



Yucaipa Valley Water District

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

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

Tuesday, October 16, 2018 at 6:00 p.m.

- I. **CALL TO ORDER** - Pledge of Allegiance
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS** - At this time, members of the public may address the Board of Directors on matters within its jurisdiction. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the board meeting.
- IV. **CONSENT CALENDAR** - All consent calendar matters are routine and will be acted upon in one motion. There will be no discussion of these items unless board members, administrative staff, or members of the public request specific items to be discussed and/or removed prior to the vote for approval.
 - A. Minutes of Meetings
 - 1. Regular Board Meeting - September 18, 2018
 - 2. Board Workshop - September 25, 2018
 - 3. Board Workshop - October 9, 2018
 - B. Payment of Bills
 - 1. Approve/Ratify Invoices for Board Awarded Contracts
 - 2. Ratify General Expenses for September 2018
- V. **STAFF REPORT**
- VI. **DISCUSSION ITEMS**
 - A. Presentation of the Unaudited Financial Report for the Period Ending on September 30, 2018 [[Director Memorandum No. 18-134 - Page 25 of 151](#)]
RECOMMENDED ACTION: That the Board receive and file the unaudited financial report.
 - B. Overview of the Proposed Workers' Compensation Insurance Policy Renewal [[Director Memorandum No. 18-135 - Page 50 of 151](#)]
RECOMMENDED ACTION: That the Board authorizes the General Manager to execute the necessary contracts with Redwood F&C Berkshire Hathaway for workers' compensation insurance.

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

- C. Ratification of the Acceptance of Overlying Water Rights in the Beaumont Basin for Tract No. 32702-3 (80 lots) Pursuant to Beaumont Basin Watermaster Resolution No. 2017-02 [Director Memorandum No. 18-136 - Page 53 of 151]
 RECOMMENDED ACTION: That the Board accepts the transfer of 29.57 acre-feet of overlying water rights in the Beaumont Basin from Oak Valley Partners to Yucaipa Valley Water District as overlying-appropriative water rights in the Beaumont Basin.
- D. Consideration of an Updated Procurement Policy for the Yucaipa Valley Water District [Director Memorandum No. 18-137 - Page 77 of 151]
 RECOMMENDED ACTION: That, by minute order, the Board adopts the proposed Procurement Policy.
- E. Discussion Regarding the Issuance of a Request for Proposals for Inspection and Cleaning of Potable, Non-Potable, and Recycled Water Storage Facilities [Director Memorandum No. 18-138 - Page 86 of 151]
 RECOMMENDED ACTION: That the Board authorize the General Manager to finalize and release the Request for Proposals.
- F. Discussion Regarding the Draft 2018 Imported Water Rate Analysis for the San Geronio Pass Water Agency [Director Memorandum No. 18-139 - Page 124 of 151]
 RECOMMENDED ACTION: Pending

VII. BOARD REPORTS & DIRECTOR COMMENTS

VIII. ANNOUNCEMENTS

- A. October 30, 2018 at 4:00 p.m. - Board Workshop
- B. November 6, 2018 at 6:00 p.m. - Regular Board Meeting
- C. November 13, 2018 at 4:00 p.m. - Board Workshop
- D. November 20, 2018 at 6:00 p.m. - Regular Board Meeting
- E. November 27, 2018 at 4:00 p.m. - Board Workshop
- F. December 4, 2018 at 6:00 p.m. - Regular Board Meeting
- G. December 11, 2018 at 4:00 p.m. - Board Workshop
- H. December 18, 2018 at 6:00 p.m. - Regular Board Meeting
- I. ~~December 25, 2018 at 4:00 p.m. - Board Workshop~~ Canceled
- J. ~~January 1, 2019 at 6:00 p.m. - Regular Board Meeting~~ Canceled
- K. January 8, 2019 at 4:00 p.m. - Board Workshop
- L. January 15, 2019 at 6:00 p.m. - Regular Board Meeting
- M. January 29, 2019 at 4:00 p.m. - Board Workshop

IX. CLOSED SESSION

- A. Conference with Real Property Negotiator(s) - Government Code 54956.8
 Property: Assessor's Parcel Numbers: 413-380-001 - 009, and 013
 Agency Negotiator: Joseph Zoba, General Manager
 Negotiating Parties: Johnson Brothers Partnership
 Under Negotiation: Terms of Payment and Price
- B. Conference with Real Property Negotiator(s) - Government Code 54956.8
 Property: Assessor's Parcel Number(s): 294-121-24, 25 / 473-020-006, 008, 029, 043
 Agency Negotiator: Joseph Zoba, General Manager
 Negotiating Parties: Joanna Averett
 Under Negotiation: Terms of Payment and Price

X. ADJOURNMENT

Consent Calendar



Yucaipa Valley Water District

MINUTES OF A REGULAR BOARD MEETING

September 18, 2018 at 6:00 P.M.

