Boltholes: No Logo: WATER	17.24	EACH	3,448.00

**Complete  
 Large Box  
 = \$400.38**

To fit the contents of the W-4, two of the Medium Boxes will be needed. (see below) Totalling \$291.70 for two Medium Boxes with bulk pricing.





**ARMORCAST PRODUCTS COMPANY, INC.**

Page 2 of 2

13230 Saticoy Street, North Hollywood, CA 91605  
 Phone: (818) 982-3600 Fax: (818) 982-7742  
 email: info@armorcastprod.com www.armorcastprod.com

DATE	03/02/2018
QUOTATION NO.	0153718R

**QUOTATION**

**QUOTED TO:**  
 00-YVW00  
 YUCAIPA VALLEY WATER DISTRICT  
 Confirm To: MATT PORRAS  
 Email: MPORRAS@YVWD.DIST.CA.US  
 Telephone: Ext:  
 Fax:

**SHIP TO:**  
 YUCAIPA VALLEY WATER DISTRICT  
 YUCAIPA, CA  
 Job Name: YUCAIPA VALLEY WATER DISTRICT  
 Bid Date:

Line #	Quantity	Armorcast Part #	Product Description	Unit Price	UM	Extension
8	200	A6001643-H7	17"x30"x2" RPM Cover With Touch Read Hole Load Ped Boltholes: No Logo: WATER	64.00	EACH	12,800.00
9	200	A6001640PCX12	17"x30"x12" RPM Box WITH MOUSE HOLES	81.85	EACH	16,370.00
			<b>Complete Medium Box = 145.85</b>			
<b>Note: Two Medium Boxes will be needed to fit W-4</b>						

**Summary:** The cost to purchase two medium boxes is \$152.05 less then one Large Box shown in the table below. The lay-length will need to be adjusted if two boxes are used due to the interior walls of the boxes. Additional parts will be required to separate the meter in one box and the backflow and u-branch in another.

**2018 Pricing**

Large Box	\$195.83
Solid Cover (Half)	\$109.86
AMI Hole and Reading lid (Half)	\$122.06
Reading Lid	\$16.00
<b>Total Cost</b>	<b>\$443.75</b>

Medium Box	\$81.85
Cover with AMI Hole	\$64.00
<b>Subtotal</b>	<b>\$145.85</b>

Two Needed with W-  
4 \$291.70

Difference of cost      \$152.05

I hope this helps,

**Matthew M. Porras, Management Analyst**  
Yucaipa Valley Water District  
12770 Second Street  
Yucaipa, California 92399  
Phone: (909) 790-3300  
Email: [mporras@vwd.dst.ca.us](mailto:mporras@vwd.dst.ca.us)

# Development Projects



Yucaipa Valley Water District



**Date:** April 10, 2018  
**From:** Matthew Porras, Management Analyst  
**Subject:** Overview of a Proposed Development Agreement with Nassif Gobrial for Property Located at 12278 5<sup>th</sup> Street, Yucaipa

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District staff shared the attached agreement with Mr. Nassif Gobrial as directed with the concepts discussed in the Board Workshop on March 13, 2018 [Workshop Memorandum No. 18-091]. In a discussion with Mr. Gobrial, he requested the District consider adding the installation of a single drinking water service as a part of the agreement.

Background

The Yucaipa Valley Water District currently provides Drinking Water service and Sanitary Sewer service to the property APN 318-142-30 at 12278 5<sup>th</sup> Street in Yucaipa. The addition of a single water service and sewer lateral has been requested by the Property Owner. Upon investigation of the property, District staff identified that Residence B [see figure below] is connected to a septic system. The connection to a septic system at Residence B contradicts District billing records. This parcel has been incorrectly billed for two units of sewer when only Residence A [see figure below] is connected to sewer and Residence B is actually connected to a septic system.



The overbilled amount totals \$8,107.53 which is a sum of the various monthly fees collected from September 1990 through March 2018. [Attached]

In the table below, the billing credit [\$8107.53] is compared with cost estimates for the related fees and installation of Sanitary Sewer and Drinking Water service. Also included in the table below, is the bill credit [\$509.16] that would be due pursuant to District Ordinance 48-1998 which is a sum of 12 months at the current monthly fee for sewer service.

The Sewer Improvements estimated at \$32,217 includes the disconnection of the existing septic system and connection from Residence B to available sewer through the construction of a sewer lateral line.

The Drinking Water Service estimated at \$3,200 includes the installation of a water service line that is connected to the existing mainline in 5<sup>th</sup> Street and terminating with a meter set behind curb. The customer is requesting the District pay for the installation of the service line connecting the meter set to Residence B.

Billing Credit	Sewer Improvements (Cost Estimate)	Drinking Water Service (Cost Estimate)	Bill Credit Ordinance 48-1998
<b>\$8,107.53</b>	\$32,217	\$3,200	\$509.16

**Options for Consideration**

1. **Bill Credit Only:** Credit the property owner in compliance with Ordinance 48-1998.  
Financial Consideration: \$509.16
2. **Bill Credit and Sewer Service:** Credit the property owner in compliance with Ordinance 48-1998 and sewer service.  
Financial Consideration: \$32,726.16
3. **Bill Credit, Sewer Service, and Drinking Water Service:** Credit the property owner in compliance with Ordinance 48-1998, provide sewer service and drinking water service.  
Financial Consideration: \$35,926.16

District staff has included these options for consideration, items that can be combined to formulate other options for covering the billing offset.

As stated in the Agreement Update (pg.1), the property owner has requested the consideration of Option 3 as outlined above.

**Excerpt from Ordinance 48-1998**

11.15 Upon Vacating Premises: Customers desiring to discontinue service should so notify the District two (2) days prior to vacating the premises. Unless discontinuance of service is ordered, the customer shall be liable for ongoing charges whether or not any water is used, up until time of requested discontinuance of service.

11.16 Turn-On and Turn-Off Service: No charge shall be made for a turn-on or turn-off service at the meter, either for emergency purposes or at the request of the customer for maintenance. The General Manager shall, upon request day or night, and without charge, shut off the supply of water for emergency purposes at the curb cock.

11.17 Billing Errors: When any refund or additional charge becomes due and owing by virtue of any error made in ascertaining the charge(s) applicable to any Customer, the General Manager is authorized to correct the error by providing an appropriate refund or assessing an additional charge. If the District determines that a refund is due to a customer, the District shall calculate the refund based on the correction of the error. The District will then credit the customer's account reflecting the corrected amount for the actual period of time that the error existed which shall not exceed a time period of more than the prior twelve (12) months. If the District determines that an additional charge is required, the District shall calculate the charge based on the correction of the error. The District will

then charge the customer the corrected amount for the actual period of time that the error existed which shall not exceed a time period of more than the prior twelve (12) months. In either case, the billing error will be corrected and accurate regular billing will be resumed.

## SECTION 12. COMPLAINTS AND DISPUTED BILLS

12.01 Right to Meet: Should a customer have a complaint with regard to water service, the District rules, regulations, resolutions, ordinances, or dispute the accuracy of a bill for water service or other charges, for any reason whatsoever, the customer has the right to meet with the General Manager or his designee to discuss the dispute and present any evidence the customer has to support their position.

12.02 Arrangement of Meeting: To arrange such a meeting the customer shall contact the District office, either in writing or by telephone during normal business hours as may be set by the Board.

12.03 Presentation of Evidence: The customer may be accompanied by a friend, attorney or other representative to meet with the General Manager or his designee and may present any evidence they may have to support their position.

12.04 Unresolved Disputes: If the customer is unable to resolve his dispute with the General Manager or his designee, he

<b>Billing History APN: 318-142-30</b>						
September 1990 - June 1992	22 months	@	\$6.50	=	\$143.00	
July 1992 - September 1993	15 months	@	\$11.00	=	\$165.00	
October 1993 - June 1994	9 months	@	\$12.55	=	\$112.95	
July 1994 - July 2001	85 months	@	\$14.05	=	\$1,194.25	
August 2001 - December 2002	17 months	@	\$15.25	=	\$259.25	
January - 2003 - May 2005	29 months	@	\$16.35	=	\$474.15	
June 2005 - August 2005	3 months	@	\$23.44	=	\$70.32	
September 2005 - December 2005	4 months	@	\$24.32	=	\$97.28	
January 2006 - February 2006	2 months	@	\$25.20	=	\$50.40	
March 2006 - May 2006	3 months	@	\$26.08	=	\$78.24	
June 2006 - August 2006	3 months	@	\$26.98	=	\$80.94	
September 2006 - December 2006	4 months	@	\$27.85	=	\$111.40	
January 2007 - February 2007	2 months	@	\$28.73	=	\$57.46	
March 2007 - May 2007	3 months	@	\$29.61	=	\$88.83	
June 2007 - August 2007	3 months	@	\$30.49	=	\$91.47	
September 2007 - December 2007	4 months	@	\$31.37	=	\$125.48	
January 2008 - February 2008	2 months	@	\$32.25	=	\$64.50	
March 2008 - May 2008	3 months	@	\$33.14	=	\$99.42	
June 2008 - August 2008	3 months	@	\$34.02	=	\$102.06	
September 2008 - December 2008	4 months	@	\$34.90	=	\$139.60	
January 2009 - February 2009	2 months	@	\$35.78	=	\$71.56	
March 2009 - May 2009	3 months	@	\$36.66	=	\$109.98	
June 2009 - August 2009	3 months	@	\$37.54	=	\$112.62	
September 2009 - December 2009	4 months	@	\$38.43	=	\$153.72	
January 2010 - February 2010	2 months	@	\$37.97	=	\$75.94	
March 2010 - August 2011	18 months	@	\$38.43	=	\$691.74	
September 2011 - June 2012	10 months	@	\$39.43	=	\$394.30	
July 2012 - June 2013	12 months	@	\$40.43	=	\$485.16	
July 2013 - June 2014	12 months	@	\$41.43	=	\$497.16	
July 2014 - March 2018	45 months	@	\$42.43	=	\$1,909.35	
						<b>\$8,107.53</b>





"A General Engineering Contractor"

244 Maple ave. Suite T  
Beaumont, Ca. 92223

**PROPOSAL**

License # 781050  
Dir-1000001552

Job Location: 12278 5th street  
Yucaipa

Name: Yucaipa Valley Water District  
Attn: Ryan Janish  
[rjanisch@vwwd.dst.ca.us](mailto:rjanisch@vwwd.dst.ca.us)

Date: 3/12/2018

**(PROPOSAL GOOD FOR 30 DAYS)**

This proposal includes Labor, Equipment, and Materials to complete project as listed below:

Remove existing Clean Out	1	ea
Install 8" 22 Bend Clay	1	ea
Install 8 " clay sewer pipe	30	lf
Install new Manhole	1	ea
Install House Lateral ABS	120	lf
Tie into existing sewer lateral	1	ea
Abandon Septic Tank ( sand Fill)	1	ea
Pour Manhole ring with 2 bollards	1	ea
Mobilization	1	ea

**( PREVALING WAGE )**

All work to be completed for the sum of : **\$ 32,217.00**

Any work , Alterations, Deviations from this proposal involving extra work will be done on a written change order and will become part of this contract.

Respectfully submitted,  
**Charlie Whalen** Estimator

**Accepted and Authorized by:**

\_\_\_\_\_  
(Signature & Date Title)

\_\_\_\_\_  
( Print)

**244 MAPLE AVE., STE T BEAUMONT, CA. 92223  
PHONE (951) 769-0647 FAX (951) 769-7137**



"A General Engineering Contractor"

244 Maple ave. Suite T  
Beaumont, Ca. 92223

License # 781050  
Dir-1000001552

### Comments-Exclusions-Notes

**Excludes:** Traffic Control Plan  
Permeant Paving unless listed on proposal  
Performance Bonds  
Prevailing Wage unless listed on proposal  
Survey/Engineering/ Compaction Tests or Reports  
Grading unless listed on proposal  
Camera unless listed on proposal  
Pump Septic Tank  
Abandon existing Cesspool or leach lines  
Landscape or Sprinkler repairs

**Rock Clause:** If unable to Excavate a minimum of 50lf x 6' Deep per hour using a DL300 excavator, TBU will STOP EXCAVATION and get with Developer and agree to a time and Material price prior to return to excavation.

**NOTE:** ANY ADDITIONAL WORK MUST BE APPROVED IN WRITING PRIOR TO TBU START.

Acceptance of this bid proposal accepts these limits and requirements regardless of Owner requirements.  
This proposal and all Terms and conditions shall become a part of any Contract  
TBU enters into with any sole proprotor or Corporation and shall become a legal binding part.

Page 2of 2

244 MAPLE AVE., STE T BEAUMONT, CA. 92223  
PHONE (951) 769-0647 FAX (951) 769-7137

YVWD AGREEMENT NO. 2018-\_\_

**AGREEMENT TO PROVIDE WATER AND SEWER FACILITIES  
TO THE PRIVATE PARCEL 318-142-30  
SITE ADDRESS: 12278 5<sup>TH</sup> STREET, YUCAIPA, CA**

This Agreement is made and effective this 17<sup>th</sup> day of April 2018, by and between the YUCAIPA VALLEY WATER DISTRICT, a public agency ("DISTRICT") and NASSIF GOBRIAL, ("PROPERTY OWNER"). Each is sometimes referred to herein as a "Party" and jointly as the "Parties".

Contact information for the parties is as follows:

**DISTRICT:**  
Yucaipa Valley Water District  
12770 Second Street  
Post Office Box 730  
Yucaipa, California 92399-0730  
Attn: Joseph B. Zoba, General Manager  
Telephone: (909) 797-5119  
Facsimile (909) 797-6381

**PROPERTY OWNER:**  
Nassif Gobrial  
  
Post Office Box 1456  
Santa Monica, California 90406  
Attn: Nassif Gobrial  
Telephone: (310) 428 7946

PROJECT OVERVIEW

This project involves the addition of one water service line, one water meter, and one sewer lateral to be installed at the site address of 12278 5<sup>th</sup> Street which has two existing homes on one parcel. The property is located on 5<sup>th</sup> Street approximately 1,200 feet south of Yucaipa Boulevard in Yucaipa, California.

The Yucaipa Valley Water District currently provides drinking water service and sewer service to the property. The addition of a single water service and sewer lateral has been requested by the Property Owner. In the attached figure, the possible new service connections are shown, and Residence A and B are identified for clarity.

The District's records indicate that the onsite septic system has been abandoned for Residence B which contradicts a recent inspection of the property which positively identifies a connection of Residence B to a septic tank. Additionally, the fees for two units of sewer have been collected from this owner since September 1990.



The District is committed to correcting the billing error identified and assisting the Property Owner in fulfilling their request of having two water meters and two sewer laterals to allow separate billing for each of the two houses in the future. The billing error has been calculated to a sum of \$8,107.53, which spans the timeframe of September 1990 to March 2018 and thirty different sewer fees as calculated in Table 1.



### AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the PROPERTY OWNER and the DISTRICT agree as follows:

1. Drinking Water Fees, Charges, Costs and Expenses. The DISTRICT is prepared to install the requested ¾" drinking water service and ¾" water meter at the cost and request of the Property Owner. The drinking water service will terminate at the new water meter, behind the curb face. Additional onsite plumbing to make the connection to the residence shall be the responsibility of the PROPERTY OWNER. The estimated fees of installation of the ¾" water service is summarized in the development cash receipt, sub-totaled in the amount of \$3,200.
2. Sewer Fees, Charges, Costs and Expenses. The DISTRICT will be responsible for the cost associated with the installation of the sewer lateral that will connect the existing sewer to Residence B as well as the cost to abandon the existing septic tank. The estimated fees of the expansion and installation of the sewer lateral is summarized in the development cash receipt, sub-totaled in the amount of \$32,271. This amount of \$32,271 will be waived by the District as a result of the billing error stated in the project overview.
3. Other Fees, Charges, Costs and Expenses. The DISTRICT has prepared an estimate of fee credits for one year of sewer connection fees previously paid by the PROPERTY OWNER. The amount due to the Property Owner is one year (12 Months) of the current sewer fee (\$42.43) totaling \$509.16. The retroactive fees are due payable to the customer pursuant to Ordinance 48-1998 Section 11.17 which states:

*Billing Errors: When any refund or additional charge becomes due and owing by virtue of any error made in ascertaining the charge(s) applicable to any Customer, the General Manager is authorized to correct the error by providing an appropriate refund or assessing an additional charge. If the District determines that a refund is due to a customer, the District shall calculate the refund based on the correction of the error. The District will then credit the customer's account reflecting the corrected amount for the actual period of time that the error existed which shall not exceed a time period of more than the prior twelve (12) months. If the District determines that an additional charge is required, the District shall calculate the charge based on the correction of the error. The District will then charge the customer the corrected amount for the actual period of time that the error existed which shall not exceed a time period of more than the prior twelve (12) months. In either case, the billing error will be corrected, and accurate regular billing will be resumed.*

4. Release of Claims. For good and valuable consideration, receipt of which is hereby acknowledged by the Property Owner, the Property Owner hereby releases and forever discharges the District, and its officials, officers, employees, agents from any and all claims of any and every kind, nature and character, known or unknown, suspected or unsuspected, arising out of or in any way related to the transaction and dispute referenced above and that such release is made on behalf of the Property Owner, its assigns, successors, representatives, sales representatives, employees, and agents pursuant to this agreement.

- 5. Waiver of Section 1542 of the Civil Code. The Property Owner understands and agrees that he hereby waives the provisions of Section 1542 of the California Civil Code which reads as follows:

*A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor.*

IN WITNESS WHEREOF, the parties have executed is Agreement to be effective on the day and year first above written.

YUCAIPA VALLEY WATER DISTRICT

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

By: \_\_\_\_\_  
Jay Bogh, President

PROPERTY OWNER

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

By: \_\_\_\_\_  
Nassif Gobrial

**YUCAIPA VALLEY WATER DISTRICT  
DEVELOPMENT CASH RECEIPT**

DATE: March 1, 2018 RECEIVED FROM: ESTIMATE ONLY  
 SERVICE ADDRESS: 12278 5th Street  
 APN NUMBER: 318-142-30 NUMBER OF UNITS: 1  
 TRACT NUMBER: \_\_\_\_\_ LOTS: 1  
 CERTIFICATE OF COMPLIANCE NUMBER: \_\_\_\_\_ (v) Residential  Commercial \_\_\_\_\_ Irrigation \_\_\_\_\_  
 SEWER PERMIT #: \_\_\_\_\_ Industrial \_\_\_\_\_ Institutional \_\_\_\_\_

<u>WATER</u>	<u>EDUs/UNITS</u>	<u>COST(EACH)</u>	<u>TOTAL</u>	<u>CMMS #</u>
02-89901 ACQUISITION OF SERVICE - POTABLE*	_____ @ _____	= _____		
04-89901 ACQUISITION OF SERVICE - RECYCLED*	_____ @ _____	= _____		
02-89902 SBVMWD - WATER SUSTAINABILITY:	_____ @ _____	= _____		
02-89902 SGPWA - WATER SUSTAINABILITY:	_____ @ _____	= _____		
02-21003 SERVICE INSTALLATION DOWN PAYMENT	<u>1</u> @ <u>\$3,200.00</u>	= <u>\$3,200.00</u>		
DEPOSIT: 1" Service, 3/4" Meter	_____ @ _____	= _____		
04-41110 METER SET-IN:	_____ @ _____	= _____		
02-21003 FIRE HYDRANT INSTALL DEPOSIT:	_____ @ _____	= _____		
02-41112 FIRE FLOW TEST:	_____ @ _____	= _____		
02-21003 PLAN CHECK FEE DEPOSIT:	_____ @ _____	= _____		
02-21003 INSPECTION FEE DEPOSIT:	_____ @ _____	= _____		
02-21003 HOT TAP / TIE IN DEPOSIT	_____ @ _____	= _____		
	<b>WATER SUB-TOTAL:</b>	= <b>\$3,200.00</b>		

<u>SEWER</u>	<u>EDUs/UNITS</u>	<u>COST(EACH)</u>	<u>TOTAL</u>	<u>CMMS #</u>
03-89901 SEWER EXPANSION FEE-*	_____ @ _____	= _____		
03-41131 FRONT FOOTAGE:	_____ @ _____	= _____		
(AGREEMENT#: 2018- <del>XX</del> )				
02-21003 LATERAL INSTALLATION/ABANDON SEPTIC	<u>1</u> @ <u>\$32,271.00</u>	= <u>\$32,271.00</u>		
03-42122 INSPECTION / PERMIT FEE DEPOSIT	_____ @ _____	= _____		
02-21003 PLAN CHECK FEE DEPOSIT:	_____ @ _____	= _____		
02-21003 INSPECTION FEE DEPOSIT:	_____ @ _____	= _____		
AD #: _____	_____ @ _____	= _____		
<b>SEWER CREDIT</b>	<u>1</u> @ <u>-\$32,271.00</u>	= <u>-\$32,271.00</u>		
	<b>SEWER SUB-TOTAL:</b>	= _____		

<u>ACCOUNT ESTABLISHMENT FEE</u>	<u>LOTS</u>	<u>COST</u>	<u>TOTAL</u>
02-40016 Per Request of Customer - Separate Billing	<u>1</u> x <u>\$25.00</u>	= <u>\$25.00</u>	

**TOTAL RECEIVED / DUE: \$3,225.00**

RECEIPT NUMBER: \_\_\_\_\_ CHECK NUMBER: \_\_\_\_\_  
 RECEIVED BY: \_\_\_\_\_

**ESTIMATED MONTHLY MINIMUM SERVICE CHARGES (a)/(b)**

	<u>METER SIZE</u>	<u>UNITS</u>	<u>COST/MO.</u>
DOMESTIC WATER SERVICE CHARGE	<u>3/4-inch</u>	<u>1</u>	= <u>\$14.00</u>
IRRIGATION WATER SERVICE CHARGE	_____	_____	= _____
FIRE SERVICE STANDBY CHARGE	_____	_____	= _____
SEWER SERVICE CHARGE	<u>4-inch</u>	<u>1</u>	= <u>\$42.43</u>
<b>TOTAL MONTHLY MINIMUM BILLING:</b>			= <b><u>\$56.43</u></b>

\* THESE FEES ARE NON-REFUNDABLE (REVIEWED BY - Engineering \_\_\_\_\_ Accounting \_\_\_\_\_)

\* FEE IN EFFECT AT TIME OF BUILDING PERMIT SHALL APPLY

(a) MONTHLY MINIMUMS ARE BASED UPON FLAT FEES REGARDLESS OF CONSUMPTION. ACTUAL MONTHLY SERVICE CHARGES WILL INCLUDE CONSUMPTION AMOUNTS PURSUANT CURRENT DISTRICT RATES AT TIME OF BILLING.

(b) MONTHLY MINIMUMS MAY CHANGE BASED UPON CURRENT DISTRICT RESOLUTION IN EFFECT AT TIME OF BILLING

Table 1

Billing History APN: 318-142-30					
September 1990 - June 1992	22 months	@	\$6.50	=	\$143.00
July 1992 - September 1993	15 months	@	\$11.00	=	\$165.00
October 1993 - June 1994	9 months	@	\$12.55	=	\$112.95
July 1994 - July 2001	85 months	@	\$14.05	=	\$1,194.25
August 2001 - December 2002	17 months	@	\$15.25	=	\$259.25
January - 2003 - May 2005	29 months	@	\$16.35	=	\$474.15
June 2005 - August 2005	3 months	@	\$23.44	=	\$70.32
September 2005 - December 2005	4 months	@	\$24.32	=	\$97.28
January 2006 - February 2006	2 months	@	\$25.20	=	\$50.40
March 2006 - May 2006	3 months	@	\$26.08	=	\$78.24
June 2006 - August 2006	3 months	@	\$26.98	=	\$80.94
September 2006 - December 2006	4 months	@	\$27.85	=	\$111.40
January 2007 - February 2007	2 months	@	\$28.73	=	\$57.46
March 2007 - May 2007	3 months	@	\$29.61	=	\$88.83
June 2007 - August 2007	3 months	@	\$30.49	=	\$91.47
September 2007 - December 2007	4 months	@	\$31.37	=	\$125.48
January 2008 - February 2008	2 months	@	\$32.25	=	\$64.50
March 2008 - May 2008	3 months	@	\$33.14	=	\$99.42
June 2008 - August 2008	3 months	@	\$34.02	=	\$102.06
September 2008 - December 2008	4 months	@	\$34.90	=	\$139.60
January 2009 - February 2009	2 months	@	\$35.78	=	\$71.56
March 2009 - May 2009	3 months	@	\$36.66	=	\$109.98
June 2009 - August 2009	3 months	@	\$37.54	=	\$112.62
September 2009 - December 2009	4 months	@	\$38.43	=	\$153.72
January 2010 - February 2010	2 months	@	\$37.97	=	\$75.94
March 2010 - August 2011	18 months	@	\$38.43	=	\$691.74
September 2011 - June 2012	10 months	@	\$39.43	=	\$394.30
July 2012 - June 2013	12 months	@	\$40.43	=	\$485.16
July 2013 - June 2014	12 months	@	\$41.43	=	\$497.16
July 2014 - March 2018	45 months	@	\$42.43	=	\$1,909.35
					\$8,107.53



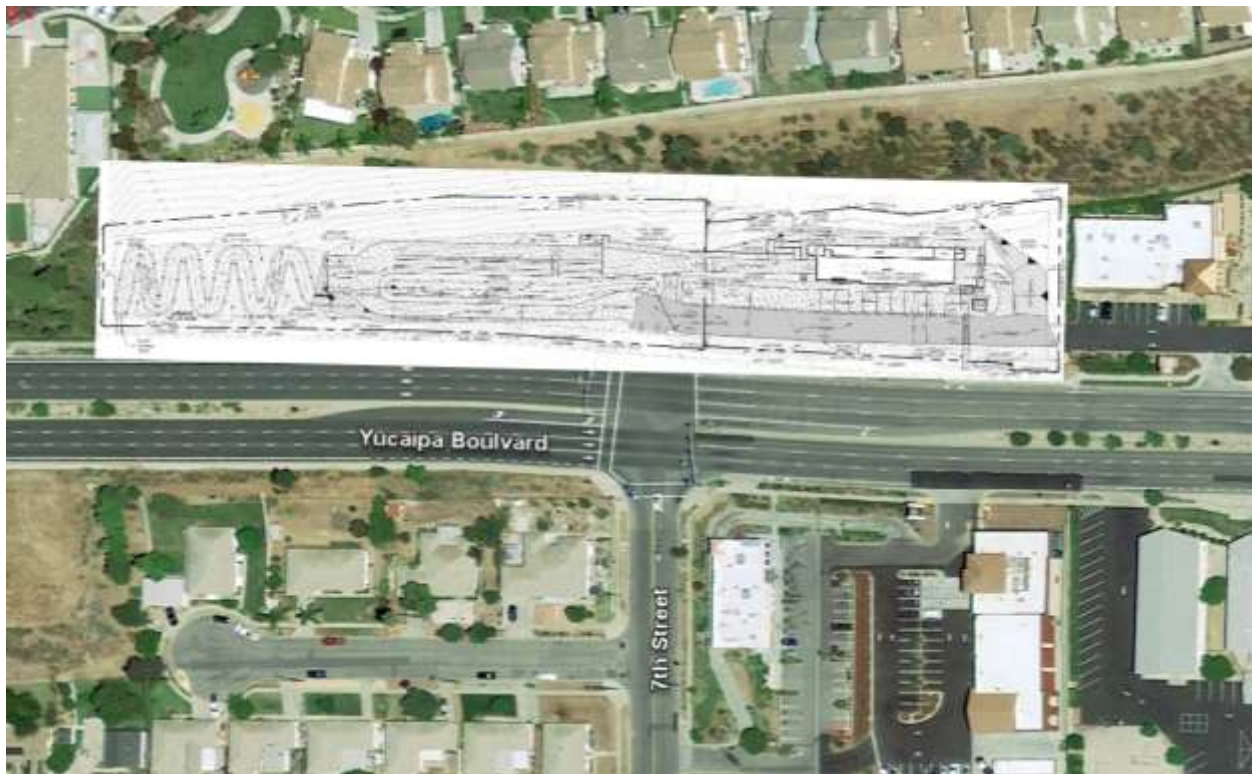


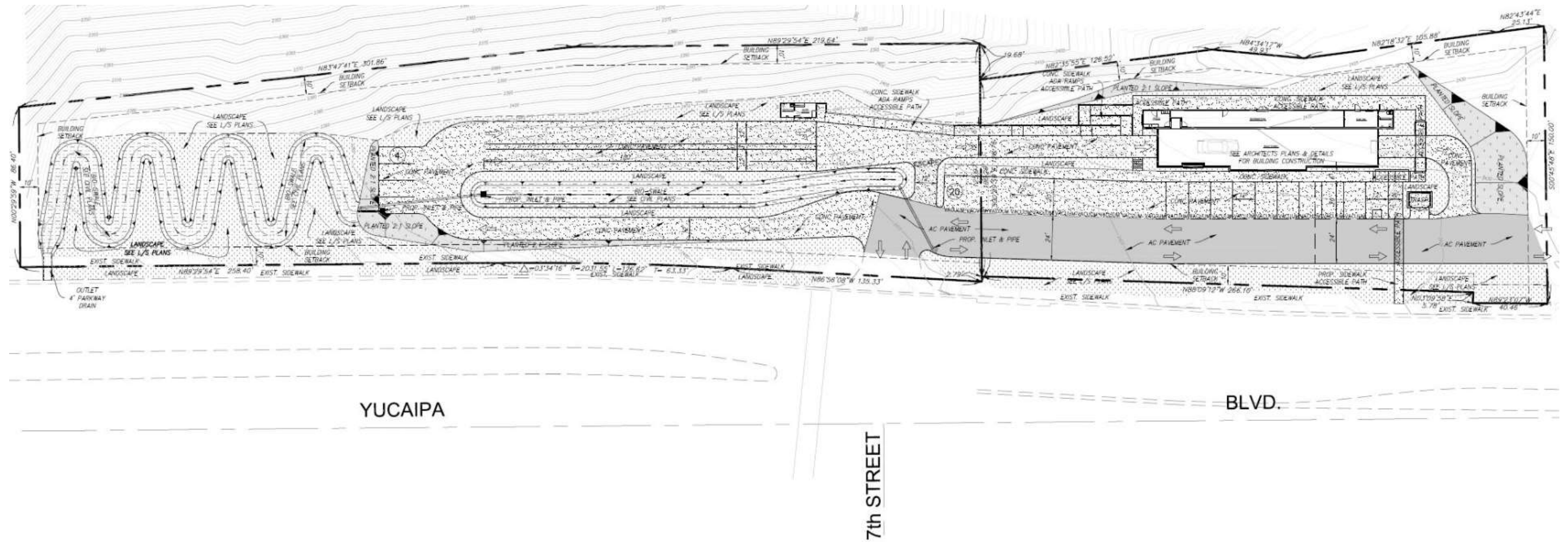
**Date:** April 10, 2018

**From:** Matthew Porras, Management Analyst

**Subject:** Overview of a Proposed Development Agreement for a Commercial Carwash on Yucaipa Boulevard, Yucaipa

A new carwash will be constructed in the City of Yucaipa at the intersection of Yucaipa Boulevard and 7<sup>th</sup> Street. The project is in the service area of the Yucaipa Valley Water District and will be provided Drinking Water, Recycled Water and Sewer Service. The carwash itself will utilize Recycled Water for the car wash operation as well as the landscape irrigation. District staff has been corresponding with the State and Local regulators regarding the application of Recycled Water use with positive results. The purpose of this item is informational, future updates will be provided.







**Date:** April 10, 2018

**From:** Matthew Porras, Management Analyst

**Subject:** Overview of a Proposed Development Agreement with Lennar Homes for the Summerwind Development - Calimesa

In the City of Calimesa, the Summerwind residential development is underway with ‘backbone’ infrastructure and grading improvements. The first home builder, Lennar Homes of California, Inc., has purchased Tract 32702 and Tract 32702-5. Lennar is currently working on installing utilities and preparing the house pads. Tract 32702 will have 141 units and Tract 32702-5 will have 105 units totaling 246 units between the two tracts.

These tracts are within the Districts service area and will receive drinking water, recycled water, and sewer service. The homes will be dual plumbed, utilizing recycled water for front and backyard irrigation.

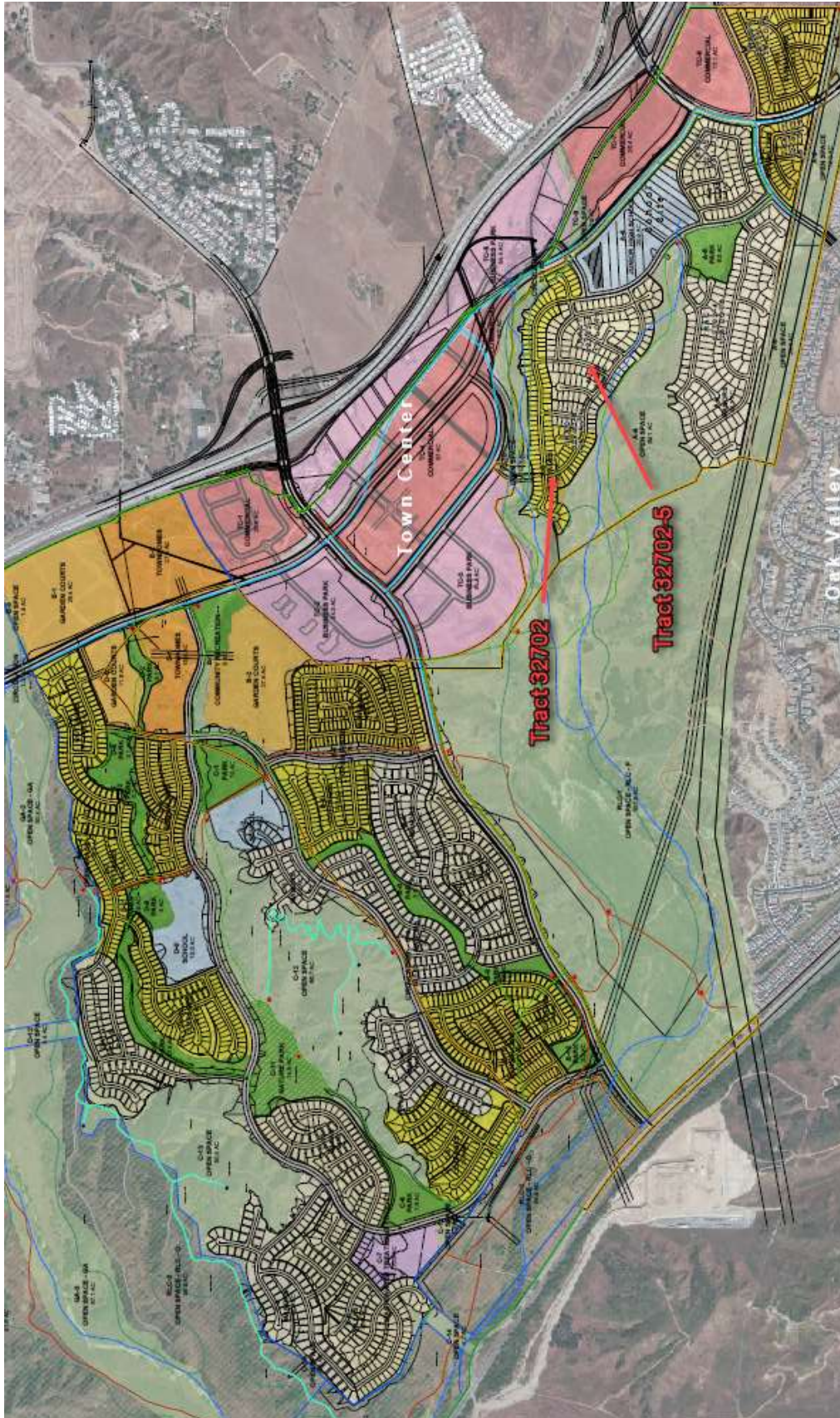
At the board meeting on March 20, 2018, the Board of Directors accepted 90.94 acre feet of overlying water rights for this development [Director Memorandum No. 18-047]. Information about the acquisition of water rights was included as part of the Beaumont Basin Watermaster meeting on March 28, 2018. Other developments in the City of Calimesa within the boundary of San Geronio Pass Water Agency (SGPWA) will be subject to the Supplemental Water Facility Capacity Charge effective July 1, 2018 [Resolution 2017-23]. With the acquisition of water rights, the development will not be required to purchase seven (7) acre feet of imported supplemental pursuant to Resolution 11-2018.

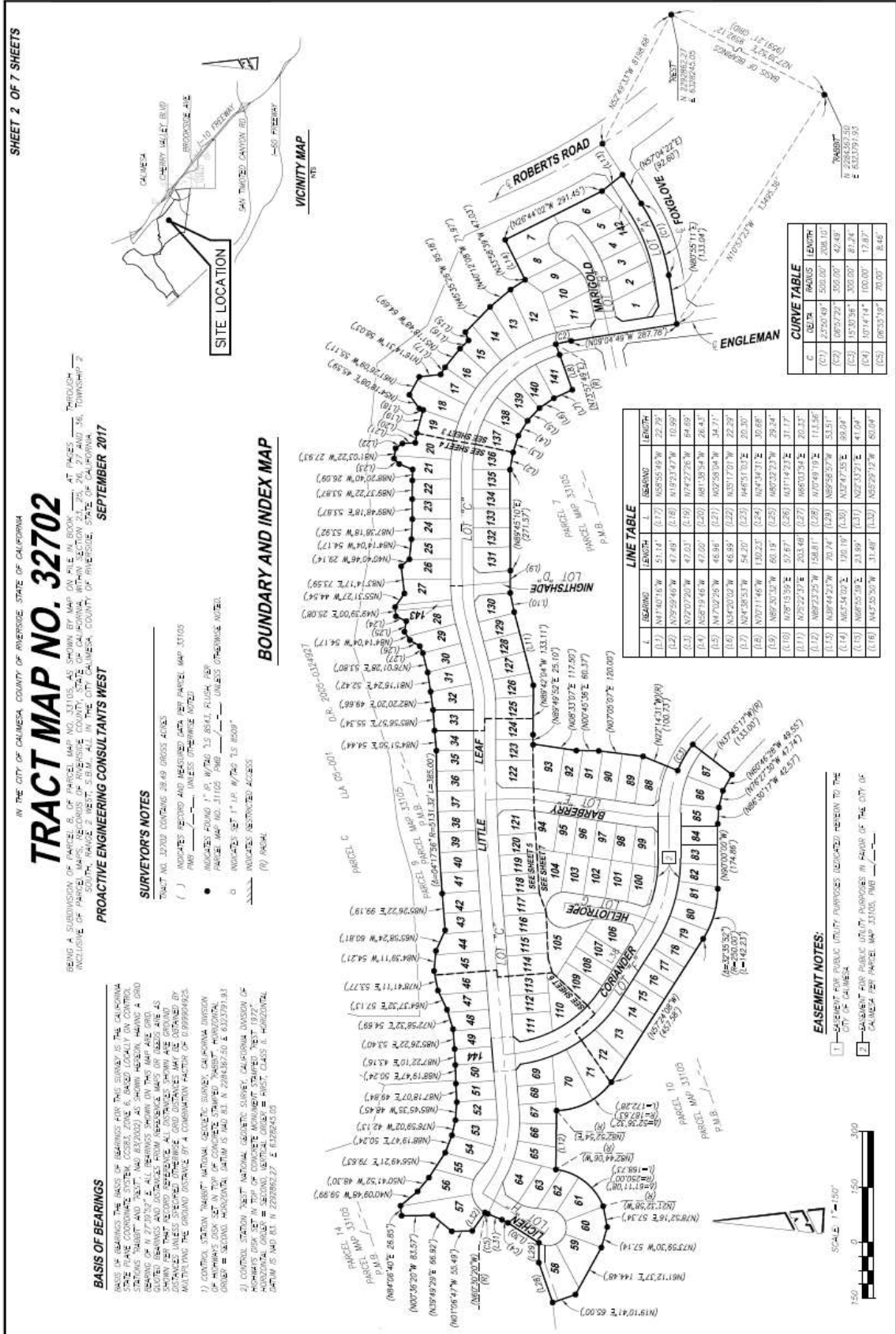
This development will be required to contribute to the sewer mainline deficiency fee currently collected in the Calimesa area.

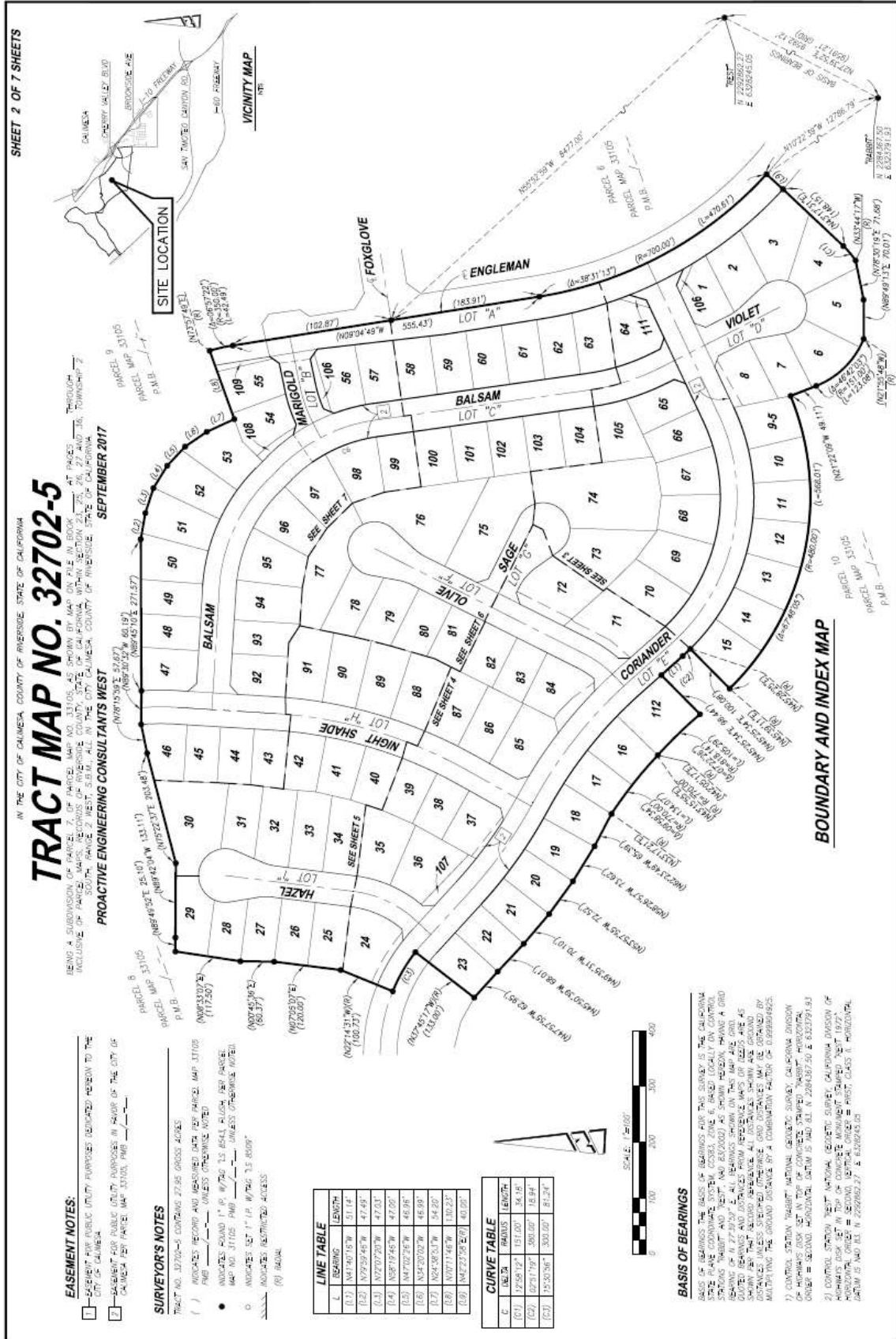
The table below summarizes the additional fees to the District’s standard fees that are applied in the City of Calimesa within the boundary of SGPWA.