Directors Present:

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

Staff Present:

Jennifer Ares, Water Resource Manager
Allison Edmisten, Chief Financial Officer
Chelsie Fogus, Engineering Technician I
Kathryn Hallberg, Implementation Manager
Dustin Hochreiter, Senior Engineering Technician
Matthew Porras, Implementation Manager
Frank Sclafani, Administrative Clerk Intern
Joseph Zoba, General Manager

Directors Absent:

Jay Bogh, President

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

Linda Shelton, Customer
Joyce McIntyre, Customer
George Sardeson, Customer
David Duron, Customer
Ernesto Placencia, Customer
Dora Placencia, Customer
Kylie Fogus, Customer
Kassadie Fogus, Customer
Dan Jagers, General Manager-Beaumont Cherry Valley Water District
Yolanda Rodriguez, Beaumont Cherry Valley Water District
Leonard Stephenson, San Gorgonio Pass Water Agency
Mike Turner, Argent Management

CALL TO ORDER

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

FLAG SALUTE

Director Bruce Granlund led the pledge of allegiance.

ROLL CALL

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

PUBLIC COMMENTS

Customer David Duron stated that he was no longer writing an article for the Yucaipa News Mirror about the upcoming election.

Leonard Stephenson, Board Member from the San Gorgonio Pass Water Agency spoke about the imported water rate workshop held at San Gorgonio Pass Water Agency on September 13, 2018. Mr. Stephenson emphasized his desire to promote a cooperative spirit with the water retailers.

CONSENT CALENDAR

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

- A. Minutes of Meetings
 - 1. Regular Board Meeting - September 4, 2018
 - 2. Board Workshop - September 11, 2018
- B. Payment of Bills
 - 1. Approve/Ratify Invoices for Board Awarded Contracts
 - 2. Ratify General Expenses for August 2018

The motion was approved by the following vote:

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

STAFF REPORT

General Manager Joseph Zoba provided information about the following topics:

- Assembly Bill No. 2257 requires accessibility to meeting information directly from the homepage. The District staff has implemented the required changes to the website.
- The District staff is anticipating a planned outage of the State Water Project in December 2019 for maintenance purposes.
- The District is anticipating receiving 277 acre feet of imported water at the Wilson Creek Spreading Basins from the San Bernardino Valley Municipal Water District at no charge before the end of the calendar year.

DISCUSSION ITEMS:

DM 18-126

PRESENTATION OF
THE UNAUDITED
FINANCIAL REPORT
FOR THE PERIOD
ENDING ON AUGUST
31, 2018

Chief Financial Officer Allison Edmisten presented the Unaudited Financial Report for the period ending on August 31, 2018.

Director Lonni Granlund moved to authorize the Board receive and file the unaudited financial report. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

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

DM 18-127

CONSIDERATION OF
PURCHASING AN
ASSET MANAGEMENT
SOFTWARE FROM
NOVOTX

Implementation Manager Matthew Porrás discussed the consideration of purchasing asset management software from Novotx.

Director Tom Shalhoub moved to authorize the General Manager to execute the necessary contract to purchase the Elements XS asset management software. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

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

DM 18-128

DISCUSSION
REGARDING THE
ISSUANCE OF A
REQUEST FOR
PROPOSALS FOR 2019
PUBLIC RELATIONS
AND OUTREACH
SERVICES

General Manager Joseph Zoba discussed the issuance of a Request for Proposals for 2019 Public Relations and Outreach Services.

Director Chris Mann moved to authorize the General Manager to finalize and release the Request for Proposals. Director Tom Shalhoub seconded the motion.

The motion was approved by the following vote:

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

DM 18-129

DISCUSSION
REGARDING
DEVELOPMENT
AGREEMENT NO. 2018-
12 FOR TRACT
NUMBER 15195 (16
LOTS) - YUCAIPA

General Manager Joseph Zoba discussed Development Agreement No. 2018-12 for Tract Number 15195 (16 lots) - Yucaipa.

Director Lonni Granlund moved to authorize the Board President to execute Development Agreement No. 2018-12. Director Tom Shalhoub seconded the motion.

The motion was approved by the following vote:

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

DM 18-130

DISCUSSION
REGARDING
DEVELOPMENT
AGREEMENT NO. 2018-
14 FOR TRACT
NUMBER 18174 (70
LOTS) - YUCAIPA

General Manager Joseph Zoba discussed Development Agreement No. 2018-14 for Tract Number 18174 (70 lots) - Yucaipa.

Director Chris Mann moved to authorize the Board President to execute Development Agreement No. 2018-14. Director Lonni Granlund seconded the motion.

The motion was approved by the following vote:

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

DM 18-131

CONSIDERATION OF A
CLAIM FOR REPAIR
COSTS RELATED TO
WATER MAIN BREAK
ON PENDLETON ROAD-
PLACENCIA

Implementation Manager Kathryn Hallberg discussed a claim for repair costs related to a water main break on Pendleton Road-Placencia.

Director Lonni Granlund moved to accept the claim for an amount not to exceed \$3,129.11. Director Chris Mann seconded the motion.