YVWD Water Sustainability Fee	SGPWA Supplemental Water Facility Capacity Charge	Sewer Mainline Deficiency Fee
N/A	N/A	\$1,500

The purpose of this item is informational, and staff will provide future updates as the development progresses.







# Administrative Items



Yucaipa Valley Water District



**Date:** April 10, 2018  
**From:** Allison M. Edmisten, Chief Financial Officer  
 Peggy Little, Administrative Supervisor  
**Subject:** Presentation of the Unaudited Financial Report for the Period Ending on March 31, 2018

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.

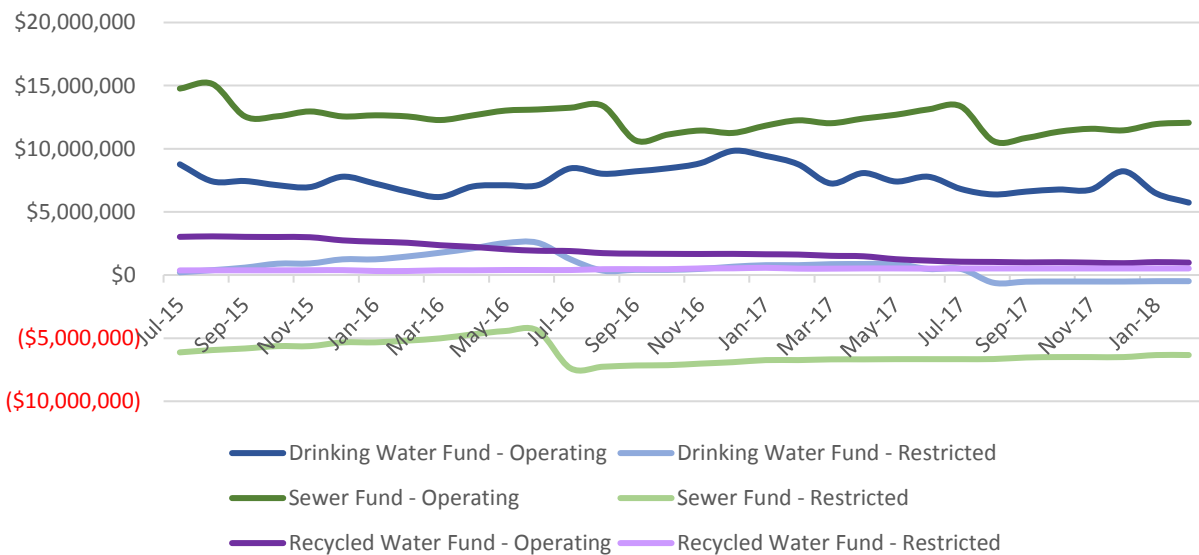
**Cash Fund Balance and Cash Flow Reports**

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

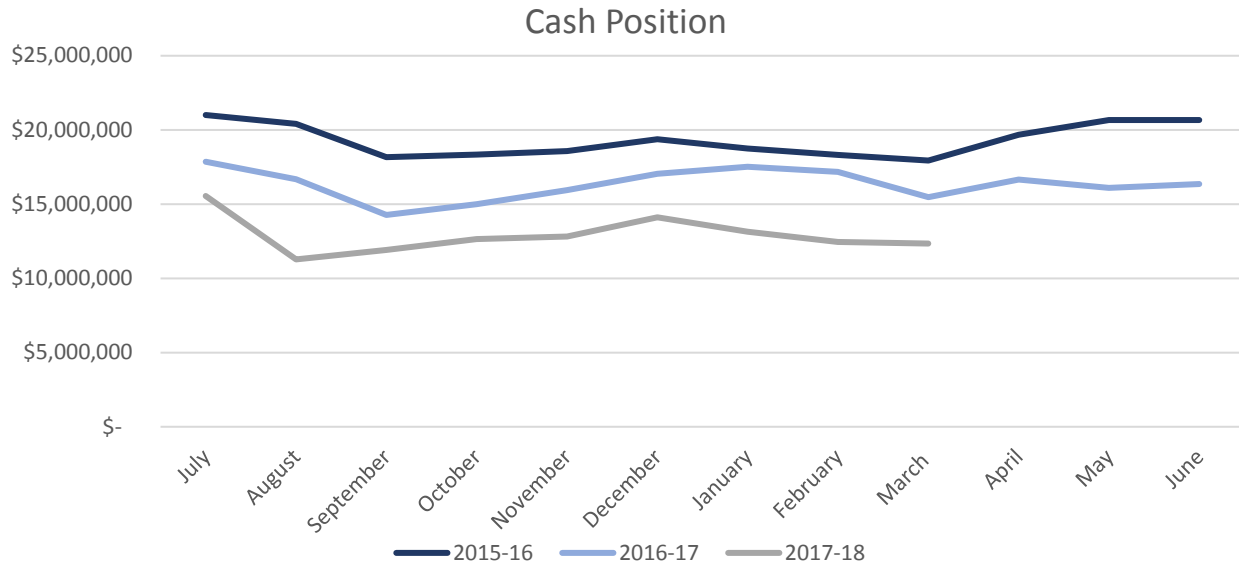
The Cash Fund Balance Report provides a summary of how the total amount of funds maintained by financial institutions is distributed throughout the enterprise and non-enterprise funds of the District. A summary of the report is as follows:

Fund Source	Operating Funds	Restricted Funds	Total Funds
Water Division	\$ 5,451,050.60	\$ (489,953.00)	\$ 4,961,097.60
Sewer Division	\$ 12,206,598.70	\$ (6,321,268.61)	\$ 5,885,330.09
Recycled Water Division	\$ 923,558.60	\$ 574,696.76	\$ 1,498,255.36
<b>Total</b>	<b>\$ 18,581,207.90</b>	<b>\$ (6,236,524.85)</b>	<b>\$ 12,344,683.05</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.

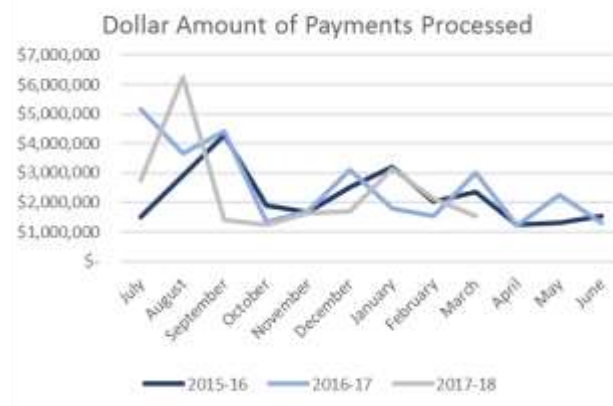
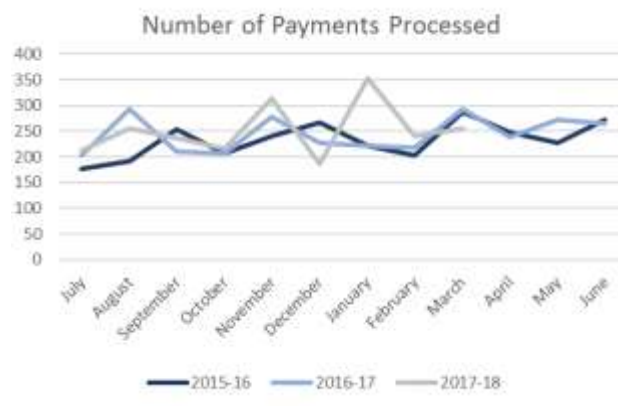
The Cash Flow Report provides a list of the debt service payment due dates and amounts as well as the cash flow requirements for debt service for each month of the fiscal year.

### 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 March 2018. 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	239	\$ 1,251,117.25
Electronic Payments	16	\$ 287,261.50
<b>Total</b>	<b>255</b>	<b>\$ 1,538,378.75</b>



**Financial Account Information**

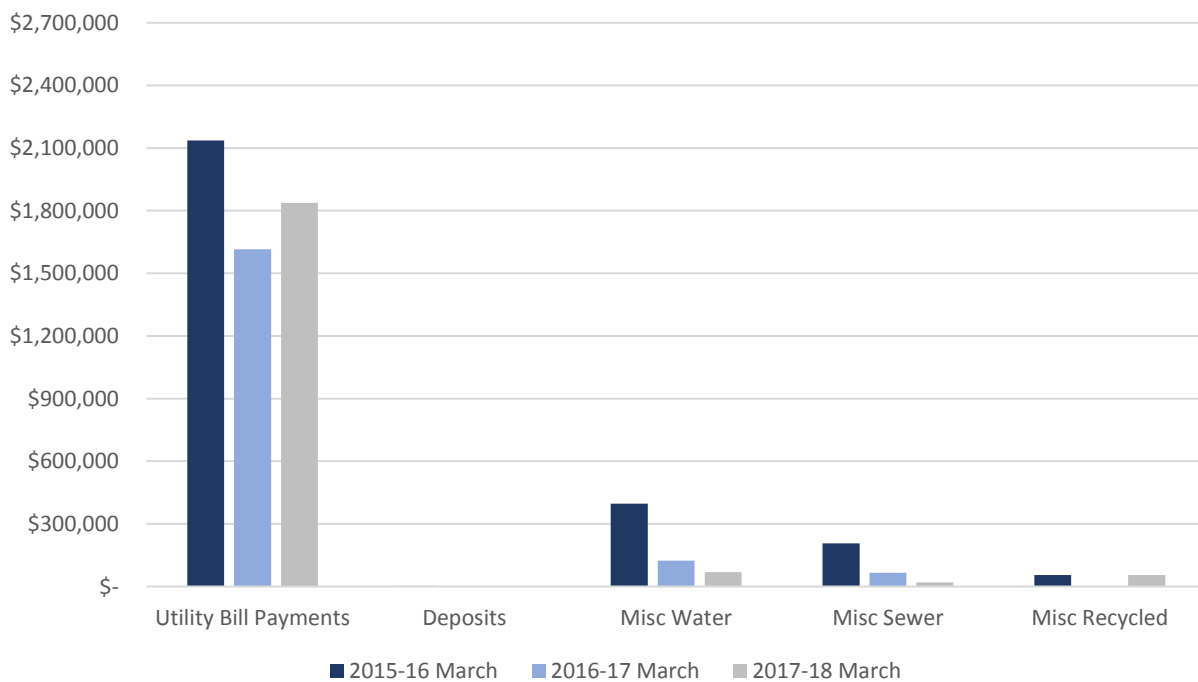
The District currently deposits all revenue received into the Deposit Checking account. The General Checking account is used as a sole processing account for all District checks and electronic payroll. The Investment Checking account is used for the purchase and redemption of US treasury notes and bills 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	\$ 1,837,683.12
Deposits	\$ 0
Misc. Water Related Activities	\$ 69,071.69
Misc. Sewer Related Activities	\$ 19,212.31
Misc. Recycled Related Activities	\$ 55,336.81
<b>Total</b>	<b>\$ 1,981,303.93</b>

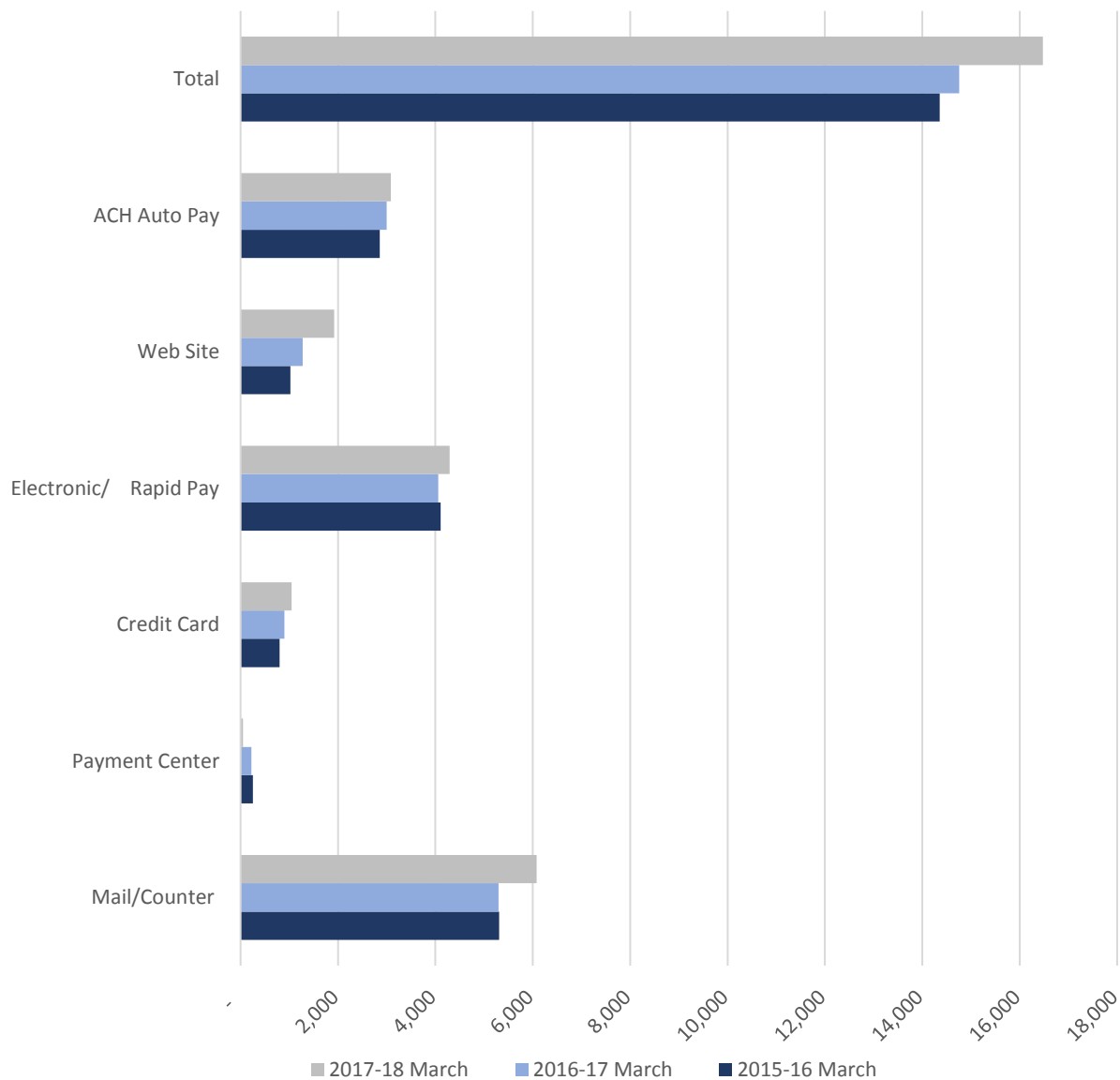
Monthly Revenue Allocation



Summary of Utility Bill Payments:

Payment Method	Number of Payments	% of Total Received
Mail/Counter	6,077	36.88%
Payment Center	52	0.32%
Credit Card	1,046	6.35%
Electronic Rapid Pay	4,295	26.07%
Web Site	1,922	11.66%
ACH Auto Pay	3,085	18.72%
<b>Total</b>	<b>16,477</b>	<b>100.00%</b>

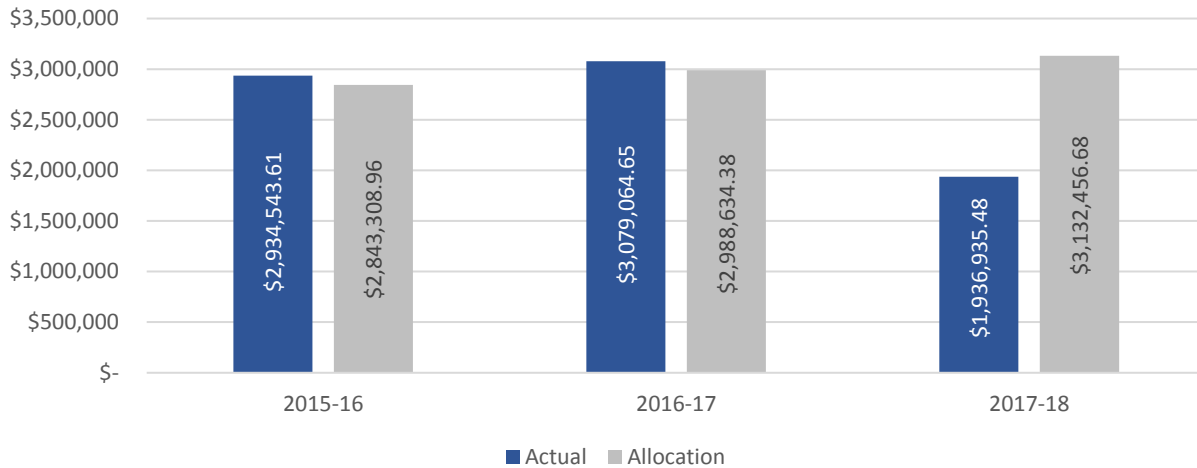
Type of Payments



Summary of Property Tax Revenue:

Current Month	Year-to-Date	Allocation Amount*	Percentage
Property Taxes	\$1,936,935.48	\$ 3,132,456.68	61.83%

Property Taxes - Actual vs. Allocation



**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 March 31, 2018 (65% of Budget Cycle)</b>				
<b>Division</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Water	\$ 630,845	\$ 8,764,533	\$ 13,924,171	62.94%
Sewer	\$ 951,749	\$ 8,264,380	\$ 12,132,940	68.12%
Recycled Water	\$ 21,170	\$ 526,423	\$ 810,795	64.93%
<b>District Revenue</b>	<b>\$ 1,603,764</b>	<b>\$ 17,555,336</b>	<b>\$ 26,867,906</b>	<b>65.34%</b>

<b>Summary of Water Budget vs. Expenses</b>				
<b>As of March 31, 2018 (65% 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	\$ 222,142	\$ 3,999,589	\$ 4,902,900	81.58%
Public Works	\$ 279,215	\$ 1,907,489	\$ 3,044,488	62.65%
Administration	\$ 322,052	\$ 2,793,914	\$ 3,681,118	75.90%
Long Term Debt	\$ -	\$ 2,293,913	\$ 2,295,665	99.92%
Asset Acquisition	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 823,409</b>	<b>\$ 10,994,905</b>	<b>\$ 13,924,171</b>	<b>78.96%</b>

<b>Summary of Sewer Budget vs. Expenses</b>				
<b>As of March 31, 2018 (65% of Budget Cycle)</b>				
<b>Department</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Treatment	\$ 285,520	\$ 3,003,412	\$ 3,631,043	82.71%
Administration	\$ 338,276	\$ 2,415,875	\$ 3,376,153	71.56%
Environmental Control	\$ 82,481	\$ 716,462	\$ 1,256,463	57.02%
Long Term Debt	\$ 260,752	\$ 3,833,694	\$ 3,869,281	99.08%
Asset Acquisition	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 967,029</b>	<b>\$ 9,969,443</b>	<b>\$ 12,132,940</b>	<b>82.17%</b>

<b>Summary of Recycled Water Budget vs. Expenses</b>				
<b>As of March 31, 2018 (65% of Budget Cycle)</b>				
<b>Department</b>	<b>Current Month</b>	<b>Year-to-Date</b>	<b>Budget Amount</b>	<b>Percentage</b>
Administration	\$ 83,093	\$ 692,673	\$ 810,795	85.43%
<b>TOTAL</b>	<b>\$ 83,093</b>	<b>\$ 692,673</b>	<b>\$ 810,795</b>	<b>85.43%</b>

<b>District Expenses</b>	<b>\$ 1,873,531</b>	<b>\$ 21,657,021</b>	<b>\$ 26,867,906</b>	<b>80.61%</b>
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*Note: Budget amounts for certain categories were updated in November as a result of the budget adjustments that were approved by the Board on November 21, 2017.*

## Cash Fund Balance Report - March 2018

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	\$ (3,570,319.10)
	*FCC - Future YVRWFF Phase II & III	02-10403	\$ 421,177.62
	*FCC - Recycled System	02-10410	\$ (862,402.62)
	*FCC - Booster Pumping Plants	02-10411	\$ 691,723.21
	*FCC - Pipeline Facilities	02-10412	\$ 144,945.34
	*FCC - Water Storage Reservoirs	02-10413	\$ 2,311,367.39
Operating	Depreciation Reserves	02-10310	\$ 596,093.83
	Infrastructure Reserves	02-10311	\$ 3,672,723.00
	Sustainability Fund	02-10313	\$ 88,821.56
	Rate Stabilization Fund	02-10314	\$ 500,209.14
	Imported Water Fund - MUNI	02-10315	\$ 335,490.15
	Imported Water Fund - SGPWA	02-10316	\$ 731,763.13
	Operating Funds:		\$ (474,050.21)
	<b>Total Water Division</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	\$ 1,815,418.99
	*FCC - Future WWTP Expansion	03-10407	\$ 1,414,027.72
	*FCC - Sewer Interceptors	03-10415	\$ (798,833.16)
	*FCC - Lift Stations	03-10416	\$ 348,685.31
	*FCC - Effluent Disposal Facilities	03-10417	\$ (1,606,163.95)
	*FCC - Salt Mitigation Facilities	03-10418	\$ (8,387,566.52)
Operating	Project Fund - Encumbered	03-10215	\$ 276,000.00
	Depreciation Reserves	03-10310	\$ 3,708,365.56
	Infrastructure Reserves	03-10311	\$ 5,136,310.00
	Rate Stabilization Fund	03-10314	\$ 1,464,394.90
	Operating Funds:		\$ 1,621,528.24
<b>Total Wastewater Division</b>			<b>\$ 5,885,330.09</b>

Recycled Water Division		GL#	Balance
Restricted	*FCC - Recycled System	04-10410	\$ 69,592.71
	*FCC - Booster Pumping Plants	04-10411	\$ 6,600.20
	*FCC - Pipeline Facilities	04-10412	\$ 247,590.47
	*FCC - Water Storage Reservoirs	04-10413	\$ 250,913.38
Operating	Project Fund - Encumbered	04-10215	\$ -
	Depreciation Reserves	04-10310	\$ 42,335.84
	Infrastructure Reserves	04-10311	\$ 271,252.31
	Operating Funds:		\$ 609,970.45
<b>Total Recycled Water Division</b>			<b>\$ 1,498,255.36</b>

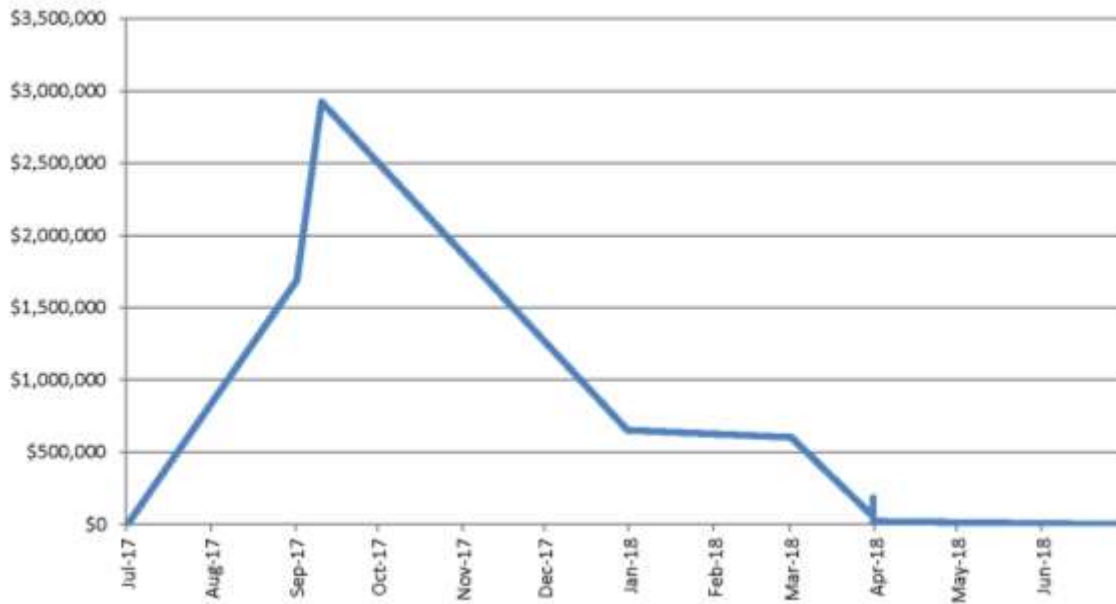
**DISTRICT TOTAL \$ 12,344,683.05**

\*=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 - Desalination 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 - March 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
3/2/2018	31231	Yucaipa Valley Chamber Of Comm	\$ 15.00
3/2/2018	31232	WageWorks, Inc.	\$ 1,483.43
3/2/2018	31233	IBEW Local 1436	\$ 560.00
3/2/2018	31234	California State Disbursement	\$ 115.38
3/2/2018	31235	California State Disbursement	\$ 397.38
3/2/2018	31236	Department of the Treasury - I	\$ 175.00
3/2/2018	31237	American Family Life Assurance	\$ 3,691.05
3/2/2018	31238	Rodd Greene	\$ 648.15
3/2/2018	31239	Linda Kilday	\$ 646.39
3/2/2018	31240	Dennis Neff	\$ 599.99
3/2/2018	31241	YVWD-Petty Cash	\$ 322.47
3/2/2018	31242	Robert Wall	\$ 599.99
3/2/2018	31243	Western Dental Services, Inc.	\$ 236.45
3/2/2018	31244	Charlie Bailey	\$ 629.40
3/2/2018	31245	IBEW Local 1436	\$ 324.00
3/2/2018	31246	Assoc of Enviromental Prof	\$ 495.00
3/2/2018	31247	Omni Rancho Las Palmas R & S	\$ 474.24
3/2/2018	31248	PAYROLL CHECK	\$ 2,205.99
3/2/2018	31249	PAYROLL CHECK	\$ 182.33
3/5/2018	31250	CWEA-TCP (OAKPORT ST.)	\$ 85.00
3/5/2018	31251	GABRIEL, HANI	\$ 1,352.95
3/5/2018	31252	MILLER, DOROTHY	\$ 50.80
3/5/2018	31253	State Water Resources Control	\$ 90.00
3/5/2018	31254	Ralph C. Casas	\$ 84.95
3/5/2018	31255	Ameripride Uniform Services	\$ 619.10
3/5/2018	31256	Coverall North America, Inc.	\$ 1,021.00
3/5/2018	31257	Steve Hines No. 1, LLC	\$ 15,080.00
3/5/2018	31258	First American Data Tree, LLC	\$ 50.00
3/5/2018	31259	Dinosaur Tire Inc.	\$ 102.86
3/5/2018	31260	Eco Pro Environmental Services	\$ 85.00
3/5/2018	31261	Evoqua Water Technologies LLC	\$ 175.06
3/5/2018	31262	Gerold Construction Inc.	\$ 57,091.00
3/5/2018	31263	Hudco, Inc.	\$ 90.00
3/5/2018	31264	Raiset R. Santana and Adriana	\$ 52.75
3/5/2018	31265	Krieger & Stewart	\$ 61,793.61
3/5/2018	31266	Lawyers Title	\$ 455.00
3/5/2018	31267	MBC Applied Environmental Scie	\$ 2,600.00
3/5/2018	31268	Municipal Water Dist. of OC	\$ 130.00
3/5/2018	31269	Nagem, Inc. VOIDED	\$ 2,533.73
3/5/2018	31270	Neopost USA Inc.	\$ 310.00
3/5/2018	31271	NetComp Technologies, Inc.	\$ 7,450.60
3/5/2018	31272	SCCI, Inc.	\$ 350.00
3/5/2018	31273	Sonsray Machinery LLC	\$ 114.88
3/5/2018	31274	South Coast A.Q.M.D.	\$ 505.74
3/5/2018	31275	South Mesa Water Company	\$ 50.00
3/5/2018	31276	Spectrum Business	\$ 1,834.00
3/5/2018	31277	Robert S. Stutz	\$ 5,933.40
3/5/2018	31278	The Gas Company	\$ 1,233.88
3/5/2018	31279	U.S. Postal Service	\$ 452.00
3/5/2018	31280	Underground Service Alert Of S	\$ 287.20
3/5/2018	31281	Vortex Industries. Inc.	\$ 335.00
3/5/2018	31282	Western Municipal Water Distri	\$ 1,250.00



### Checks and Electronic Payments - March 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
3/5/2018	31283	News Mirror Publishing, Inc.	\$ 300.00
3/5/2018	31284	Airgas, Inc.	\$ 247.96
3/5/2018	31285	All American Sewer Tools	\$ 37.78
3/5/2018	31286	BofA Credit Card	\$ 2,073.82
3/5/2018	31287	Bernell Hydraulics, Inc.	\$ 339.59
3/5/2018	31288	Brenntag Pacific, Inc	\$ 17,407.13
3/5/2018	31289	Cal Duct Inc	\$ 605.62
3/5/2018	31290	Cemex Inc. USA	\$ 272.25
3/5/2018	31291	Haaker Equipment Company	\$ 1,827.44
3/5/2018	31292	Hach Company	\$ 476.91
3/5/2018	31293	Harrington Ind. Plastic, LLC	\$ 2,609.75
3/5/2018	31294	Hasa, Inc.	\$ 150.00
3/5/2018	31295	Myers & Sons Hi-Way Safety Inc	\$ 153.54
3/5/2018	31296	Nicholas C. Hendrickson	\$ 39.80
3/5/2018	31297	Lowe's Companies, Inc.	\$ 3,134.07
3/5/2018	31298	Nuckles Oil Company, Inc.	\$ 4,785.95
3/5/2018	31299	Office Solutions Business Prod	\$ 67.87
3/5/2018	31300	Professional Appliance Repair	\$ 85.00
3/5/2018	31301	Pro-Pipe & Supply, Inc.	\$ 343.47
3/5/2018	31302	Quinn Company	\$ 372.81
3/5/2018	31303	Riverside Winnelson Company	\$ 425.14
3/5/2018	31304	Steven Enterprises, Inc	\$ 365.12
3/5/2018	31305	Sunstate Equipment Co., LLC	\$ 95.44
3/5/2018	31306	Tri County Pump Company	\$ 37,815.36
3/5/2018	31307	Uline, Inc.	\$ 4,230.57
3/5/2018	31308	US Bank	\$ 10,541.27
3/5/2018	31309	Standard Insurance Company	\$ 1,580.64
3/5/2018	31310	Standard Insurance Vision Plan	\$ 572.64
3/5/2018	31311	MetLife Small Business Center	\$ 141.55
3/5/2018	31312	Boot Barn Inc.	\$ 140.39
3/5/2018	31313	Blue Shield of California	\$ 1,817.80
3/5/2018	31314	Nippon Life Insurance Co. of A	\$ 2,203.54
3/5/2018	31315	Multi Service Technology Solut	\$ 387.48
3/5/2018	31316	Nagem, Inc.	\$ 2,533.73
3/12/2018	31317	KELLEY, MICHAEL	\$ 11.63
3/12/2018	31318	PROP MGMT, HOMETOWN	\$ 246.96
3/9/2018	31319	VOIDED	\$ 75,000.00
3/12/2018	31320	Robinson Ranch Investment Co.	\$ 75,000.00
3/12/2018	31321	Ward & Ward	\$ 1,575.00
3/12/2018	31322	State Water Resources Control	\$ 120.00
3/12/2018	31323	Luke's Transmission Inc.	\$ 394.14
3/12/2018	31324	Ameripride Uniform Services	\$ 611.46
3/12/2018	31325	Aqua-Metric Sales Company	\$ 6,379.82
3/12/2018	31326	Central Communications	\$ 455.43
3/12/2018	31327	Cliff's Pest Control, Inc.	\$ 115.00
3/12/2018	31328	Corelogic, Inc.	\$ 330.00
3/12/2018	31329	ePower Network, Inc.	\$ 604.80
3/12/2018	31330	Evoqua Water Technologies LLC	\$ 1,932.41
3/12/2018	31331	Frontier Communications	\$ 149.32
3/12/2018	31332	G&G Environmental Compliance,l	\$ 3,928.92
3/12/2018	31333	House Of Quality, Parts Plus	\$ 2,944.58
3/12/2018	31334	Innerline Engineering	\$ 7,000.00

### Checks and Electronic Payments - March 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
3/12/2018	31335	Konica Minolta Business Soluti	\$ 842.56
3/12/2018	31336	NetComp Technologies, Inc.	\$ 628.32
3/12/2018	31337	Pacific Coast Landscape & Desi	\$ 4,550.00
3/12/2018	31338	John Deere Financial f.s.b.	\$ 564.05
3/12/2018	31339	Pro-Pipe & Supply, Inc.	\$ 296.05
3/12/2018	31340	Q Versa, LLC	\$ 39,484.27
3/12/2018	31341	San Gorgonio Pass Water Agency	\$ 14,266.53
3/12/2018	31342	Separation Processes, Inc.	\$ 5,632.00
3/12/2018	31343	Southern CA Emergency Medicine	\$ 830.00
3/12/2018	31344	Association of San Bernardino	\$ 132.00
3/12/2018	31345	Spectrum Business	\$ 2,649.00
3/12/2018	31346	Yucaipa Valley Chamber Of Comm	\$ 280.00
3/12/2018	31347	Yucaipa Valley Water District	\$ 4,336.28
3/12/2018	31348	All American Sewer Tools	\$ 111.72
3/12/2018	31349	Brenntag Pacific, Inc	\$ 12,559.70
3/12/2018	31350	Crown Ace Hardware - Yucaipa	\$ 800.16
3/12/2018	31351	VOID CHECK	\$ -
3/12/2018	31352	Fuel Equipment Services, Inc.	\$ 2,218.00
3/12/2018	31353	Harrington Ind. Plastic, LLC	\$ 1,167.47
3/12/2018	31354	Home Depot U.S.A. Inc	\$ 7,190.71
3/12/2018	31355	Inland Water Works Supply Co.	\$ 17,428.63
3/12/2018	31356	Tom Ponton Industries, Inc.	\$ 145.26
3/12/2018	31357	Teledyne Instruments, Inc.	\$ 5,887.48
3/16/2018	31358	PAYROLL CHECK	\$ 2,138.60
3/16/2018	31359	PAYROLL CHECK	\$ 567.67
3/16/2018	31360	WageWorks, Inc.	\$ 1,483.43
3/16/2018	31361	California State Disbursement	\$ 115.38
3/16/2018	31362	California State Disbursement	\$ 397.38
3/16/2018	31363	Department of the Treasury - I	\$ 175.00
3/19/2018	31364	JALALON, JOY	\$ 145.90
3/19/2018	31365	WOLFF, DEBBIE	\$ 108.18
3/19/2018	31366	Delta Partners, LLC	\$ 7,500.00
3/19/2018	31367	Dudek & Associates, Inc	\$ 3,292.00
3/19/2018	31368	One Stop Landscape Supply Inc	\$ 21,060.00
3/19/2018	31369	Platinum Advisors, LLC	\$ 5,125.00
3/19/2018	31370	David L. Wysocki	\$ 3,900.00
3/19/2018	31371	State Water Resources Control	\$ 60.00
3/19/2018	31372	California Water Environment A	\$ 900.00
3/19/2018	31373	Ameripride Uniform Services	\$ 613.25
3/19/2018	31374	Aqua-Metric Sales Company	\$ 1,083.67
3/19/2018	31375	AT&T Mobility	\$ 1,444.70
3/19/2018	31376	John F. Simister	\$ 547.45
3/19/2018	31377	Beaumont Basin Watermaster	\$ 24,493.67
3/19/2018	31378	Clinical Laboratory of San Ber	\$ 7,995.50
3/19/2018	31379	Commercial Door Metal Systems,	\$ 1,557.81
3/19/2018	31380	Forbes Fabricators	\$ 31,211.31
3/19/2018	31381	Gerold Construction Inc.	\$ 52,109.00
3/19/2018	31382	Incode Division-Tyler Technolo	\$ 5,443.42
3/19/2018	31383	InfoSend, Inc.	\$ 4,128.04
3/19/2018	31384	Innerline Engineering	\$ 3,500.00
3/19/2018	31385	Lowe's Companies, Inc.	\$ 8,376.48
3/19/2018	31386	Nagem, Inc.	\$ 10,376.19

### Checks and Electronic Payments - March 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
3/19/2018	31387	NetComp Technologies, Inc.	\$ 9,175.00
3/19/2018	31388	Pro-Pipe & Supply, Inc.	\$ 84.98
3/19/2018	31389	State Water Resources Control	\$ 54,277.31
3/19/2018	31390	Tattletale Portable Alarm Syst	\$ 3,105.00
3/19/2018	31391	The Counseling Team Internatio	\$ 300.00
3/19/2018	31392	Uline, Inc.	\$ 8,304.24
3/19/2018	31393	Yucaipa Disposal, Inc.	\$ 1,370.28
3/19/2018	31394	State Water Resources Control	\$ 21,223.27
3/19/2018	31395	State Water Resources Control	\$ 185,251.30
3/19/2018	31396	BofA Credit Card VOIDED	\$ 3,643.26
3/19/2018	31397	Brenntag Pacific, Inc	\$ 8,960.19
3/19/2018	31398	Cemex Inc. USA	\$ 1,505.99
3/19/2018	31399	Grainger	\$ 345.47
3/19/2018	31400	Harrington Ind. Plastic, LLC	\$ 11,606.66
3/19/2018	31401	Hoppers Office & Drafting Furn	\$ 9,535.88
3/19/2018	31402	Industrial Safety Supply Corp	\$ 562.58
3/19/2018	31403	Nuckles Oil Company, Inc.	\$ 5,147.22
3/19/2018	31404	Microflex Corp #774353	\$ 997.88
3/19/2018	31405	Keith & Judith Power	\$ 3,326.00
3/19/2018	31406	R & R Anderson Trucking	\$ 673.53
3/19/2018	31407	Safety Kleen Systems, Inc.	\$ 261.00
3/19/2018	31408	Sinclair Rock and Sand Inc.	\$ 2,125.00
3/19/2018	31409	ZEP Manufacturing Company	\$ 1,160.92
3/19/2018	31410	SMITH, SHAUN	\$ 84.28
3/19/2018	31411	American Family Life Assurance	\$ 3,691.05
3/19/2018	31412	Rodd Greene	\$ 648.15
3/19/2018	31413	Linda Kilday	\$ 646.39
3/19/2018	31414	Dennis Neff	\$ 599.99
3/19/2018	31415	Robert Wall	\$ 599.99
3/19/2018	31416	Western Dental Services, Inc.	\$ 236.45
3/19/2018	31417	Charlie Bailey	\$ 629.40
3/19/2018	31418	Berkshire Hathaway Homestate C	\$ 11,243.89
3/19/2018	31419	WageWorks, Inc.	\$ 207.50
3/19/2018	31420	BofA Credit Card	\$ 3,423.27
3/26/2018	31421	Atkinson, Andelson, Loya, Ruud	\$ 12,609.38
3/26/2018	31422	California Water Environment A	\$ 180.00
3/26/2018	31423	CWEA-TCP (OAKPORT ST.)	\$ 85.00
3/26/2018	31424	Aaron Blose	\$ 173.11
3/26/2018	31425	Luis Crespo	\$ 73.00
3/26/2018	31426	Steven Molina	\$ 180.00
3/26/2018	31427	Ameripride Uniform Services	\$ 613.25
3/26/2018	31428	John F. Simister	\$ 1,117.40
3/26/2018	31429	Balco Holdings Inc.	\$ 4,890.45
3/26/2018	31430	C & B Crushing, Inc.	\$ 180.00
3/26/2018	31431	Victor James Valenti	\$ 3,313.10
3/26/2018	31432	Eco Pro Environmental Services	\$ 85.00
3/26/2018	31433	Frontier Communications	\$ 150.72
3/26/2018	31434	InfoSend, Inc.	\$ 6,846.93
3/26/2018	31435	JB Paving & Engineering, Inc.	\$ 1,425.00
3/26/2018	31436	Nagem, Inc.	\$ 340.00
3/26/2018	31437	Pro-Pipe & Supply, Inc.	\$ 129.65
3/26/2018	31438	Red Alert Special Couriers	\$ 344.26

### Checks and Electronic Payments - March 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
3/26/2018	31439	SCCI, Inc.	\$ 350.00
3/26/2018	31440	Spectrum Business	\$ 1,834.00
3/26/2018	31441	Robert S. Stutz	\$ 8,752.90
3/26/2018	31442	U.S. Telepacific Corp	\$ 2,655.65
3/26/2018	31443	Brenntag Pacific, Inc	\$ 27,227.54
3/26/2018	31444	Cemex Inc. USA	\$ 1,265.59
3/26/2018	31445	Duke's Root Control, Inc.	\$ 10,282.53
3/26/2018	31446	Forestry Suppliers Inc.	\$ 176.83
3/26/2018	31447	Fresno Oxygen	\$ 246.91
3/26/2018	31448	Fuel Equipment Services, Inc.	\$ 1,346.50
3/26/2018	31449	Grainger	\$ 1,067.77
3/26/2018	31450	Hach Company	\$ 8,604.85
3/26/2018	31451	Hasa, Inc.	\$ 3,250.35
3/26/2018	31452	Hemet Valley Tool Inc.	\$ 22.47
3/26/2018	31453	Home Depot U.S.A. Inc	\$ 912.51
3/26/2018	31454	Industrial Safety Supply Corp	\$ 58.05
3/26/2018	31455	Inland Water Works Supply Co.	\$ 1,806.16
3/26/2018	31456	Nicholas C. Hendrickson	\$ 67.80
3/26/2018	31457	Nuckles Oil Company, Inc.	\$ 1,684.91
3/26/2018	31458	Newegg, Inc.	\$ 7,339.99
3/26/2018	31459	Office Solutions Business Prod	\$ 624.97
3/26/2018	31460	P & R Paper Supply Co., Inc.	\$ 63.18
3/26/2018	31461	Polydyne Inc.	\$ 2,949.12
3/26/2018	31462	SF CC Intermediate Holdings In	\$ 47.81
3/26/2018	31463	Donald Kent Stone	\$ 924.30
3/26/2018	31464	Uline, Inc.	\$ 1,273.92
3/30/2018	31465	PAYROLL CHECK	\$ 2,138.61
3/30/2018	31466	WageWorks, Inc.	\$ 1,483.43
3/30/2018	31467	California State Disbursement	\$ 115.38
3/30/2018	31468	California State Disbursement	\$ 397.38
3/30/2018	31469	Department of the Treasury - I	\$ 175.00
			<b>\$ 1,251,117.25</b>
3/2/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 48,106.06
3/2/2018	electronic pmt	CA-EDD	\$ 8,751.05
3/2/2018	electronic pmt	VOYA-457	\$ 4,658.34
3/2/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 16,293.14
3/2/2018	electronic pmt	Public Employees' Retirement S	\$ 23,357.91
3/16/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 50,099.81
3/16/2018	electronic pmt	CA-EDD	\$ 8,704.08
3/16/2018	electronic pmt	VOYA-457	\$ 7,207.17
3/16/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 22,025.83
3/16/2018	electronic pmt	Public Employees' Retirement S	\$ 24,909.13
3/19/2018	electronic pmt	CalPERS - HEALTH	\$ 73,148.98
3/30/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 66,125.75
3/30/2018	electronic pmt	CA-EDD	\$ 12,628.89
3/30/2018	electronic pmt	VOYA-457	\$ 23,997.17
3/30/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 18,936.18
3/30/2018	electronic pmt	Public Employees' Retirement S	\$ 24,910.18
			<b>\$ 287,261.50</b>