The motion was approved by the following vote:

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

DM 18-132

CONSIDERATION OF A
CLAIM FOR REPAIR
COSTS RELATED TO
WATER MAIN BREAK
ON PENDLETON ROAD-
CHAVEZ

Implementation Manager Kathryn Hallberg discussed a claim for repair costs related to a water main break on Pendleton Road-Chavez.

Director Chris Mann moved to deny the claim for damages based on the information that was provided. Director Tom Shalhoub seconded the motion.

The motion was approved by the following vote:

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

DM 18-133

DISCUSSION
REGARDING THE
DRAFT 2018
IMPORTED WATER
RATE ANALYSIS FOR
THE SAN GORGONIO
PASS WATER AGENCY

General Manager Joseph Zoba discussed the draft 2018 Imported Water Rate Analysis for the San Gorgonio Pass Water Agency.

No action was taken.

BOARD REPORTS AND
DIRECTOR COMMENTS

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- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency meeting on July 2, 2018.
- Director Tom Shalhoub reported on a meeting with General Manager Joseph Zoba on July 7, 2018.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency Engineering Committee meeting on July 9, 2018.
- Director Tom Shalhoub reported on the Calimesa Chamber of Commerce meeting on July 10, 2018.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency Water Conservation meeting on July 12, 2018.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency Finance and Budget meeting on July 23, 2018.
- Director Tom Shalhoub reported on the East Valley Water District meeting on July 25, 2018.
- Director Tom Shalhoub reported on the Beaumont Basin Watermaster meeting on August 1, 2018.
- Director Tom Shalhoub reported on the West Valley Water District Board meeting on August 2, 2018.

- Director Tom Shalhoub reported on the East Valley Water District meeting on August 8, 2018.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency Water Conservation meeting on August 9, 2018.
- Director Tom Shalhoub reported on the San Bernardino Water Convention on August 10, 2018.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency Engineering Committee meeting on August 13, 2018.
- Director Tom Shalhoub reported on the West Valley Water District meeting on August 16, 2018.
- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency meeting on August 20, 2018.
- Director Tom Shalhoub reported on the San Bernardino Valley Municipal Water District meeting on August 21, 2018.
- Director Chris Mann reported on the Yucaipa City Council meeting on September 10, 2018.
- Director Bruce Granlund reported on a site visit to the Summerwind Trails Development on September 13, 2018.
- Director Chris Mann and Director Bruce Granlund reported on the San Gorgonio Pass Water Agency Water Rate meeting on September 13, 2018.
- Director Chris Mann, Director Bruce Granlund and Director Lonni Granlund reported on the Special Districts Meeting on September 17, 2018.

ANNOUNCEMENTS

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

CLOSED SESSION

None.

ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)

MINUTES OF A BOARD WORKSHOP

September 25, 2018 at 4:00 P.M.

Directors Present:

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

Staff Present:

Jennifer Ares, Water Resource Manager
Allison Edmisten, Chief Financial Officer
Chelsie Fogus, Engineering Technician I
Ashley Gibson, Water Resource Project Supervisor
Kathryn Hallberg, Implementation Manager
Dustin Hochreiter, Senior Engineering Technician
Mike Kostelecky, Operations Manager
Kevin Lee, Interim Operations Manager
Frank Sclafani, Administrative Clerk I/Intern
Joseph Zoba, General Manager

Directors Absent:

Bruce Granlund, Vice President

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

Joyce McIntyre, Customer
John Ohanian, Customer
Linda Shelton, Customer
Leonard Stephenson, San Gorgonio Pass Water Agency

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- I. Call to Order - 4:00 p.m.
 - II. Public Comments - None
 - III. Staff Report - General Manager Joseph Zoba provided information about the following topics:
 - Yucaipa Sustainable Groundwater Management Agency - The next meeting will be held on Wednesday, September 26, 2018 at 10:00 am. The regular meetings are held at the City of Yucaipa.
 - IV. Presentations
 - A. Overview of the Yucaipa Valley Regional Water Supply Renewal Project and the Status of the Calimesa Lake and Recharge Facility [Workshop Memorandum No. 18-226] - General Manager Joseph Zoba provided an overview of the proposed Calimesa Lake and Spreading Basin Concept.
 - V. Administrative Items
 - A. Overview of a Request for Proposals for the Inspection and Cleaning of Potable, Non-Potable, and Recycled Water Storage Facilities [Workshop Memorandum No. 18-227] - General Manager Joseph Zoba provided an overview of the draft Request for Proposals related to inspection services for reservoirs and storage facilities.