## Investment Summary - March 2018

U.S. TREASURIES						
Quantity	Description	Cusip	Maturity Date	Yield	Cost of Purchase	Market Value
500,000	US Treasury Bill	912796PQ6	July 12, 2018	0.330%	\$ 496,612.76	\$ 506,997.71
<b>500,000</b>	<b>Total Values</b>				<b>\$ 496,612.76</b>	<b>\$ 506,997.71</b>

<b>Money Market Account Activity-Beginning Balance</b>	<b>\$ 506,802.89</b>
7/31/17 - Bond Interest	\$ -
12/31/17 - Dividend/Interest	\$ 2.58
Business Account Fee	\$ -
<b>Income</b>	<b>\$ 2.58</b>
Intra-Bank Transfers to/from Investment Checking	\$ -
<b>Fund Transfers</b>	<b>\$ -</b>
Cusip Maturity	\$ -
<b>Redemptions</b>	<b>\$ -</b>
Cusip Purchase	\$ (496,612.76)
<b>Purchases</b>	<b>\$ (496,612.76)</b>
<b>Ending Balance - Money Market</b>	<b>\$ 10,192.71</b>
<b>US Treasury Securities Investment Principal</b>	<b>\$ 496,612.76</b>
<b>Total Assets</b>	<b>\$ 506,805.47</b>

*Note: As of 4/4/18, the updated treasury information for March has not been received. The information above is as of 2/28/18.*

## Investment Summary - March 2018

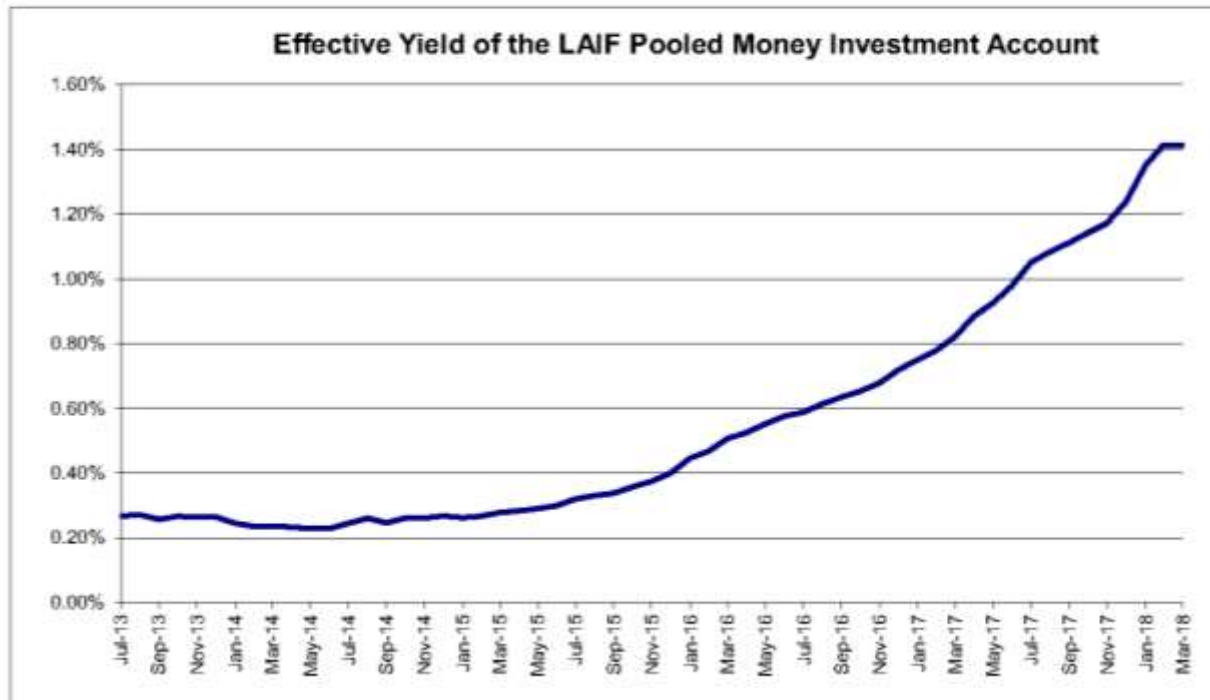
LOCAL AGENCY INVESTMENT FUND				
PERIOD	TOTAL WITHDRAWAL AMOUNT	TOTAL DEPOSIT AMOUNT	ACCRUED INTEREST (QUARTERLY)	ENDING BALANCE
July 31, 2017	\$ (1,600,000.00)	\$ -	\$ 34,146.51	\$ 13,745,550.98
August 31, 2017	\$ (4,000,000.00)	\$ -	\$ -	\$ 9,745,550.98
September 30, 2017	\$ -	\$ -	\$ -	\$ 9,745,550.98
October 31, 2017	\$ -	\$ -	\$ 32,517.12	\$ 9,778,068.10
November 30, 2017	\$ -	\$ -	\$ -	\$ 9,778,068.10
December 31, 2017	\$ -	\$ 1,804,683.42	\$ -	\$ 11,582,751.52
January 31, 2018	\$ -	\$ -	\$ -	\$ 11,582,751.52
February 28, 2018	\$ -	\$ -	\$ -	\$ 11,582,751.52
March 31, 2018	\$ (1,000,000.00)	\$ -	\$ -	\$ 10,582,751.52
April 30, 2018	\$ -	\$ -	\$ -	\$ 10,582,751.52
May 31, 2018	\$ -	\$ -	\$ -	\$ 10,582,751.52
June 30, 2018	\$ -	\$ -	\$ -	\$ 10,582,751.52

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

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

INCOME RECEIVED

\$ -    \$ 66,663.63



FY 2017-18 Water Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
02-40010	Sales - Water	\$ 5,912,971	\$ 260,842	\$ 3,924,204	66.37%
02-40011	Sales - Construction Water	\$ 20,000	\$ 1,124	\$ 22,016	110.08%
02-40012	Sales - Imported Water (SGPWA)	\$ 250,000	\$ 11,463	\$ 167,284	66.91%
02-40013	Sales - Imported Water (MUNI)	\$ 850,000	\$ 36,990	\$ 529,781	62.33%
02-40014	Sales Disc.-Multi Units Usage Chrg.	\$ (100,000)	\$ (7,016)	\$ (76,861)	76.86%
02-40015	Water Wholesale Revenue	\$ 300,000	\$ -	\$ 106,872	35.62%
02-40016	Service Establishment Fee	\$ 5,000	\$ 50	\$ 550	11.00%
02-41000	Service Demand Charges	\$ 3,200,000	\$ 264,737	\$ 2,172,139	67.88%
02-41001	Fire Service Standby Fees	\$ 45,000	\$ 2,852	\$ 17,343	38.54%
02-41003	Construction Service Charge	\$ 15,000	\$ 196	\$ 1,828	12.19%
02-41005	Sales Disc.-Multi Units Service Chrg.	\$ (135,000)	\$ (11,360)	\$ (93,546)	69.29%
02-41010	Unauthorized Use of Water Charge	\$ 2,000	\$ -	\$ 375	18.75%
02-41110	Meter/Lateral installation	\$ 75,000	\$ 910	\$ 16,120	21.49%
02-41112	Fire Flow Test Fees	\$ 3,500	\$ 525	\$ 3,150	90.00%
02-41113	Disconnect/Reconnect Fees	\$ 125,000	\$ 5,400	\$ 55,135	44.11%
02-41121	Penalty - Late Charges	\$ 125,000	\$ 7,508	\$ 103,875	83.10%
02-42123	Management & Accounting Fees	\$ 189,000	\$ 15,750	\$ 141,750	75.00%
02-41124	Bad Debt	\$ (20,000)	\$ -	\$ -	0.00%
02-43010	Interest Earned	\$ 50,000	\$ -	\$ 47,674	95.35%
02-43110	Property Tax - Unsecured	\$ 115,000	\$ 285	\$ 48,643	42.30%
02-43120	Property Tax - Secured	\$ 2,600,000	\$ 34,725	\$ 1,450,454	55.79%
02-43130	Tax Collection - Prior	\$ 25,000	\$ 426	\$ (34,286)	-137.14%
02-43140	Other Taxes	\$ 170,000	\$ 910	\$ 103,125	60.66%
02-49110	Rental Income (WATER STOCK)	\$ 1,700	\$ -	\$ -	
02-49150	Revenue - Misc. Non-Operating	\$ 100,000	\$ 4,528	\$ 56,909	56.91%
	<b>WATER OPERATING REVENUE</b>	<b>\$ 13,924,171</b>	<b>\$ 630,845</b>	<b>\$ 8,764,533</b>	<b>62.94%</b>
	Grants	\$ -		\$ -	
02-89901	Facility Capacity Charges	\$ -	\$ (650)	\$ 136,047	
02-89902	Sustainability	\$ -	\$ 3,044	\$ 41,174	
	<b>TOTAL WATER REVENUE</b>	<b>\$ 13,924,171</b>	<b>\$ 633,239</b>	<b>\$ 8,941,754</b>	

**NOTE: Plan check & inspection fees to 02-42122**

FY 2017-18 Sewer Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
03-40016	Sales - Establish Service Fee	\$ 500	\$ -	\$ 175	35.00%
03-41000	Sales - Sewer Charges	\$ 11,890,265	\$ 960,181	\$ 8,040,606	67.62%
03-41005	Sales Disc-Multi Units Service Chrg.	\$ (200,000)	\$ (18,258)	\$ (151,852)	75.93%
03-41110	Meter/Lateral Installation	\$ 2,500	\$ -	\$ -	0.00%
03-41121	Penalty - Late Charges	\$ 129,925	\$ 9,646	\$ 93,216	71.75%
03-41131	Front Footage Fees	\$ 30,000	\$ -	\$ -	0.00%
03-41124	Bad Debt	\$ (15,000)	\$ -	\$ -	0.00%
03-42122	Revenue - Other Operating	\$ 3,250	\$ 180	\$ 1,440	44.31%
03-43010	Interest Earned	\$ 35,000	\$ -	\$ 44,295	126.56%
03-43110	Property Tax - Unsecured	\$ 50,000	\$ -	\$ 50,000	100.00%
03-43120	Property Tax - Secured	\$ 175,000	\$ -	\$ 175,000	100.00%
03-43130	Tax Collection - Prior	\$ 10,000	\$ -	\$ 10,000	100.00%
03-43140	Other Taxes	\$ 1,500	\$ -	\$ 1,500	100.00%
03-49150	Misc. Non-Oper Revenue	\$ 20,000	\$ -	\$ -	0.00%
	<b>SEWER OPERATING REVENUE</b>	<b>\$ 12,132,940</b>	<b>\$ 951,749</b>	<b>\$ 8,264,380</b>	<b>68.12%</b>
	Grants	\$ -		\$ -	
03-89901	Facility Capacity Charges	\$ -	\$ 18,908	\$ 343,506	
03-89903	Contrib Capital-Front Footage Fees	\$ -	\$ -	\$ -	
03-89905	Contrib Capital-Infrastructure	\$ -	\$ -	\$ -	
	<b>TOTAL SEWER REVENUE</b>	<b>\$ 12,132,940</b>	<b>\$ 970,657</b>	<b>\$ 8,607,886</b>	



FY 2017-18 Recycled Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
04-40010	Sales - Recycled Water	\$ 565,795	\$ 14,777	\$ 333,175	58.89%
04-40011	Sales - Construction Water	\$ 20,000	\$ 111	\$ 1,755	8.77%
04-41000	Sales - Service Demand Chrg.	\$ 60,000	\$ 5,624	\$ 46,341	77.24%
04-41003	Const. Water Minimum Chrg.	\$ 5,000	\$ 87	\$ 679	13.57%
04-41110	Meter/Lateral installation	\$ 15,000	\$ 490	\$ (160)	-1.07%
04-41121	Penalty - Late Charges	\$ 1,000	\$ 82	\$ 3,435	343.48%
04-41122	Revenue - Other Operating	\$ 500	\$ -	\$ (1,145)	-228.96%
04-43010	Interest Earned	\$ 10,000	\$ -	\$ 9,843	98.43%
04-43110	Property Tax - Unsecured	\$ 10,000	\$ -	\$ 10,000	100.00%
04-43120	Property Tax - Secured	\$ 110,000	\$ -	\$ 110,000	100.00%
04-43130	Property Tax - Prior	\$ 10,000	\$ -	\$ 10,000	100.00%
04-43140	Property Tax - Other	\$ 2,500	\$ -	\$ 2,500	100.00%
04-49150	Misc. Non-Operating Revenue	\$ 1,000	\$ -	\$ -	0.00%
	<b>RECYCLED OPERATING REVENUE</b>	<b>\$ 810,795</b>	<b>\$ 21,170</b>	<b>\$ 526,423</b>	<b>64.93%</b>
	Grants	\$ -		\$ -	
04-89901	Facility Capacity Charges	\$ -	\$ 55,325	\$ 55,325	
	<b>TOTAL RECYCLED REVENUE</b>	<b>\$ 810,795</b>	<b>\$ 76,495</b>	<b>\$ 581,748</b>	

FY 2017-18 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
02-5-01-50010	Labor-Water Resources	\$ 832,563	\$ 91,363	\$ 580,031	69.67%
02-5-01-50011	Labor Credit	\$ -	\$ -	\$ -	
02-5-01-50013	Benefits-Fica	\$ 55,800	\$ 7,302	\$ 47,620	85.34%
02-5-01-50014	Benefits-Life Insurance	\$ 3,440	\$ 104	\$ 1,037	30.15%
02-5-01-50016	Benefits-Health\Defrd Comp	\$ 144,480	\$ 16,566	\$ 139,868	96.81%
02-5-01-50017	Benefits-Disability Insurance	\$ 6,565	\$ 1,200	\$ 7,987	121.67%
02-5-01-50019	Benefits-Workers Compensation	\$ 19,693	\$ -	\$ 18,931	96.13%
02-5-01-50021	Benefits-PERS	\$ 51,059	\$ 1,383	\$ 25,981	50.88%
02-5-01-50022	Benefits-PERS-Employer	\$ 106,500	\$ 6,003	\$ 37,233	34.96%
02-5-01-50023	Benefits-Uniforms	\$ 2,580	\$ 153	\$ 1,384	53.64%
02-5-01-50024	Benefits-Vacation & Sick Pay	\$ 7,500	\$ 1,232	\$ 6,632	88.42%
02-5-01-50025	Benefits-Boot Allowance	\$ 1,720	\$ -	\$ 1,522	88.52%
02-5-01-51003	R&M - Structures	\$ 275,000	\$ 1,066	\$ 378,001	137.45%
02-5-01-51011	R&M - CLA Valves	\$ 30,000	\$ -	\$ 7,279	24.26%
02-5-01-51140	General Supplies & Expenses	\$ 1,000	\$ -	\$ 1,505	150.54%
02-5-01-51210	Utilities - Power Purchases	\$ 1,400,000	\$ 63,568	\$ 919,530	65.68%
02-5-01-51211	Utilities - Electricity & Fuel	\$ 5,000	\$ 476	\$ 3,170	63.40%
02-5-01-51316	Imported Water Purchases	\$ 1,100,000	\$ -	\$ 1,140,649	103.70%
02-5-01-54019	Licenses & Permits	\$ 25,000	\$ 598	\$ 47,020	188.08%
02-5-01-54110	Laboratory Services	\$ 85,000	\$ -	\$ 36,723	43.20%
02-5-01-57040	YVRWFF Operating Expense	\$ 750,000	\$ 31,129	\$ 597,484	79.66%
	<b>WATER RESOURCE TOTALS</b>	<b>\$ 4,902,900</b>	<b>\$ 222,142</b>	<b>\$ 3,999,589</b>	<b>81.58%</b>
02-5-03-50010	Labor-Public Works	\$ 1,503,049	\$ 188,653	\$ 910,058	60.55%
02-5-03-50011	Labor Credit	\$ -	\$ -	\$ (3,176)	
02-5-03-50013	Benefits-Fica	\$ 126,030	\$ 14,741	\$ 70,494	55.93%
02-5-03-50014	Benefits-Life Insurance	\$ 9,500	\$ 212	\$ 2,192	23.08%
02-5-03-50016	Benefits-Health\Defrd Comp	\$ 399,000	\$ 30,668	\$ 271,552	68.06%
02-5-03-50017	Benefits-Disability Insurance	\$ 14,900	\$ 2,326	\$ 12,512	83.98%
02-5-03-50019	Benefits-Workers Compensation	\$ 44,500	\$ -	\$ 19,853	44.61%
02-5-03-50021	Benefits-PERS	\$ 45,000	\$ 796	\$ 22,796	50.66%
02-5-03-50022	Benefits-PERS Employer	\$ 102,000	\$ 9,469	\$ 56,781	55.67%
02-5-03-50023	Benefits-Uniforms	\$ 4,000	\$ 541	\$ 5,492	137.30%
02-5-03-50024	Benefits-Vacation & Sick Pay	\$ 7,500	\$ 640	\$ 2,671	35.62%
02-5-03-50025	Benefits-Boot Allowance	\$ 4,750	\$ -	\$ 3,783	79.65%
02-5-03-51001	R & M -Vehicles & Equipment	\$ 230,000	\$ 18,026	\$ 236,928	103.01%
02-5-03-51011	R&M - Valves	\$ 10,000	\$ -	\$ 7,172	71.72%
02-5-03-51020	R&M - Pipelines	\$ 225,000	\$ 2,894	\$ 153,461	68.20%
02-5-03-51021	R&M - Service Lines	\$ 175,000	\$ 360	\$ 44,480	25.42%
02-5-03-51022	R&M - Fire Hydrants	\$ 40,000	\$ 249	\$ 16,589	41.47%
02-5-03-51030	R&M - Water Meters	\$ 75,000	\$ 9,605	\$ 51,149	68.20%
02-5-03-51031	Fire Flow Testing	\$ 28,259	\$ -	\$ 21,209	75.05%
02-5-03-51092	Equipment Credits	\$ -	\$ -	\$ (3,192)	
02-5-03-51140	General Supplies & Expenses	\$ 1,000	\$ 35	\$ 4,682	468.21%
	<b>PUBLIC WORKS TOTALS</b>	<b>\$ 3,044,488</b>	<b>\$ 279,215</b>	<b>\$ 1,907,489</b>	<b>62.65%</b>
02-5-06-50010	Labor-Administration	\$ 792,038	\$ 77,217	\$ 459,519	58.02%