- B. Discussion Regarding and Updated Ordinance 2018-xx - Rules and Regulations for Recycled Water Use and Distribution [Workshop Memorandum No. 18-228] - Implementation Manager Kathryn Hallberg provided an overview of the draft Recycled Water Ordinance.
 - C. Review the Updated Procurement Policy for the Yucaipa Valley Water District [Workshop Memorandum No. 18-229] - Chief Financial Officer Allison Edmisten provided an overview of the draft procurement policy.
 - D. Discussion Regarding the Draft 2018 Imported Water Rate Analysis for the San Gorgonio Pass Water Agency [Workshop Memorandum No. 18-230] - General Manager Joseph Zoba provided an overview of the issues related to the proposed imported rate increase by the San Gorgonio Pass Water Agency.
- VI. Director Comments -
- Director Chris Mann discussed a potential conflict with the board meeting on October 2, 2018. After a brief discussion, the board members reached a consensus to cancel the regularly scheduled board meeting on October 2, 2018.
- VII. Announcements - An announcement of future meetings were referenced on the workshop agenda.
- VIII. Closed Session - A closed session was not conducted at this meeting.
- IX. Adjournment - The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

MINUTES OF A BOARD WORKSHOP

October 9, 2018 at 4:00 P.M.

Directors Present:

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

Staff Present:

Ron Elisalda, Senior Utility Service Worker
Chelsie Fogus, Engineering Technician I
Mike Kostelecky, Operations Manager
Kevin Lee, Interim Operations Manager
Matthew Porras, Implementation Manager
Mike Rivera, Public Works Supervisor
James Rowell, Interim Operations Manager
Joseph Zoba, General Manager

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

Joyce McIntyre, Customer
Linda Shelton, Customer
Craig Heaps, Premium / Customer Land Development
Mike Turner, Argent Management

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- I. Call to Order - 4:00 p.m.
 - II. Public Comments - None
 - III. Staff Report - General Manager Joseph Zoba provided information about the following topics:
 - The San Bernardino Valley Municipal Water District Advisory Commission on Water Policy - The next meeting will be held on Thursday, October 11, 2018 at 6:30 pm.
 - The East Valley Water District will be hosting the Sterling Natural Resource Center Groundbreaking Ceremony to be held on Saturday, October 20, 2018.
 - The City of Yucaipa will be hosting a ceremony for the completion of the Wildwood Creek Low Water Crossing Project at 6th Place on October 22, 2018 at 3:30 pm.
 - The City of Calimesa has provided a Notice to Withdraw from the Yucaipa Sustainable Groundwater Management Agency.
 - The Yucaipa Valley Water District received a \$1 million grant from the U.S. Bureau of Reclamation for the Advanced Metering Infrastructure Project. The \$1 million grant will provide funding to support the \$3.7 million project costs.
 - James Rowell was introduced at the workshop as the newly promoted Interim Operations Manager at the Wochholz Regional Water Recycling Facility. James Rowell is one of the first fully integrated employees to be promoted to a management position with the District.

IV. Presentations

- A. Discussion Regarding the Draft Waste Load Allocation Model Update for the Santa Ana River [Workshop Memorandum No. 18-231] - General Manager Joseph Zoba provided an overview of the Waste Load Allocation Model. This report provides a glimpse of possible waste discharge requirements that can impact the permits for the Wochholz Regional Water Recycling Facility.

V. Operational Updates

- A. Overview of a Successful Grant Funding Opportunity and Status Report of the Automated Meter Infrastructure (AMI) Installation Forecast [Workshop Memorandum No. 18-232] - Implementation Manager Matthew Porrás provided an overview of the Automated Meter Infrastructure grant from the U.S. Bureau of Reclamation and suggested modifications to the schedule for completing the project.

VI. Development Projects

- A. Overview of a Draft Development Agreement for Drinking Water and Sewer Service to Property Located on the West side of 5th Street Between Avenue E and Wildwood Canyon Road, Yucaipa - Tentative Map No. 17031 - Lafferty Communities [Workshop Memorandum No. 18-233] - Implementation Manager Matthew Porrás provided an overview of the draft development agreement for Tentative Map No. 17031.
- B. Overview of a Draft Development Agreement for Drinking Water and Sewer Service to Property Located North of Avenue E, between Douglas Street and Fremont Street, Yucaipa - Tentative Map No. 19901 - Pacific Horizon Homes [Workshop Memorandum No. 18-234] - Implementation Manager Matthew Porrás provided an overview of the draft development agreement for Tentative Map No. 19901.
- C. Ratification of the Acceptance of Overlying Water Rights in the Beaumont Basin for Tract No. 32702-3 (80 lots) Pursuant to Beaumont Basin Watermaster Resolution No. 2017-02 [Workshop Memorandum No. 18-235] - General Manager Joseph Zoba provided an overview of the overlying water rights transfer for Tract No. 32702-3.

VII. Administrative Items

- A. Overview of the Proposed Workers' Compensation Insurance Policy Renewal [Workshop Memorandum No. 18-236] - General Manager Joseph Zoba provided an overview of the proposed Workers' Compensation renewal contract.
- B. Presentation of the Unaudited Financial Report for the Period Ending on September 30, 2018 [Workshop Memorandum No. 18-237] - General Manager Joseph Zoba provided an overview of the unaudited financial report.
- C. Review the Updated Procurement Policy for the Yucaipa Valley Water District [Workshop Memorandum No. 18-238] - General Manager Joseph Zoba provided an overview of the draft procurement policy.
- D. Discussion Regarding the Draft 2018 Imported Water Rate Analysis for the San Gorgonio Pass Water Agency [Workshop Memorandum No. 18-239] - General Manager Joseph Zoba provided an update on the proposed imported water rate adjustment by the San Gorgonio Pass Water Agency.