FY 2017-18 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
02-5-06-50011	Labor Credit	\$ -	\$ -	\$ -	
02-5-06-50012	Director Fees	\$ 22,500	\$ 2,920	\$ 18,219	80.97%
02-5-06-50013	Benefits-Fica	\$ 62,000	\$ 6,710	\$ 39,295	63.38%
02-5-06-50014	Benefits-Life Insurance	\$ 3,740	\$ 134	\$ 1,127	30.14%
02-5-06-50016	Benefits-Health\Defrd Comp	\$ 154,600	\$ 21,201	\$ 167,104	108.09%
02-5-06-50017	Benefits-Disability Insurance	\$ 7,300	\$ 974	\$ 6,137	84.07%
02-5-06-50019	Benefits-Workers Compensation	\$ 21,900	\$ -	\$ 9,445	43.13%
02-5-06-50021	Benefits-PERS	\$ 56,700	\$ 1,189	\$ 21,809	38.46%
02-5-06-50022	Benefits PERS Employer	\$ 118,200	\$ 5,730	\$ 34,708	29.36%
02-5-06-50023	Uniforms	\$ 2,800	\$ 134	\$ 1,162	41.48%
02-5-06-50024	Benefits-Vacation & Sick Pay	\$ 8,000	\$ 386	\$ 2,792	34.89%
02-5-06-50025	Benefits-Boots	\$ 1,840	\$ -	\$ 1,381	75.05%
02-5-06-51003	R&M - Structures	\$ 45,000	\$ 850	\$ 135,906	302.01%
02-5-06-51091	Expense Credits (overhead)	\$ -	\$ -	\$ (2,601)	
02-5-06-51120	Safety Equipment/Supplies	\$ 25,000	\$ 1,694	\$ 20,326	81.30%
02-5-06-51125	Petroleum Products	\$ 100,000	\$ 6,617	\$ 82,281	82.28%
02-5-06-51130	Office Supplies & Expenses	\$ 30,000	\$ 7,213	\$ 20,433	68.11%
02-5-06-51140	General Supplies & Expenses	\$ 35,000	\$ 4,899	\$ 41,339	118.11%
02-5-06-51199	Disaster Incidences	\$ -	\$ -	\$ -	
02-5-06-51211	Utilities - Electricity	\$ 30,000	\$ 2,088	\$ 23,248	77.49%
02-5-06-51213	Utilities - Natural Gas	\$ 3,000	\$ 308	\$ 1,197	39.89%
02-5-06-54002	Dues & Subscriptions	\$ 16,500	\$ 720	\$ 15,229	92.29%
02-5-06-54005	Computer Expenses	\$ 100,000	\$ 13,067	\$ 112,735	112.73%
02-5-06-54010	Postage	\$ 3,500	\$ 81	\$ 2,670	76.28%
02-5-06-54011	Printing & Publications	\$ -	\$ 446	\$ 1,653	
02-5-06-54012	Education & Training	\$ 15,000	\$ 1,018	\$ 8,547	56.98%
02-5-06-54013	Utility Billing Expenses	\$ 180,000	\$ 10,956	\$ 125,590	69.77%
02-5-06-54014	Public Relations	\$ 50,000	\$ 29	\$ 2,705	5.41%
02-5-06-54016	Travel Related Expenses	\$ 10,000	\$ 121	\$ 12,849	128.49%
02-5-06-54017	Certifications & Renewals	\$ 7,000	\$ 428	\$ 7,157	102.24%
02-5-06-54020	Meeting Related Expenses	\$ 6,000	\$ 125	\$ 4,620	76.99%
02-5-06-54022	Utilities - YVWD Services	\$ 50,000	\$ -	\$ 46,090	92.18%
02-5-06-54024	Utilities - Waste Disposal	\$ 2,500	\$ 310	\$ 1,751	70.05%
02-5-06-54025	Utilities - Telephone & Internet	\$ 45,000	\$ 2,876	\$ 31,633	70.30%
02-5-06-54099	Conservation & Rebates	\$ 10,000	\$ -	\$ 22,735	
02-5-06-54104	Contractual Services	\$ 80,000	\$ 10,495	\$ 97,190	121.49%
02-5-06-54107	Legal	\$ 40,000	\$ -	\$ 48,406	121.01%
02-5-06-54108	Audit & Accounting	\$ 16,000	\$ -	\$ 10,975	68.59%
02-5-06-54109	Professional Fees	\$ 165,000	\$ 2,500	\$ 135,880	82.35%
02-5-06-55500	Depreciation Reserves	\$ 200,000	\$ 16,667	\$ 150,000	75.00%
	Infrastructure Replacement	\$ 1,000,000	\$ 83,333	\$ 749,997	75.00%
02-5-06-56001	Insurance	\$ 100,000	\$ 7,872	\$ 72,037	72.04%
02-5-06-57030	Regulatory Compliance	\$ 15,000	\$ 6,251	\$ 8,156	54.37%
02-5-06-57090	Election Related Expenses	\$ -	\$ -	\$ -	
02-5-06-57096	Beaumont Basin Watermaster	\$ 50,000	\$ 24,494	\$ 40,482	80.96%
02-5-06-57199	Suspense	\$ -	\$ -	\$ -	
	<b>ADMINISTRATION TOTALS</b>	<b>\$ 3,681,118</b>	<b>\$ 322,052</b>	<b>\$ 2,793,914</b>	<b>75.90%</b>

FY 2017-18 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
02-5-40-57201	Debt Srv-Series 2015A Princ.(2500	\$ 1,065,000	\$ -	\$ 1,668,806	156.70%
02-5-40-57402	Interest-Long-Term Debt Bonds	\$ 1,230,665	\$ -	\$ 625,106	50.79%
	<b>40 - Debt</b>	<b>\$ 2,295,665</b>	<b>\$ -</b>	<b>\$ 2,293,913</b>	<b>99.92%</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>
				\$ 10,994,905	
	<b>TOTAL WATER EXPENSES</b>	<b>\$ 13,924,171</b>	<b>\$ 823,410</b>	<b>\$ 10,994,905</b>	<b>78.96%</b>

FY 2017-18 Sewer Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
03-5-02-50010	Labor-S Treatment	\$ 878,548	\$ 96,150	\$ 626,676	71.33%
03-5-02-50013	Benefits-Fica	\$ 62,000	\$ 7,482	\$ 50,248	81.04%
03-5-02-50014	Benefits-Life Insurance	\$ 3,680	\$ 107	\$ 1,139	30.94%
03-5-02-50016	Benefits-Health\Defrd Comp	\$ 155,600	\$ 15,522	\$ 138,252	88.85%
03-5-02-50017	Benefits-Disability Insurance	\$ 7,300	\$ 1,215	\$ 8,079	110.67%
03-5-02-50019	Benefits-Workers Compensation	\$ 21,900	\$ -	\$ 18,931	86.44%
03-5-02-50021	Benefits-PERS	\$ 53,000	\$ 1,397	\$ 28,844	54.42%
03-5-02-50022	Benefits-PERS Employer	\$ 92,375	\$ 6,066	\$ 40,350	43.68%
03-5-02-50023	Benefits-Uniforms	\$ 2,800	\$ 340	\$ 2,751	98.27%
03-5-02-50024	Benefits-Vacation & Sick Pay	\$ 5,000	\$ 769	\$ 4,103	82.06%
03-5-02-50025	Benefits-Boot Allowance	\$ 1,840	\$ -	\$ 1,644	89.35%
03-5-02-51003	R&M - Structures	\$ 275,000	\$ 16,569	\$ 469,782	170.83%
03-5-02-51010	R&M - Automation Control	\$ 80,000	\$ -	\$ 45,854	57.32%
03-5-02-51106	Chemicals	\$ 500,000	\$ 62,874	\$ 460,965	92.19%
03-5-02-51111	Propane	\$ 10,000	\$ -	\$ 161	1.61%
03-5-02-51115	Laboratory Supplies	\$ 30,000	\$ 7,324	\$ 30,061	100.20%
03-5-02-51140	General Supplies & Expenses	\$ 2,000	\$ 326	\$ 2,209	110.43%
03-5-02-51210	Utilities - Power Purchases	\$ 800,000	\$ 69,008	\$ 622,021	77.75%
03-5-02-54110	Laboratory Services	\$ 100,000	\$ 344	\$ 64,325	64.32%
03-5-02-57031	Sludge Disposal	\$ 250,000	\$ -	\$ 178,211	71.28%
03-5-02-57034	Brine Operating Expenses	\$ 300,000	\$ 31	\$ 208,808	69.60%
	<b>TREATMENT TOTALS</b>	<b>\$ 3,631,043</b>	<b>\$ 285,520</b>	<b>\$ 3,003,412</b>	<b>82.71%</b>
03-5-06-50010	Labor-Administration	\$ 707,579	\$ 63,179	\$ 375,811	53.11%
03-5-06-50011	Labor Credit	\$ -	\$ -	\$ -	
03-5-06-50012	Directors Fees	\$ 22,500	\$ 2,920	\$ 18,219	80.97%
03-5-06-50013	Benefits-Fica	\$ 54,200	\$ 5,594	\$ 32,535	60.03%
03-5-06-50014	Benefits-Life Insurance	\$ 3,500	\$ 118	\$ 1,035	29.58%
03-5-06-50016	Benefits-Health\Defrd Comp	\$ 144,700	\$ 18,418	\$ 147,508	101.94%
03-5-06-50017	Benefits-Disability Insurance	\$ 6,400	\$ 788	\$ 5,124	80.07%
03-5-06-50019	Benefits-Workers Compensation	\$ 19,100	\$ -	\$ 12,445	65.16%
03-5-06-50021	Benefits-PERS	\$ 49,600	\$ 1,002	\$ 18,029	36.35%
03-5-06-50022	Benefits PERS Employer	\$ 103,300	\$ 4,725	\$ 28,353	27.45%
03-5-06-50023	Benefits-Uniforms	\$ 2,564	\$ 73	\$ 602	23.48%
03-5-06-50024	Benefits-Vacation & Sick Pay	\$ 10,000	\$ 386	\$ 2,792	27.92%
03-5-06-50025	Benefits-Boot Allowance	\$ 1,710	\$ -	\$ -	0.00%
03-5-06-51120	Safety Equipment/Supplies	\$ 10,000	\$ -	\$ 3,781	37.81%
03-5-06-51125	Petroleum Products	\$ 20,000	\$ 2,142	\$ 12,945	64.72%
03-5-06-51130	Office Supplies	\$ 4,000	\$ 5,464	\$ 11,195	279.87%
03-5-06-51140	General Supplies & Expenses	\$ 25,000	\$ 1,181	\$ 22,726	90.90%
03-5-06-51199	Disaster Repairs	\$ -	\$ -	\$ -	
03-5-06-54002	Dues & Subscriptions	\$ 10,000	\$ 360	\$ 8,144	81.44%
03-5-06-54003	Management & Admin Services	\$ 189,000	\$ 15,750	\$ 141,750	75.00%
03-5-06-54005	Computer Expenses	\$ 100,000	\$ 12,567	\$ 94,310	94.31%
03-5-06-54011	Printing & Publications	\$ -	\$ 446	\$ 605	N/A
03-5-06-54012	Education & Training	\$ 9,000	\$ 2,881	\$ 9,577	106.41%
03-5-06-54014	Public Relations	\$ 50,000	\$ -	\$ 1,486	2.97%
03-5-06-54016	Travel Related Expenses	\$ 7,000	\$ 81	\$ 13,047	186.38%
03-5-06-54017	Certifications & Renewals	\$ 7,500	\$ 85	\$ 3,073	40.97%
03-5-06-54019	Licenses & Permits	\$ 62,500	\$ -	\$ 65,558	104.89%
03-5-06-54020	Meeting Related Expenses	\$ 5,000	\$ 157	\$ 3,650	73.00%

FY 2017-18 Sewer Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
03-5-06-54022	Utilities - YVWD Services	\$ 2,000	\$ -	\$ 976	48.79%
03-5-06-54024	Utilities - Waste Disposal	\$ 13,000	\$ 1,085	\$ 9,947	76.51%
03-5-06-54025	Utilities - Telephone & Internet	\$ 30,000	\$ 4,220	\$ 41,014	136.71%
03-5-06-54030	Drinking Water	\$ 1,000	\$ -	\$ 805	80.47%
03-5-06-54104	Contractual Services	\$ 70,000	\$ 7,711	\$ 41,706	59.58%
03-5-06-54107	Legal	\$ 45,000	\$ 76,575	\$ 116,772	259.49%
03-5-06-54108	Audit & Accounting	\$ 16,000	\$ -	\$ 10,975	68.59%
03-5-06-54109	Professional Fees	\$ 225,000	\$ 2,500	\$ 140,305	62.36%
03-5-06-55500	Depreciation Reserves	\$ 500,000	\$ 41,667	\$ 375,000	75.00%
	Infrastructure Replacement	\$ 700,000	\$ 58,333	\$ 524,997	75.00%
03-5-06-56001	Insurance	\$ 100,000	\$ 7,872	\$ 70,846	70.85%
03-5-06-57030	Regulatory Compliance	\$ 50,000	\$ -	\$ 48,232	96.46%
	<b>ADMINISTRATION TOTALS</b>	<b>\$ 3,376,153</b>	<b>\$ 338,276</b>	<b>\$ 2,415,875</b>	<b>71.56%</b>
03-5-07-50010	Labor-Environmental Control	\$ 524,161	\$ 42,213	\$ 293,359	55.97%
03-5-07-50011	Labor Credit	\$ -	\$ -	\$ -	
03-5-07-50013	Benefits-Fica	\$ 43,302	\$ 3,222	\$ 22,867	52.81%
03-5-07-50014	Benefits-Life Insurance	\$ 3,200	\$ 69	\$ 580	18.12%
03-5-07-50016	Benefits-Health\Defrd Comp	\$ 134,400	\$ 9,454	\$ 72,494	53.94%
03-5-07-50017	Benefits-Disability Insurance	\$ 5,100	\$ 540	\$ 3,745	73.43%
03-5-07-50019	Benefits-Workers Compensation	\$ 15,300	\$ -	\$ 13,993	91.46%
03-5-07-50021	Benefits-PERS	\$ 25,000	\$ 248	\$ 9,244	36.98%
03-5-07-50022	Benefits-PERS Employer	\$ 40,000	\$ 2,775	\$ 18,758	46.89%
03-5-07-50023	Benefits-Uniforms	\$ 2,400	\$ 184	\$ 1,503	62.64%
03-5-07-50024	Benefits-Vacation & Sick Pay	\$ 2,000	\$ 346	\$ 2,217	110.86%
03-5-07-50025	Benefits-Boot Allowance	\$ 1,600	\$ -	\$ 338	21.12%
03-5-07-51003	R&M - Structures	\$ 225,000	\$ 18,463	\$ 177,134	78.73%
03-5-07-51140	General Supplies & Expenses	\$ 1,000	\$ -	\$ 710	70.95%
03-5-07-51241	Lift Station #1	\$ 70,000	\$ 3,252	\$ 38,361	54.80%
03-5-07-51242	Lift Station #2	\$ 30,000	\$ 845	\$ 8,989	29.96%
03-5-07-51243	Lift Station #3	\$ 15,000	\$ 250	\$ 3,474	23.16%
03-5-07-51244	Lift Station #4	\$ 50,000	\$ 535	\$ 6,587	13.17%
03-5-07-51248	Lift Station #8	\$ 3,000	\$ 85	\$ 2,118	70.61%
03-5-07-54111	Pretreatment	\$ 66,000	\$ -	\$ 39,991	60.59%
	<b>ENVIRONMENTAL CONTROL TOTAL</b>	<b>\$ 1,256,463</b>	<b>\$ 82,481</b>	<b>\$ 716,462</b>	<b>57.02%</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	\$ -	\$ 423,936	100.00%
03-5-40-57204	Debt Service - Principal - WISE	\$ 130,782	\$ 130,782	\$ 130,782	100.00%
03-5-40-57205	Debt Service - Principal - R 10.3	\$ 38,318	\$ 38,318	\$ 38,318	100.00%
03-5-40-57206	Debt Service - Principal - Crow & B12-1	\$ 15,014	\$ 14,983	\$ 14,983	99.79%
03-5-40-57403	Debt Service - Interest	\$ 1,061,707	\$ 76,669	\$ 1,026,151	96.65%
	<b>40 - Debt</b>	<b>\$ 3,869,281</b>	<b>\$ 260,752</b>	<b>\$ 3,833,694</b>	<b>99.08%</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>	
				\$ 9,969,443	
	<b>TOTAL SEWER EXPENSES</b>	<b>\$ 12,132,940</b>	<b>\$ 967,030</b>	<b>\$ 9,969,443</b>	<b>82.17%</b>

FY 2017-18 Recycled Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Mar '18	Year to Date	%
04-5-06-50010	Labor-Recycled Water	\$ 343,507	\$ 50,803	\$ 287,639	83.74%
04-5-06-50012	Director Fees	\$ 5,000	\$ -	\$ -	0.00%
04-5-06-50013	Benefits-FICA	\$ 20,000	\$ 3,971	\$ 22,021	110.11%
04-5-06-50014	Benefits-Life Insurance	\$ 1,820	\$ 66	\$ 479	26.30%
04-5-06-50016	Benefits-Health & Def Comp	\$ 30,000	\$ 9,733	\$ 65,735	219.12%
04-5-06-50017	Benefits-Disability Insurance	\$ 3,300	\$ 636	\$ 3,597	109.01%
04-5-06-50019	Benefits-Workers Compensation	\$ 4,000	\$ -	\$ 9,135	228.38%
04-5-06-50021	Benefits-PERS Employee	\$ 11,000	\$ 486	\$ 10,585	96.22%
04-5-06-50022	Benefits-PERS Employer	\$ 18,243	\$ 3,240	\$ 19,597	107.42%
04-5-06-50023	Benefits-Uniforms	\$ 1,365	\$ 62	\$ 479	35.10%
04-5-06-50024	Benefits-Vacation & Sick Pay	\$ 500	\$ 78	\$ 344	68.78%
04-5-06-50025	Benefits-Boots	\$ 910	\$ -	\$ 200	21.98%
04-5-06-51003	R & M-Structures	\$ 25,000	\$ 111	\$ 29,018	116.07%
04-5-06-51011	R & M-Valves	\$ 5,000	\$ -	\$ -	0.00%
04-5-06-51020	R & M-Pipelines	\$ 5,000	\$ -	\$ 1,044	20.88%
04-5-06-51021	R & M-Service Lines	\$ 15,000	\$ -	\$ 1,024	6.83%
04-5-06-51022	R & M-Fire Hydrants	\$ 1,000	\$ -	\$ 271	27.14%
04-5-06-51030	R & M-Meters/Backflows	\$ 9,000	\$ -	\$ 9,198	102.20%
04-5-06-51140	General Supplies & Expenses	\$ 2,500	\$ -	\$ 6,232	249.27%
04-5-06-51210	Utilities-Power Purchasess	\$ 85,000	\$ 7,576	\$ 47,994	56.46%
04-5-06-54002	Dues & Subscriptions	\$ 4,000	\$ -	\$ 1,688	42.20%
04-5-06-54005	Computer Expense	\$ 9,000	\$ -	\$ 10,298	114.43%
04-5-06-54011	Printing & Publications	\$ -	\$ 96	\$ 131	N/A
04-5-06-54012	Education & Training	\$ 4,000	\$ 35	\$ 4,352	108.81%
04-5-06-54014	Public Relations	\$ 2,000	\$ -	\$ 1,057	52.83%
04-5-06-54016	Travel Related Expenses	\$ 2,500	\$ 15	\$ 3,893	155.73%
04-5-06-54017	Certifications & Renewals	\$ 500	\$ 180	\$ 1,221	244.20%
04-5-06-54019	Licenses & Permits	\$ 20,000	\$ -	\$ 11,156	55.78%
04-5-06-54020	Meeting Related Expenses	\$ 1,000	\$ -	\$ 998	99.80%
04-5-06-54022	Utilities - YVWD Services	\$ 25,000	\$ -	\$ 19,992	79.97%
04-5-06-54025	Utilities - Telephone & Internet	\$ 1,500	\$ -	\$ 1,459	97.27%
04-5-06-54010	Contractual Services	\$ 8,400	\$ 1,508	\$ 3,776	44.95%
04-5-06-54107	Legal	\$ 1,250	\$ -	\$ -	0.00%
04-5-06-54108	Audit & Accounting	\$ 2,500	\$ -	\$ 1,950	78.00%
04-5-06-54109	Professional Fees	\$ 40,000	\$ -	\$ 59,409	148.52%
04-5-06-54110	Laboratory Services	\$ -	\$ -	\$ -	
04-5-06-55500	Depreciation	\$ 8,000	\$ 665	\$ 6,005	75.06%
	Infrastructure Replacement	\$ 25,000	\$ 2,083	\$ 18,747	74.99%
04-5-06-56001	Insurance	\$ 20,000	\$ 1,749	\$ 15,743	78.72%
04-5-06-57030	Regulatory Compliance	\$ 40,000	\$ -	\$ 16,204	40.51%
04-5-06-57040	Environmental Compliance	\$ 9,000	\$ -	\$ -	0.00%
				\$ 692,673	
	<b>TOTAL RECYCLED EXPENSES</b>	<b>\$ 810,795</b>	<b>\$ 83,093</b>	<b>\$ 692,673</b>	<b>85.43%</b>



**Date:** April 10, 2018  
**From:** Allison M. Edmisten, Chief Financial Officer  
**Subject:** Presentation of Budget Adjustments for Fiscal Year 2017-18

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The following are adjustments to the 2017-18 Modified budget based on trending and/or items that were not anticipated when the initial budget was adopted in June 2017 nor when the first group of budget adjustments was approved in November 2017.

For all three funds (water, sewer, and recycled) there is a slight increase in both revenue and expenses as a result of Interest Revenue trending higher than initially anticipated. After the adjustments, this continues to be a balanced budget.

District staff will continue to do budget adjustments twice each fiscal year. This will be the last adjustment for Fiscal Year 2017-18.



## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
<b>OPERATING REVENUE:</b>					
Potable Water - Commodity Charge	02-40010	5,912,971		5,912,971	
Construction Water - Commodity Charge	02-40011	20,000		20,000	
Imported Water - San Gorgonio Pass W.A.	02-40012	250,000		250,000	
Imported Water - San Bernardino Valley M.W.D.	02-40013	850,000		850,000	
Potable Water - Commodity Multi-Unit Discount	02-40014	(100,000)		(100,000)	
Water Wholesale Revenue	02-40015	300,000		300,000	
Water Service Establishment Fee	02-40016	5,000		5,000	
Potable Water - Service Demand Charge	02-41000	3,200,000		3,200,000	
Fire Service Standby Fee	02-41001	45,000		45,000	
Construction Water - Service Charge	02-41003	15,000		15,000	
Potable Water - Service Charge Multi-Unit Discount	02-41005	(135,000)		(135,000)	
Unauthorized Use of Water Charges	02-41010	2,000		2,000	
Water Meter & Service Installation Charges	02-41110	75,000		75,000	
Fire Flow Measurements & Reports	02-41112	3,500		3,500	
Disconnection and Reconnection Charges	02-41113	125,000		125,000	
Delinquent Payment Charges	02-41121	125,000		125,000	
Management & Accounting Services	02-42123	189,000		189,000	
Bad Debt Write-Off & Recovery	02-42124	(20,000)		(20,000)	
<b>Total Operating Revenue</b>		10,862,471	-	10,862,471	
<b>NON-OPERATING REVENUE:</b>					
Transfer - Reserve Fund to Asset Acquisition		-		-	
Transfer - Reserve Fund		-		-	
Transfer - Rate Stabilization Fund to Water Division		-		-	
Interest Earned	02-43010	50,000	12,000	62,000	Interest Earned is trending higher than budgeted. This increase will offset the increase needed in expenses.
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	12,000	3,073,700	
<b>TOTAL WATER REVENUE</b>		<b>13,924,171</b>		<b>13,936,171</b>	

## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	
<b>OPERATING EXPENSE:</b>					
Water Resource Department		4,902,900	467,700	5,370,600	
Public Works Department		3,044,488	(494,000)	2,550,488	
Administration Department		3,681,118	38,300	3,719,418	
Long-Term Debt Obligations		2,295,665		2,295,665	
Asset Acquisition		-		-	
<b>Total Operating Expense</b>		<b>13,924,171</b>	<b>12,000</b>	<b>13,936,171</b>	
<b>TOTAL WATER EXPENSES</b>		<b>13,924,171</b>		<b>13,936,171</b>	

**WATER RESOURCE DEPARTMENT**

Labor	02-5-01-50010	832,563		832,563	
Benefits	02-5-01-500xx	399,337		399,337	
Repair & Maintenance - Structures	02-5-01-51003	275,000	250,000	525,000	Significant expenses related to SCADA, reservoirs, wells, and fixing gabions resulted in expenses exceeding the budget.
Repair & Maintenance - Valves	02-5-01-51011	30,000		30,000	
General Supplies & Expenses	02-5-01-51140	1,000	1,500	2,500	Purchase of a backflow test gauge as well as other minor purchases resulted in expenses trending higher than budget.
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	106,200	1,206,200	Imported Water Purchases are trending slightly higher than initially budgeted.
Licenses & Permits	02-5-01-54019	25,000	45,000	70,000	Annual SWRCB fees were more than the initial budget without allowing for any other expenses.
Laboratory Services	02-5-01-54110	85,000	(35,000)	50,000	This line item is trending lower than budget and the reduction will offset increases in other line items.
Operation, Repair & Maintenance - YVRWFF	02-5-01-57040	750,000	100,000	850,000	One time expenses such as Device Net conversion with Qversa and modules from Pall Corp, resulted in expenses trending higher than initially budgeted.
<b>Sub-Total Water Resource Department</b>		<b>4,902,900</b>	<b>467,700</b>	<b>5,370,600</b>	

**PUBLIC WORKS DEPARTMENT**

Labor	02-5-03-50010	1,503,049	(500,000)	1,003,049	Labor expenses are trending lower than budgeted due to vacancies throughout the year.
Benefits	02-5-03-500xx	757,180		757,180	
Repair & Maintenance - Vehicles & Equipment	02-5-03-51001	230,000		230,000	
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	

## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
Repair & Maintenance - Fire Hydrants	02-5-03-51022	40,000		40,000	
<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	28,259		28,259	
General Supplies & Expenses	02-5-03-51140	1,000	6,000	7,000	One time expenses related to new building resulted in expenses higher than budgeted.
<b>Sub-Total Utility Services Department</b>		<b>3,044,488</b>	<b>(494,000)</b>	<b>2,550,488</b>	

#### ADMINISTRATION DEPARTMENT

Labor	02-5-06-50010	792,038	(250,000)	542,038	Labor expenses are trending lower than budgeted due to vacancies throughout the year.
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	45,000	150,000	195,000	A budget increase is necessary due to the remaining one-time expenses for the new building as well as various light replacements throughout the complex.
Safety Equipment & Supplies	02-5-06-51120	25,000		25,000	
Petroleum Products	02-5-06-51125	100,000	6,000	106,000	Current year trending plus remaining year estimates are trending higher than budgeted.
Office Supplies	02-5-06-51130	30,000		30,000	
General Supplies & Expenses	02-5-06-51140	35,000	19,000	54,000	Current year trending plus remaining year estimates are trending higher than budgeted.
Electricity	02-5-06-51211	30,000	30,000	60,000	Current year trending plus remaining year estimates are trending higher than budgeted.
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	25,000	125,000	Various equipment purchases as well as set up for AMI resulted in expenses trending higher than budgeted.
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	5,000	15,000	Travel related to training conferences for employees exceeded the budgeted amount.
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	

## WATER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
Conservatin & Rebates	02-5-06-54099	10,000	12,800	22,800	The increase in budget will cover the annual amount needed for the cost sharing portion for our District for community outreach.
Contractual Services	02-5-06-54104	80,000	50,000	130,000	Current year trending plus remaining year estimates are trending higher than budgeted as well as new performance evaluation software.
Legal	02-5-06-54107	40,000	20,500	60,500	Due to various legal cases throughout the year, expenses have trended higher than budgeted.
Audit & Accounting	02-5-06-54108	16,000		16,000	
<b>ADMINISTRATION DEPARTMENT (CON'T)</b>					
Professional Fees	02-5-06-54109	165,000		165,000	
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	(8,000)	7,000	Current year trending plus remaining year estimates are trending lower than budgeted.
Election Related Expenses	02-5-06-57090	-		-	
Beaumont Basin Watermaster	02-5-06-57096	50,000	(22,000)	28,000	Current year trending plus remaining year estimates are trending lower than budgeted.
<b>Sub-Total Administration Department</b>		<b>3,681,118</b>	<b>38,300</b>	<b>3,719,418</b>	
<b>LONG-TERM DEBT</b>					
Debt Service - Series 2015A Principal	02-5-40-57201	1,065,000	604,000	1,669,000	There is no remaining principal due for the rest of the fiscal year, but the line item is currently over budget. This increase is offset by decrease in Interest (G/L #02-5-40-57402).
Debt Service - Interest - Bond Repayment	02-5-40-57402	1,230,665	(605,000)	625,665	There is not any remaining interest due for the rest of the fiscal year. 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>(1,000)</b>	<b>2,294,665</b>	
<b>ASSET ACQUISITION</b>					
Water Department	02-5-40-57001	-		-	
Utility Services Department	02-5-40-57003	-		-	
Administration	02-5-40-57006	-		-	
<b>Sub-Total Asset Acquisition</b>		<b>-</b>	<b>-</b>	<b>-</b>	

## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 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		0	
Penalty Late Charges	03-41121	129,925		129,925	
Revenue-Other, Operating	03-42122	3,250	(1,300)	1,950	This line item is trending lower than budgeted.
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>(1,300)</b>	<b>11,840,140</b>	
<b>NON-OPERATING REVENUE:</b>					
Transfer - Reserve Fund to Asset Acquisition		-		-	
Transfer - Reserve Fund		0		0	
Rate Stabilization Fund Transfer In		0		0	
Interest Earned	03-43010	35,000	24,000	59,000	Interest Earned is trending higher than budgeted. This increase will offset other reductions in revenue.
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)	-	There has not been any revenue year to date, this budget line item will be reduced to reflect that.
	<b>Total Non-Operating Revenue</b>	<b>291,500</b>	<b>4,000</b>	<b>295,500</b>	
	<b>TOTAL SEWER REVENUE</b>	<b>12,132,940</b>		<b>12,135,640</b>	
<b>OPERATING EXPENSE:</b>					
Treatment		3,631,043	299,700	3,930,743	
Administration		3,376,153	(130,000)	3,246,153	
Environmental Control		1,256,463	(132,000)	1,124,463	
Debt Service		3,869,281	(35,000)	3,834,281	
Asset Acquisition		-	-	-	
	<b>Total Operating Expense</b>	<b>12,132,940</b>	<b>2,700</b>	<b>12,135,640</b>	
	<b>TOTAL SEWER EXPENSES</b>	<b>12,132,940</b>		<b>12,135,640</b>	

## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
<b>TREATMENT</b>					
Labor	03-5-02-50010	878,548		878,548	
Benefits	03-5-02-500xx	405,495		405,495	
Repair and Maintenance - Structures	03-5-02-51003	275,000	208,200	483,200	There were a number of one-time repairs made for items not initially included in the budget (e.g. muffin monster, bioassay, SAGE, pumps, clarifiers, transformers, etc.)
Automation Control	03-5-02-51010	80,000		80,000	
Chemicals	03-5-02-51106	500,000	86,000	586,000	Chemical expenses are trending higher than initially budgeted.
Propane	03-5-02-51111	10,000		10,000	
Laboratory Supplies	03-5-02-51115	30,000	4,500	34,500	Supply expenses are trending slightly higher than budgeted.
General Supplies & Expenses	03-5-02-51140	2,000	1,000	3,000	Strainer purchased in January that was not anticipated in budget.
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>3,631,043</b>	<b>299,700</b>	<b>3,930,743</b>	
<b>ADMINISTRATION</b>					
Labor	03-5-06-50010	707,579	(150,000)	557,579	Labor expenses are trending lower than budgeted due to vacancies throughout the year.
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	10,000	17,000	Travel expenses related to conferences were more than initially budgeted.
Certifications & Renewals	03-5-06-54017	7,500		7,500	

## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
Licenses & Permits	03-5-06-54019	62,500	5,000	67,500	Although these expenses trended high in the beginning of the year, there are not many expenses anticipated for the remainder of the year.
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	
<b>ADMINISTRATION (CONT')</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	5,000	55,000	Although these expenses trended high in the beginning of the year, there are not many expenses anticipated for the remainder of the year.
<b>Sub-Total Administration</b>		<b>3,376,153</b>	<b>(130,000)</b>	<b>3,246,153</b>	
<b>ENVIRONMENTAL CONTROL</b>					
Labor	03-5-07-50011	524,161	(100,000)	424,161	Labor expenses are trending lower than budgeted due to vacancies throughout the year.
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	(5,000)	65,000	Current year trending plus remaining year estimates are trending lower than budgeted.
Lift Station No. 2	03-5-07-51242	30,000	(10,000)	20,000	Current year trending plus remaining year estimates are trending lower than budgeted.
Lift Station No. 3	03-5-07-51243	15,000	(3,000)	12,000	Current year trending plus remaining year estimates are trending lower than budgeted.
Lift Station No. 4	03-5-07-51244	50,000	(18,000)	32,000	Current year trending plus remaining year estimates are trending lower than budgeted.
Lift Station No. 8	03-5-07-51248	3,000	4,000	7,000	Current year trending plus remaining year estimates are trending higher than budgeted.
Professional Fees	03-5-07-54109	66,000		66,000	
Laboratory Services	03-5-07-54110	-		-	
<b>Sub-Total Environmental Control</b>		<b>1,256,463</b>	<b>(132,000)</b>	<b>1,124,463</b>	

## SEWER DIVISION BUDGET

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
<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	15,014		15,014	
Debt Service - Interest	03-5-40-57403	1,061,707	(35,000)	1,026,707	The modified budget amount is more than needed for the year. This decrease will offset the increase in other expenses.
Debt Service - Rate Stabilization Fund	57006.03.06	-		-	
<b>Sub-Total Long-Term Debt</b>		<b>3,869,281</b>	<b>(35,000)</b>	<b>3,834,281</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	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	
<b>OPERATING REVENUE:</b>					
Recycled Water - Commodity Charge	04-40010	565,795		565,795	
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>667,295</b>	<b>-</b>	<b>667,295</b>	
<b>NON-OPERATING REVENUE:</b>					
Transfer - Reserve Fund	--	-		-	
Interest Earned	04-43010	10,000	3,000	13,000	Interest Earned is trending higher than budgeted. This increase will offset the increase needed in expenses.
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>3,000</b>	<b>146,500</b>	
<b>TOTAL RECYCLED WATER REVENUE</b>		<b>810,795</b>		<b>813,795</b>	
<b>OPERATING EXPENSES:</b>					
Labor - Recycled Water	04-5-06-50010	343,507		343,507	
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	
General Supplies and Expenses	04-5-06-51140	2,500	6,000	8,500	The budget amount for this line item was not sufficient for the annual expenses anticipated. The annual total for quarterly analysis bank charges are approximately \$5,000.
Utilities - Power Purchases	04-5-06-51210	85,000	(15,000)	70,000	This line item is trending lower than budget and the reduction will offset increases in other line items.
Dues & Subscriptions	04-5-06-54002	4,000		4,000	

## RECYCLED WATER DIVISION

### Fiscal Year 2018

	G/L Number	Modified Budget as of December 2017	Budget Adjustment April 2018	Modified Budget Fiscal Year 2018	Explanation
Computer Expense	04-5-06-54005	9,000	5,000	14,000	Annual license fees as well as other various computer expenses are trending higher than budgeted. This will bring the budget inline with anticipated expenses.
Printing & Publications	04-5-06-54011	-		-	
Education & Training	04-5-06-54012	4,000	1,000	5,000	One time conference expenses for two people resulted in expenses trending higher than the budget.
Public Relations	04-5-06-54014	2,000		2,000	
Travel & Meeting Related Expenses	04-5-06-54016	2,500	4,000	6,500	Travel expenses for conferences were higher than initially budgeted.
Certifications & Renewals	04-5-06-54017	500	1,500	2,000	Backflow testing expenses were higher than anticipated.
Licenses & Permits	04-5-06-54019	20,000		20,000	
Meeting Related Expenses	04-5-06-54020	1,000	1,500	2,500	Expenses are trending higher than the budget.
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	40,000	21,000	61,000	Expenses are trending higher than the budget as a result of costs related to Title 22.
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	40,000	(15,000)	25,000	Although a budget adjustment increasing this line item was approved in November, expenses have significantly decreased and are anticipated to remain within initial budget.
Environmental Compliance	04-5-06-57040	9,000	(7,000)	2,000	There have not been any expenses year to date, this budget line item will be reduced to help offset other increases.
<b>Total Operating Expense</b>		<b>810,795</b>	<b>3,000</b>	<b>813,795</b>	
<b>TOTAL RECYCLED WATER EXPENSES</b>		<b>810,795</b>		<b>813,795</b>	



**Date:** April 10, 2018  
**From:** Kathryn Hallberg, Management Analyst  
**Subject:** Review of a Proposal for Environmental Liability Insurance for Sewer and Brineline Operations

---

The District staff has been reviewing the addition of environmental liability insurance to specifically provide coverage for 232 miles of sewer pipelines, 5 lift stations, and 19 miles of brineline. The District requested a quote from Alliant Insurance Services.

The proposed environmental liability insurance would include coverage for:

- Clean up of affected sites;
- Emergency Response;
- Environmental Crisis;
- Insured Location;
- Non-Owned Site;
- Transportation;
- Covered Operations;
- Defense, Supplementary Payments and Settlement; and
- Terrorism - Optional.

The attached quote is attached.



# Yucaipa Valley Water District

## Environmental Legal Liability Policy Proposal

2018 – 2019

### Environmental Legal Liability Policy Proposal

Seth Cole, ARM  
Senior Vice President

Alliant Insurance Services, Inc.  
100 Pine Street, 11<sup>th</sup> Floor  
San Francisco, CA 94111  
O 415 403 1400  
F 415 402 0773

CA License No. 0C36881

[www.alliant.com](http://www.alliant.com)



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## Company Profile

With a history dating back to 1925, Alliant Insurance Services is one of the nation's leading distributors of diversified insurance products and services. Operating through a national network of offices, Alliant offers a comprehensive portfolio of services to clients, including:

- Risk Solutions
- Employee Benefits
  - Strategy
  - Employee Engagement
  - Procurement
  - Analytics
  - Wellness
  - Compliance
  - Benefits Administration
  - Global Workforce
- Industry Solutions
  - Construction
  - Energy and Marine
  - Healthcare
  - Law Firms
  - Public Entity
  - Real Estate
  - Tribal Nations
  - And many other industries
- Co-Brokered Solutions
  - Automotive Specialty
  - Energy Alliance Program
  - Hospital All Risk Property Program
  - Law Firms
  - Parking/Valet
  - Public Entity Property Insurance Program
  - Restaurants/Lodging
  - Tribal Nations
  - Waste Haulers/Recycling
- Business Services
  - Risk Control Consulting
  - Human Resources Consulting
  - Property Valuation

The knowledge that Alliant has gained in its more than eight decades of working with many of the top insurance companies in the world allows us to provide our clients with the guidance and high-quality performance they deserve. Our solution-focused commitment to meeting the unique needs of our clients assures the delivery of the most innovative insurance products, services, and thinking in the industry.

Alliant ranks among the 15 largest insurance brokerage firms in the United States.



## Alliant Advantage

	Alliant	Competition
1. Satisfying the insurance needs of business for nearly 90 years	✓	
2. Privately owned and operated.	✓	
3. A full-service insurance agency for all your business, life and health, and personal insurance.	✓	
4. Representing over 40 insurance companies to provide the best and most affordable coverage.	✓	
5. State-licensed support staff.	✓	
6. Dedicated Certificate of Insurance personnel.	✓	
7. Risk management services to help identify hazards and present options.	✓	
8. Workers' compensation insurance claims management at no additional charge.	✓	



## Your Service Team

**Seth Cole, ARM**  
Senior Vice President  
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Phone: (415) 403-1419  
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**Thary Ou**  
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## Named Insured / Additional Named Insureds

### Named Insured(s)

Yucaipa Valley Water District  
 12770 Second Street  
 Yucaipa, CA 92399

- 19 miles of brineline pipeline transporting brine from YVWD water recycling facility in Yucaipa, via Live Oak Canyon, San Timoteo Canyon, Loma Linda and San Bernardino.
- 232 miles of sewer lines, including 5 lift stations.

### Additional Named Insured(s)

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#### NAMED INSURED DISCLOSURE

- The first named insured is granted certain rights and responsibilities that do not apply to other policy named insureds and is designated to act on behalf of all insureds for making policy changes, receiving correspondence, distributing claim proceeds, and making premium payments.
- **Are ALL entities listed as named insureds?** Coverage is not automatically afforded to all entities unless specifically named. Confirm with your producer and service team that all entities to be protected are on the correct policy. Not all entities may be listed on all policies based on coverage line.
- Additional named insured is (1) A person or organization, other than the first named insured, identified as an insured in the policy declarations or an addendum to the policy declarations. (2) A person or organization added to a policy after the policy is written with the status of named insured. This entity would have the same rights and responsibilities as an entity named as an insured in the policy declarations (other than those rights and responsibilities reserved to the first named insured).
- Applies to Professional Liability, Pollution Liability, Directors & Officers Liability, Employment Practices Liability, Fiduciary Liability policies (this list not all inclusive). Check your Policy language for applicability. These policies provide protection to the Named Insured for claims made against it alleging a covered wrongful act. Coverage is not afforded to any other entities (unless specifically added by endorsement or if qualified as a "Subsidiary" pursuant to the policy wording) affiliated by common individual insured ownership or to which indemnification is otherwise contractually owed. If coverage is desired for affiliated entities or for contractual indemnities owed, please contact your Alliant Service Team with a full list of entities for which coverage is requested. With each request, include complete financials and ownership information for submission to the carrier. It should be noted, that the underwriter's acceptance of any proposed amendments to the policy, including expansion of the scope of "Insureds" under the policy could result in a potential diminution of the applicable limits of liability and/or an additional premium charge.



## Line of Coverage

### Environmental Legal Liability Policy – Aspen Specialty Insurance Company

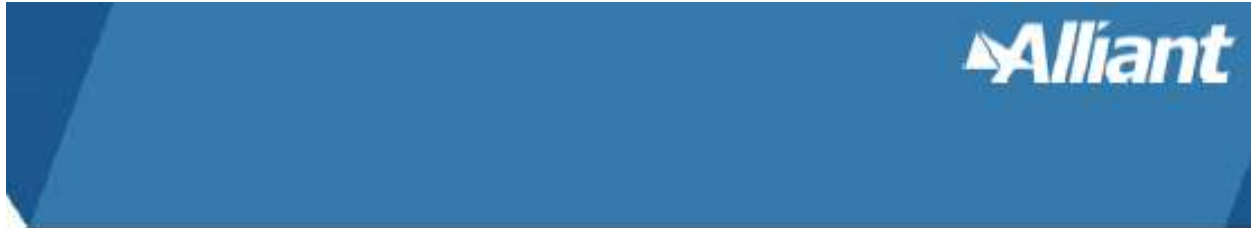
<b>INSURANCE COMPANY:</b>	Aspen Specialty Insurance Company
<b>A.M. BEST RATING:</b>	A (Excellent), XV, November 11, 2016
<b>STANDARD &amp; POOR'S RATING:</b>	N/A
<b>STATE COVERED STATUS:</b>	California (Non-Admitted)
<b>PROPOSED TERM:</b>	TBD

Coverage Form: ASPER110 0114 Environmental Legal Liability

**Limits / Deductible:**

***Environmental Legal Liability  
Option #1 - \$1,000,000 Limit***

Insuring Agreement A	\$	1,000,000	Per Incident Limit
1a Clean up			
1b Emergency Response			
1c Environmental Crisis*			
2a Insured Location			
2b Non-Owned Site			
2c Transportation			
2d Covered Operations			
 B. Defense, Supplementary Payments and Settlement			
1c Environmental Crisis	\$	250,000	Per Incident Limit Shall not erode the aggregate limit of liability
 Total Policy Aggregate Limit	\$	1,000,000	
 Per Incident Deductible	\$	25,000	
 Total Premium:	\$	25,000.00	Policy Premium
<i>(Option #1)</i>	\$	750.00	Terrorism <i>(Optional)</i> + SLTF
	\$	750.00	Surplus Lines Tax
	\$	50.00	Surplus Lines Fee
	\$	26,550.00	<b>Total Annual Premium</b>



**Environmental Legal Liability**  
**Option #2 - \$3,000,000 Limit**

Insuring Agreement A	\$	3,000,000	Per Incident Limit
1a Clean up			
1b Emergency Response			
1c Environmental Crisis*			
2a Insured Location			
2b Non-Owned Site			
2c Transportation			
2d Covered Operations			
 B. Defense, Supplementary Payments and Settlement			
1c Environmental Crisis	\$	250,000	Per Incident Limit Shall not erode the aggregate limit of liability
 Total Policy Aggregate Limit	 \$	 3,000,000	
 Per Incident Deductible	 \$	 25,000	
 Total Premium:	 \$	 37,000.00	 Policy Premium
(Option #2)	\$	1,110.00	Terrorism (Optional) + SLTF
	\$	1,110.00	Surplus Lines Tax
	\$	74.00	Surplus Lines Fee
	\$	39,294.00	Total Annual Premium

**Environmental Legal Liability**  
**Option #3 - \$5,000,000 Limit**

Insuring Agreement A	\$	5,000,000	Per Incident Limit
1a Clean up			
1b Emergency Response			
1c Environmental Crisis*			
2a Insured Location			
2b Non-Owned Site			
2c Transportation			
2d Covered Operations			
 B. Defense, Supplementary Payments and Settlement			
1c Environmental Crisis	\$	250,000	Per Incident Limit Shall not erode the aggregate limit of liability



Total Policy Aggregate Limit	\$	5,000,000	
Per Incident Deductible	\$	25,000	
<b>Total Premium:</b>	\$	50,000.00	Policy Premium
<i>(Option #3)</i>	\$	1,500.00	Terrorism <i>(Optional)</i> + SLTF
	\$	1,500.00	Surplus Lines Tax
	\$	100.00	Surplus Lines Fee
	\$	53,100.00	<b>Total Annual Premium</b>

**Environmental Legal Liability**  
*Option #4 - \$10,000,000 Limit*

Insuring Agreement A	\$	10,000,000	Per Incident Limit
1a Clean up			
1b Emergency Response			
1c Environmental Crisis*			
2a Insured Location			
2b Non-Owned Site			
2c Transportation			
2d Covered Operations			
<b>B. Defense, Supplementary Payments and Settlement</b>			
1c Environmental Crisis	\$	250,000	Per Incident Limit Shall not erode the aggregate limit of liability
Total Policy Aggregate Limit	\$	10,000,000	
Per Incident Deductible	\$	25,000	
<b>Total Premium:</b>	\$	100,000.00	Policy Premium
<i>(Option #4)</i>	\$	3,000.00	Terrorism <i>(Optional)</i> + SLTF
	\$	3,000.00	Surplus Lines Tax
	\$	2,000.00	Surplus Lines Fee
	\$	108,000.00	<b>Total Annual Premium</b>



**In addition to the Policy form, the following endorsements apply:**

Environmental Legal Liability Policy Declarations Page .....	ASPER109 DEC 0114
Signature Page .....	ASPCO098 0213
Schedule of Applicable Forms .....	ASPER027 0709
California Notice .....	SK-AK 0612
Exclusion of Certified Acts of Terrorism (If TRIA Rejected) .....	ASPER102 0115
Cap on Losses From Certified Acts of Terrorism (if TRIA Selected) .....	ASPER098 0115
Disclosure Pursuant to Terrorism Risk Insurance Act (if TRIA Selected) .....	IL 09 85 01 15
NBCR Terrorism Exclusion .....	ASPCO023 1012
Schedule of Crisis Management Firms Endorsement .....	ASPER338 0114
Aspen Environmental Emergency Response Hotline .....	ASPER431 1214
100% Minimum Earned Premium .....	ASPER275 0114
Retroactive Date Endorsement .....	ASPER428 0814
Scheduled Insured Locations Endt .....	ASPER340 0114
Microbial Matter and Legionella Pneumophila Exclusion .....	ASPER321 0114
Self – Insured Retention .....	ASPER346 0014

**See Disclaimer Pages for Important Notices and Acknowledgement**



## Disclosures

This proposal of insurance is provided as a matter of convenience and information only. All information included in this proposal, including but not limited to personal and real property values, locations, operations, products, data, automobile schedules, financial data and loss experience, is based on facts and representations supplied to Alliant Insurance Services, Inc. by you. This proposal does not reflect any independent study or investigation by Alliant Insurance Services, Inc. or its agents and employees.

Please be advised that this proposal is also expressly conditioned on there being no material change in the risk between the date of this proposal and the inception date of the proposed policy (including the occurrence of any claim or notice of circumstances that may give rise to a claim under any policy which the policy being proposed is a renewal or replacement). In the event of such change of risk, the insurer may, at its sole discretion, modify, or withdraw this proposal, whether or not this offer has already been accepted.

This proposal is not confirmation of insurance and does not add to, extend, amend, change, or alter any coverage in any actual policy of insurance you may have. All existing policy terms, conditions, exclusions, and limitations apply. For specific information regarding your insurance coverage, please refer to the policy itself. Alliant Insurance Services, Inc. will not be liable for any claims arising from or related to information included in or omitted from this proposal of insurance.

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income that Alliant may earn on a placement, are available on our website at [www.alliant.com](http://www.alliant.com). For a copy of our policy or for any inquiries regarding compensation issues pertaining to your account you may also contact us at: Alliant Insurance Services, Inc., Attention: General Counsel, 701 B Street, 6th Floor, San Diego, CA 92101.

Analyzing insurers' over-all performance and financial strength is a task that requires specialized skills and in-depth technical understanding of all aspects of insurance company finances and operations. Insurance brokerages such as Alliant Insurance typically rely upon rating agencies for this type of market analysis. Both A.M. Best and Standard and Poor's have been industry leaders in this area for many decades, utilizing a combination of quantitative and qualitative analysis of the information available in formulating their ratings.

A.M. Best has an extensive database of nearly 6,000 Life/Health, Property Casualty and International companies. You can visit them at [www.ambest.com](http://www.ambest.com). For additional information regarding insurer financial strength ratings visit Standard and Poor's website at [www.standardandpoors.com](http://www.standardandpoors.com).

Our goal is to procure insurance for you with underwriters possessing the financial strength to perform. Alliant does not, however, guarantee the solvency of any underwriters with which insurance or reinsurance is placed and maintains no responsibility for any loss or damage arising from the financial failure or insolvency of any insurer. We encourage you to review the publicly available information collected to enable you to make an informed decision to accept or reject a particular underwriter. To learn more about companies doing business in your state, visit the Department of Insurance website for that state.



## NY Regulation 194

Alliant Insurance Services, Inc. is an insurance producer licensed by the State of New York. Insurance producers are authorized by their license to confer with insurance purchasers about the benefits, terms and conditions of insurance contracts; to offer advice concerning the substantive benefits of particular insurance contracts; to sell insurance; and to obtain insurance for purchasers. The role of the producer in any particular transaction typically involves one or more of these activities.

Compensation will be paid to the producer, based on the insurance contract the producer sells. Depending on the insurer(s) and insurance contract(s) the purchaser selects, compensation will be paid by the insurer(s) selling the insurance contract or by another third party. Such compensation may vary depending on a number of factors, including the insurance contract(s) and the insurer(s) the purchaser selects. In some cases, other factors such as the volume of business a producer provides to an insurer or the profitability of insurance contracts a producer provides to an insurer also may affect compensation.

The insurance purchaser may obtain information about compensation expected to be received by the producer based in whole or in part on the sale of insurance to the purchaser, and (if applicable) compensation expected to be received based in whole or in part on any alternative quotes presented to the purchaser by the producer, by requesting such information from the producer.

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## Other Disclosures / Disclaimers

### FATCA:

The Foreign Account Tax Compliance Act (FATCA) requires the notification of certain financial accounts to the United States Internal Revenue Service. Alliant does not provide tax advice so please contact your tax consultant for your obligation regarding FATCA.

### Claims Reporting:

Your policy will come with specific claim reporting requirements. Please make sure you understand these obligations. Contact your Alliant Service Team with any questions.

### Claims Made Policy:

*(Applicable to any coverage that is identified as claims made)*

This claims-made policy contains a requirement stating that this policy applies only to any claim first made against the Insured and reported to the insurer during the policy period or applicable extended reporting period. Claims must be submitted to the insurer during the policy period, or applicable extended reporting period, as required pursuant to the Claims/Loss Notification Clause within the policy in order for coverage to apply. Late reporting or failure to report pursuant to the policy's requirements could result in a disclaimer of coverage by the insurer.



## Other Disclosures / Disclaimers - Continued

### Claims Made Policy (D&O/EPL)

*(Applicable to any coverage that is identified as claims made)*

This claims-made policy contains a requirement stating that this policy applies only to any claim first made against the Insured and reported to the insurer during the policy period or applicable extended reporting period. Claims must be submitted to the insurer during the policy period, or applicable extended reporting period, as required pursuant to the Claims/Loss Notification Clause within the policy in order for coverage to apply. Late reporting or failure to report pursuant to the policy's requirements could result in a disclaimer of coverage by the insurer.

Any Employment Practices Liability (EPL) or Directors & Officers (D&O) with EPL coverage must give notice to the insurer of any charges / complaints brought by any state / federal agency (i.e. EEOC and similar proceedings) involving an employee. To preserve your rights under the policy, it is important that timely notice be given to the insurer, whether or not a right to sue letter has been issued.

### NRRA:

*(Applicable if the insurance company is non-admitted)*

The Non-Admitted and Reinsurance Reform Act (NRRA) went into effect on July 21, 2011. Accordingly, surplus lines tax rates and regulations are subject to change which could result in an increase or decrease of the total surplus lines taxes and/or fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes and/or fees must be promptly remitted to Alliant Insurance Services, Inc.

### Changes and Developments

It is important that we be advised of any changes in your operations, which may have a bearing on the validity and/or adequacy of your insurance. The types of changes that concern us include, but are not limited to, those listed below:

- Changes in any operations such as expansion to another states, new products, or new applications of existing products.
- Travel to any state not previously disclosed.
- Mergers and/or acquisition of new companies and any change in business ownership, including percentages.
- Any newly assumed contractual liability, granting of indemnities or hold harmless agreements.
- Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises either purchased, constructed or occupied
- Circumstances which may require an increased liability insurance limit.
- Any changes in fire or theft protection such as the installation of or disconnection of sprinkler systems, burglar alarms, etc. This includes any alterations to the system.
- Immediate notification of any changes to a scheduled of equipment, property, vehicles, electronic data processing, etc.
- Property of yours that is in transit, unless previously discussed and/or currently insured.





Other Disclosures / Disclaimers - Continued

Certificates / Evidence of Insurance

- A certificate is issued as a matter of information only and confers no rights upon the certificate holder. The certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by a policy. Nor does it constitute a contract between the issuing insurer(s), authorized representative, producer or certificate holder.
- You may have signed contracts, leases or other agreements requiring you to provide this evidence. In those agreements, you may assume obligations and/or liability for others (Indemnification, Hold Harmless) and some of the obligations that are not covered by insurance. We recommend that you and your legal counsel review these documents.

In addition to providing a certificate of insurance, you may be required to name your client or customer on your policy as an additional insured. This is only possible with permission of the insurance company, added by endorsement and, in some cases, an additional premium.

By naming the certificate holder as additional insured, there are consequences to your risks and insurance policy including:

- Your policy limits are now shared with other entities; their claims involvement may reduce or exhaust your aggregate limit.
- Your policy may provide higher limits than required by contract; your full limits can be exposed to the additional insured.
- There may be conflicts in defense when your insurer has to defend both you and the additional insured.

Shown above are the disclosures / disclaimers that are attached to all Property & Casualty insurance proposals. Please acknowledge receipt and review.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed / Typed Name



## Optional Coverages

The following represents a list of insurance coverages that are not included in this proposal, but are optional and may be available with further underwriting information.

Note some of these coverages may be included with limitations or insured elsewhere. This is a partial listing as you may have additional risks not contemplated here or are unique to your organization.

- Crime / Fidelity Insurance
- Directors & Officers Liability
- Earthquake Insurance
- Employed Lawyers
- Employment Practices Liability
- Event Cancellation
- Fiduciary Liability
- Fireworks Liability
- Flood Insurance
- Foreign Insurance
- Garage Keepers Liability
- Kidnap & Ransom
- Law Enforcement Liability
- Media and Publishers Liability
- Medical Malpractice Liability
- Network Security / Privacy Liability and Internet Media Liability
- Pollution Liability
- Owned/Non-Owned Aircraft
- Owned Watercraft
- Special Events Liability
- Student Accident
- Volunteer Accidental Death & Dismemberment (AD&D)
- Workers' Compensation
- Workplace Violence

## Glossary of Insurance Terms

Below are a few links to assist you in understanding the insurance terms you may find within your insurance coverages:

<http://insurancecommunityuniversity.com/UniversityResources/InsuranceGlossaryFREE.aspx>

<http://www.ambest.com/resource/glossary.html>

<http://www.irmi.com/online/insurance-glossary/default.aspx>



## Request to Bind Coverage

Below is a recap by Line of Coverage. **ALL** coverage(s) require the following:

1. Completed and signed Aspen ELL application, or equivalent with a warranty statement.
2. Signed Terrorism selection/rejection form.
3. Completed and signed Surplus Lines form.
4. YCWD Sanitary Sewer Overflow Plan
5. YCVWD Brineline Emergency Response Plan
6. Currently valued 5 year GL and /or pollution loss runs.
7. Current or most recent brineline inspection report, if applicable.
8. Current or most recent sewer line inspection report.
9. Information on where sewer lines end (home owner property or before).

We have reviewed the proposal and agree to the terms and conditions of the coverages presented. We are requesting coverage to be bound as outlined by coverage line below:

Coverage Line	Bind Coverage:
Environmental Legal Liability – Aspen \$1mil limit	<input type="checkbox"/>
Environmental Legal Liability – Aspen \$3mil limit	<input type="checkbox"/>
Environmental Legal Liability – Aspen \$5mil limit	<input type="checkbox"/>
Environmental Legal Liability – Aspen \$10mil limit	<input type="checkbox"/>

\_\_\_\_\_  
Signature of Authorized Insurance Representative

\_\_\_\_\_  
Date

**This proposal does not constitute a binder of insurance. Binding is subject to final carrier approval. *The actual terms and conditions of the policy will prevail.***

In order to complete the underwriting process, we require that you send us any additional information requested above. We are not required to bind coverage prior to our receipt and underwriting acceptance of the above information. However, if we do bind coverage prior to such acceptance, the terms and conditions as indicated above may be amended until such receipt and acceptance. Any agreement to bind coverage in connection with this proposal must be in writing from an authorized employee of the Insurer

# Director Comments



Yucaipa Valley Water District

# Adjournment



Yucaipa Valley Water District



## FACTS ABOUT THE YUCAIPA VALLEY WATER DISTRICT

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

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

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

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

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

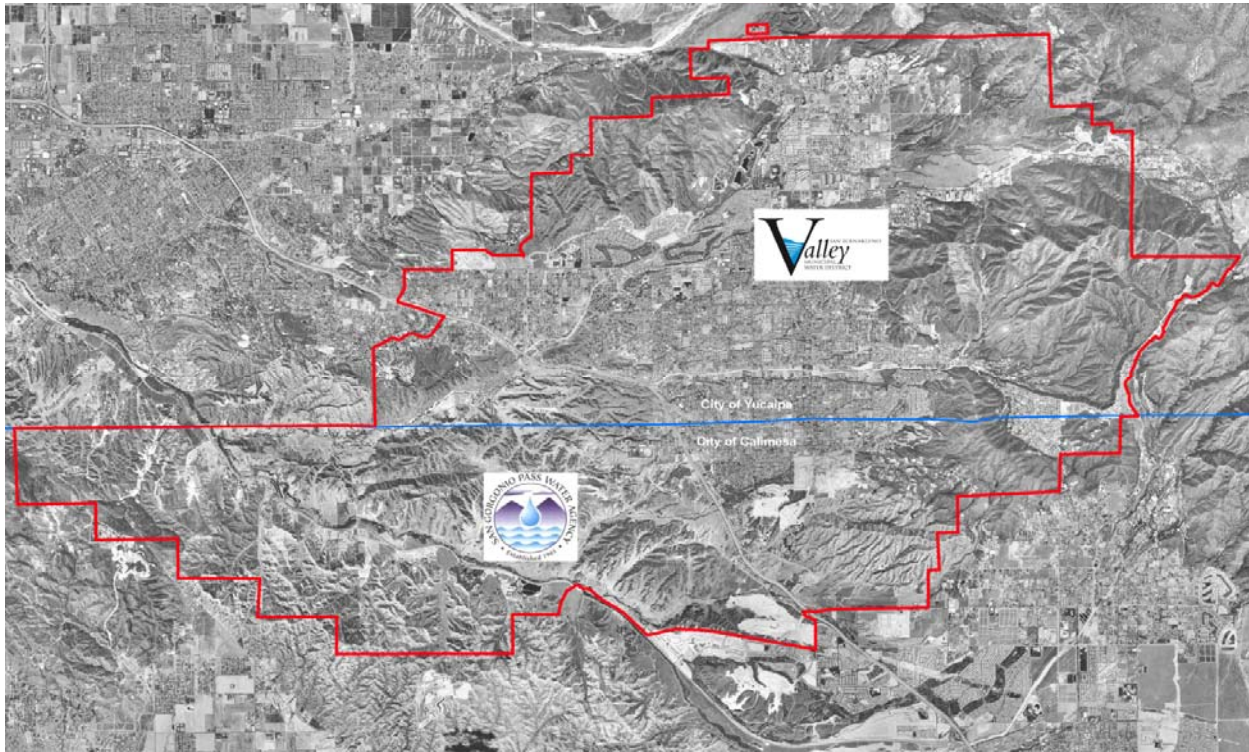
**Water System:** 215 miles of drinking water pipelines  
27 reservoirs - 34 million gallons of storage capacity  
18 pressure zones  
12,000 ac-ft annual water demand (3.9 billion gallons)  
Two water filtration facilities:  
- 1 mgd at Oak Glen Surface Water Filtration Facility  
- 12 mgd at Yucaipa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

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

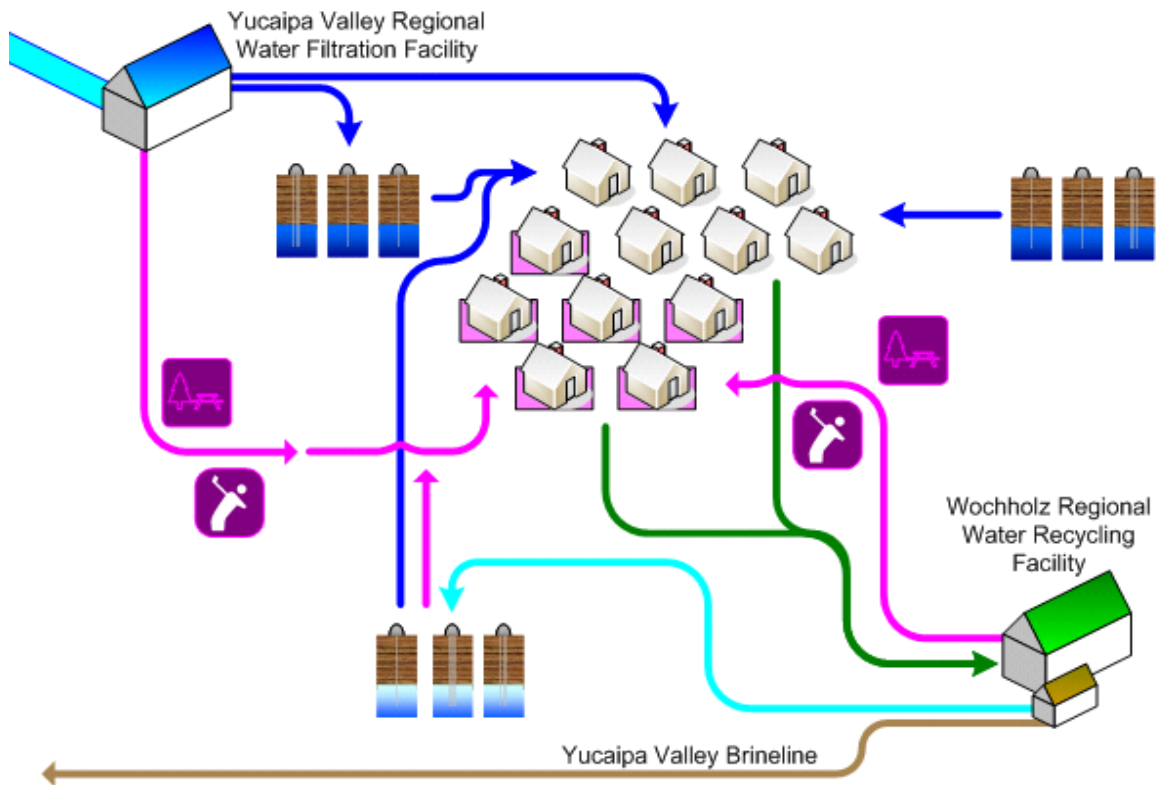
**Recycled Water:** 22 miles of recycled water pipelines  
5 reservoirs - 12 million gallons of storage  
1,200 ac-ft annual recycled demand (0.4 billion gallons)

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

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



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





## THE MEASUREMENT OF WATER PURITY

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

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

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

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

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

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







## GLOSSARY OF COMMONLY USED TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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





## COMMONLY USED ABBREVIATIONS

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