VIII. Director Comments - None

- IX. Announcements - The future meetings were referenced on the workshop agenda.
- X. Closed Session - Director Jay Bogh, Director Bruce Granlund, Director Lonni Granlund, Director Chris Mann, and Director Tom Shalhoub were present in closed session with Legal Counsel David Wysocki, and General Manager Joseph Zoba to discuss the following items:
- A. Conference with Real Property Negotiator(s) - Government Code 54956.8
Property: Assessor's Parcel Numbers: 413-380-001 - 009, and 013
Agency Negotiator: Joseph Zoba, General Manager
Negotiating Parties: Johnson Brothers Partnership
Under Negotiation: Terms of Payment and Price
 - B. Conference with Real Property Negotiator(s) - Government Code 54956.8
Property: Assessor's Parcel Number(s): 294-121-24, 25 / 473-020-006, 008, 029, 043
Agency Negotiator: Joseph Zoba, General Manager
Negotiating Parties: Joanna Averett
Under Negotiation: Terms of Payment and Price
- The Board Members reconvened out of closed session into open session and Legal Counsel David Wysocki reported that direction was provided to the General Manager but no reportable action was taken in closed session.
- XI. Adjournment - The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

Board Awarded Contracts
Consent Calendar Board Meeting -October 16, 2018

District Awarded Contracts	Director Memorandum	Job or GL #	Job Cost Breakdown	Awarded Contract Amount	Prior Payments to Date	Pending Invoice Amount	Total Contract Payments	Remaining Contract Amount	Percent Remaining	Encumbered Funds - Remaining Contract Amount				
										General Operating Expenses	Water Division Funds	Sewer Division Funds	Recycled Division Funds	Other Funds
Law Office of David L. Wysocki - FY 2019 Legal Services (Operating)	--	*-5-06-54107	--	--	\$6,788	\$3,975	\$10,763							
Brentwood Industries/Polychem System (S-Reserves) Replacement of Primary Clarifier Equipment at WRWRF	18-034	03-13002	--	\$160,000	\$0	\$0	\$0	\$160,000	100%			\$160,000		
DDB Engineering (R-Reserves) Application to DDW for the Recharge at Wilson Creek Basins	15-086	04-19771	--	\$35,900	\$24,655	\$0	\$24,655	\$11,245	31%				\$11,245	
Delta Partners \$90,000 per year-LegislativeConsult (exp 12/18) WS Oper	13-079	*-5-06-54109	--	\$90,000	\$60,000	\$7,500	\$67,500	\$22,500	25%	\$22,500				
Dudek (S-Operating) 2018-Max Benefit Monitoring for San Timoteo/Yucaipa Mgmt Zones	18-054 03-5-06-54109	\$93,580	--	\$93,580	\$31,351	\$5,125	\$36,476	\$57,104	61%	\$57,104				
Dudek (S-Operating) 2018-HMP in San Timoteo Creek	18-055 03-5-06-54109	\$56,340	--	\$56,340	\$20,719	\$1,640	\$22,359	\$33,981	60%	\$33,981				
Dudek (WS Operating) Insepection of Proposed Sites for Remote Telemetry	17-059 0*-5-06-54109	\$10,775	--	\$10,775	\$5,428	\$0	\$5,428	\$5,348	50%	\$5,348				
Dudek (WS/R Operating) Developing a Comprehensive Database Management System (DMS) Amendment #1	17-084 0*-5-06-54109	\$89,750 \$6,600	--	\$96,350	\$61,111	\$13,883	\$74,994	\$21,356	22%	\$21,356				
Geoscience (R-Operating) Preparation of a groundwater model for the Gateway Basin CO #1 - preparation of groundwater model	14-070 15-010			\$51,710	\$49,284	\$0	\$49,284	\$2,426	5%	\$2,426				
Geoscience (W-Operating) Calculation of Water Budgets for Validation of Annual Change in Storage Exp of the Yucaipa Watershed & Yucaipa Groundwater Basin Model	16-058 16-110			\$172,006	\$147,864	\$0	\$147,864	\$24,142	14%	\$24,142				
HDR (W-Operating) Perform Tracer Study on R13.1 Clearwell at YVRWFF	17-068	02-5-06-54109		\$41,726	\$30,615	\$10,704	\$41,319	\$407	1%	\$407				
Krieger & Stewart Initiate Design of R-12.4 (W-Reserves) TO#4 Revised TO#4, Amendment #2 TO#5- Construction Mgmt Services TO#5, Amendment #1 - Construction Mgmt Services	04-164 05-075 14-014 14-092 16-069	65-295		\$585,100	\$552,636	\$0	\$552,636	\$32,464	6%	\$32,464				
TO#5, Design R-13.4 and H-2 Reservoirs for JP Ranch 60% R-13.4 and 40% H-2 (Developer Funds)	05-083 05-083	65-180 65-179		\$79,000	\$50,471	\$0	\$50,471	\$28,529	36%				\$28,529	
Novotx	18-127	*-5-06-54005	\$121,100	\$0	\$0	\$0	\$0	\$121,100	100%	\$121,100				
One Stop Landscape Supply FY 2019 Sludge Hauling\Reuse (Oper)	--	03-5-02-57031	--	--	\$42,740	\$20,855	\$63,595							
Platinum Advisors (WS Operating) 2018 Lobbyist N-T-E per month 2018 Quarterly Filing & Misc. Expenses	13-080	*-5-06-54109 02-5-06-54109	-- --	-- --	\$45,000 \$375	\$5,000 \$0	\$50,000 \$375							
RMC Water & Environment/Woodard & Curran TO#26, SRF Mgmt Svcs-Calimesa Regional Recycled Pipeline (R-FCC) Application to DDW for the Recharge at Wilson Creek Basins (R-Resvs) Amendment #3	14-023 15-086 18-085	04-5-06-54109 04-19771	-- --	\$95,692 \$237,668	\$69,361 \$213,199	\$0 \$3,374	\$69,361 \$216,573	\$26,331 \$21,095	28% 9%				\$26,331 \$21,095	
San Bernardino Valley Water District (W-Operating) iEfficient Wwater Conservation Campaign	16-092 17-112	02-5-06-54099	\$16,195 \$22,400	\$38,595	\$38,508	\$0	\$38,508	\$87	0%	\$87				
Scinor Water America/Pascal Ludwig (S- Reserves) Install UF Modules and Mesh Strainer AT WRWRF	17-088	03-10311	--	\$215,000	\$186,074	\$0	\$186,074	\$28,926	13%			\$28,926		

Board Awarded Contracts
Consent Calendar Board Meeting -October 16, 2018

										Encumbered Funds - Remaining Contract Amount					
										General Operating Expenses	Water Division Funds	Sewer Division Funds	Recycled Division Funds	Other Funds	
District Awarded Contracts	Director Memorandum	Job or GL #	Job Cost Breakdown	Awarded Contract Amount	Prior Payments to Date	Pending Invoice Amount	Total Contract Payments	Remaining Contract Amount	Percent Remaining						
Separation Processes, Inc. (W-Reserves)		55-19200													
Design & Construction Supports Servs for NF SCRAM	15-047	02-14500		\$191,820	\$170,980	\$0	\$170,980	\$20,840	11%		\$20,840				
Application to DDW for the Recharge at Wilson Creek Basins (R-Resrvs)	15-086	04-19771	--	\$42,860	\$24,321	\$0	\$24,321	\$18,539	43%				\$18,539		
Feasibility Report for Wochholz SAGE Project	17-043	03-5-06-54109		\$67,575	\$66,201	\$0	\$66,201	\$1,374	2%			\$1,374			
Vavrinek, Trine, Day & Company (VTD) (Operating)															
FY 2018 Auditing Services \$23,900 + \$3,500 for Single Audit	15-106	*-5-06-54108		\$23,900	\$0	\$0	\$0	\$23,900	100%	\$23,900					
FY 2019 Auditing Services \$23,900 + \$3,500 for Single Audit	15-106	*-5-06-54108													
Villalobos and Associates (W-Operating)															
Permitting of Recharge Oper at the Wilson Creek Spreading Basins	16-064	02-5-06-54109	--	\$72,200	\$39,064	\$0	\$39,064	\$33,136	46%	\$33,136					
Weka, Inc. (S-Reserves)															
Construction of Yucaipa Blvd. Sewer-Hampton Rd to 18th St	18-035	03-14500	--	\$526,193	\$0	\$0	\$0	\$526,193	100%		\$526,193				
GRAND TOTALS				\$2,385,597	\$1,897,681	\$72,055	\$1,969,736	\$1,221,022	--	\$345,487	\$579,497	\$190,300	\$77,210	\$28,529	
										↓	\$345,487	↓	\$847,007	↓	\$28,529

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
09/04/2018	32703	Ameripride Uniform Services	\$ 738.79
09/04/2018	32704	John F. Simister	\$ 223.60
09/04/2018	32705	Eco Pro Environmental Services	\$ 85.00
09/04/2018	32706	Inland Counties Insurance Serv	\$ 73.00
09/04/2018	32707	Innerline Engineering	\$ 1,750.00
09/04/2018	32708	Carlos Murillo	\$ 216.54
09/04/2018	32709	Nagem, Inc.	\$ 170.00
09/04/2018	32710	Pro-Pipe & Supply, Inc.	\$ 19.74
09/04/2018	32711	SB CNTY-Fire Protection Distri	\$ 1,127.70
09/04/2018	32712	Spectrum Business	\$ 1,834.00
09/04/2018	32713	The Gas Company	\$ 55.75
09/04/2018	32714	All American Sewer Tools	\$ 2,394.58
09/04/2018	32715	Avista Technologies, Inc.	\$ 5,044.71
09/04/2018	32716	Brenntag Pacific, Inc	\$ 21,249.80
09/04/2018	32717	Calolympic Glove & Safety Co.,	\$ 238.80
09/04/2018	32718	Commercial Door Metal Systems,	\$ 6,089.40
09/04/2018	32719	Grainger	\$ 882.93
09/04/2018	32720	Hach Company	\$ 220.23
09/04/2018	32721	Harrington Ind. Plastic, LLC	\$ 4,491.62
09/04/2018	32722	House Of Quality, Parts Plus	\$ 1,776.83
09/04/2018	32723	Inland Water Works Supply Co.	\$ 645.56
09/04/2018	32724	Nuckles Oil Company, Inc.	\$ 5,173.51
09/04/2018	32725	BlueTarp Financial, Inc.	\$ 119.99
09/04/2018	32726	Sinclair Rock and Sand Inc.	\$ 3,100.00
09/04/2018	32727	Grainger	\$ 243.43
09/04/2018	32728	DONKOR, KOFI	\$ 60.85
09/04/2018	32729	California Water Environment A	\$ 376.00
09/04/2018	32730	Jeremy Costello	\$ 15.00
09/04/2018	32731	CWEA-TCP (OAKPORT ST.)	\$ 174.00
09/04/2018	32732	Water Environment Federation	\$ 510.00
09/04/2018	32733	Standard Insurance Company	\$ 1,764.72
09/04/2018	32734	Standard Insurance Vision Plan	\$ 1,010.00
09/04/2018	32735	MetLife Small Business Center	\$ 147.22
09/04/2018	32736	Blue Shield of California	\$ 4,266.70
09/04/2018	32737	Nippon Life Insurance Co. of A	\$ 2,314.09
09/10/2018	32738	State Water Resources Control	\$ 55.00
09/10/2018	32739	Matthew Vara	\$ 15.00
09/10/2018	32740	Marcus Almanza	\$ 188.00
09/10/2018	32741	State Water Resources Control	\$ 60.00
09/10/2018	32742	Ronald Elisalda	\$ 150.00
09/10/2018	32743	James Rowell	\$ 165.00
09/10/2018	32744	Marcus Almanza	\$ 226.00
09/10/2018	32745	Luke's Transmission Inc.	\$ 149.80
09/10/2018	32746	Alliant Insurance Services, In	\$ 38,184.00
09/10/2018	32747	Ameripride Uniform Services	\$ 824.41

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
09/10/2018	32748	Bear Communications, Inc.	\$ 1,287.28
09/10/2018	32749	Cal's Towing	\$ 100.00
09/10/2018	32750	Victor James Valenti	\$ 4,251.79
09/10/2018	32751	Corelogic, Inc.	\$ 330.00
09/10/2018	32752	Coverall North America, Inc.	\$ 1,331.00
09/10/2018	32753	Crider Public Relations, Inc.	\$ 3,400.00
09/10/2018	32754	Crown Ace Hardware - Yucaipa	\$ 2,558.46
09/10/2018	32755	VOID CHECK	\$ -
09/10/2018	32756	First American Data Tree, LLC	\$ 50.00
09/10/2018	32757	Eco Pro Environmental Services	\$ 85.00
09/10/2018	32758	Evoqua Water Technologies LLC	\$ 3,983.04
09/10/2018	32759	Fedex	\$ 192.13
09/10/2018	32760	Frontier Communications	\$ 148.30
09/10/2018	32761	G&G Environmental Compliance, I	\$ 4,026.22
09/10/2018	32762	Innerline Engineering	\$ 1,750.00
09/10/2018	32763	JB Paving & Engineering, Inc.	\$ 32,700.00
09/10/2018	32764	Raiset R. Santana and Adriana	\$ 166.68
09/10/2018	32765	MBC Applied Environmental Scie	\$ 1,350.00
09/10/2018	32766	Nautilus Environmental, LLC	\$ 1,500.00
09/10/2018	32767	NetComp Technologies, Inc.	\$ 1,250.00
09/10/2018	32768	Odyssey Power Corporation	\$ 2,450.00
09/10/2018	32769	Office Solutions Business Prod	\$ 49.30
09/10/2018	32770	Pacific Coast Landscape & Desi	\$ 445.00
09/10/2018	32771	John Deere Financial f.s.b.	\$ 1,058.32
09/10/2018	32772	Pro-Pipe & Supply, Inc.	\$ 263.52
09/10/2018	32773	Q Versa, LLC	\$ 49,097.54
09/10/2018	32774	Quinn Company	\$ 702.00
09/10/2018	32775	Hadronex, Inc.	\$ 120.00
09/10/2018	32776	Spectrum Business	\$ 1,834.00
09/10/2018	32777	Underground Service Alert Of S	\$ 485.20
09/10/2018	32778	Yucaipa Disposal, Inc.	\$ 1,548.21
09/10/2018	32779	Yucaipa Valley Water District	\$ 51,074.98
09/10/2018	32780	Aqua-Metric Sales Company	\$ 19,711.56
09/10/2018	32781	Brenntag Pacific, Inc	\$ 19,908.22
09/10/2018	32782	Elite Parts, LLC	\$ 4,411.74
09/10/2018	32783	Fastenal Company	\$ 929.11
09/10/2018	32784	Hach Company	\$ 6,092.40
09/10/2018	32785	Harrington Ind. Plastic, LLC	\$ 2,535.06
09/10/2018	32786	Hasa, Inc.	\$ 3,871.25
09/10/2018	32787	Inland Water Works Supply Co.	\$ 1,794.36
09/10/2018	32788	Nicholas C. Hendrickson	\$ 357.75
09/10/2018	32789	Harold J. Cossette	\$ 43,401.70
09/10/2018	32790	Lowe's Companies, Inc.	\$ 1,671.82
09/10/2018	32791	McMaster-Carr Supply Co.	\$ 99.67
09/10/2018	32792	Nuckles Oil Company, Inc.	\$ 4,756.42

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
09/10/2018	32793	Office Solutions Business Prod	\$ 238.50
09/10/2018	32794	Polydyne Inc.	\$ 2,949.12
09/10/2018	32795	Uline, Inc.	\$ 2,505.53
09/10/2018	32796	Calmat Company	\$ 5,197.09
09/10/2018	32797	YRC, Inc.	\$ 277.62
09/10/2018	32798	ZEP Manufacturing Company	\$ 374.85
09/10/2018	32799	Ward & Ward	\$ 350.00
09/14/2018	32800	PAYROLL CHECK	\$ 2,223.81
09/14/2018	32801	PAYROLL CHECK	\$ 174.16
09/14/2018	32802	WageWorks, Inc.	\$ 1,381.51
09/14/2018	32803	IBEW Local 1436	\$ 667.00
09/14/2018	32804	California State Disbursement	\$ 115.38
09/14/2018	32805	California State Disbursement	\$ 397.38
09/17/2018	32806	Alfa Laval Inc.	\$ 415,517.17
09/17/2018	32807	Delta Partners, LLC	\$ 7,500.00
09/17/2018	32808	Dudek & Associates, Inc	\$ 11,777.59
09/17/2018	32809	One Stop Landscape Supply Inc	\$ 22,995.50
09/17/2018	32810	Platinum Advisors, LLC	\$ 5,125.00
09/17/2018	32811	David L. Wysocki	\$ 3,900.00
09/17/2018	32812	Luke's Transmission Inc.	\$ 676.32
09/17/2018	32813	Ralph C. Casas	\$ 69.95
09/17/2018	32814	Ameripride Uniform Services	\$ 806.80
09/17/2018	32815	AT&T Mobility	\$ 1,758.83
09/17/2018	32816	Burgeson's Heating & Air Cond.	\$ 227.00
09/17/2018	32817	C & B Crushing, Inc.	\$ 200.00
09/17/2018	32818	Cal-Mesa Steel Supply, Inc.	\$ 431.00
09/17/2018	32819	Center Electric Services, Inc.	\$ 277.50
09/17/2018	32820	Central Communications	\$ 439.39
09/17/2018	32821	Clinical Laboratory of San Ber	\$ 12,948.00
09/17/2018	32822	Evoqua Water Technologies LLC	\$ 1,932.41
09/17/2018	32823	Fedex	\$ 172.99
09/17/2018	32824	Warren Anderson Ford	\$ 26,092.72
09/17/2018	32825	J Kevin King	\$ 60.00
09/17/2018	32826	Konica Minolta Business Soluti	\$ 794.14
09/17/2018	32827	Nagem, Inc.	\$ 1,695.20
09/17/2018	32828	Pacific Coast Landscape & Desi	\$ 6,905.00
09/17/2018	32829	San Gorgonio Pass Water Agency	\$ 23,048.31
09/17/2018	32830	Separation Processes, Inc.	\$ 5,471.00
09/17/2018	32831	Spectrum Business	\$ 2,649.00
09/17/2018	32832	Yucaipa Disposal, Inc.	\$ 1,326.19
09/17/2018	32833	All American Sewer Tools	\$ 200.41
09/17/2018	32834	Backflow Apparatus & Valve Co.	\$ 9,599.02
09/17/2018	32835	Brenntag Pacific, Inc	\$ 8,268.13
09/17/2018	32836	Center Electric Services, Inc.	\$ 7,226.93
09/17/2018	32837	Grainger	\$ 427.51

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
09/17/2018	32838	Haaker Equipment Company	\$ 454.00
09/17/2018	32839	Hach Company	\$ 2,930.08
09/17/2018	32840	Hemet Valley Tool Inc.	\$ 329.08
09/17/2018	32841	Inland Water Works Supply Co.	\$ 2,639.18
09/17/2018	32842	Nicholas C. Hendrickson	\$ 357.75
09/17/2018	32843	Inverters R US Corp	\$ 412.99
09/17/2018	32844	Nuckles Oil Company, Inc.	\$ 6,217.51
09/17/2018	32845	Nalco Company	\$ 7,746.75
09/17/2018	32846	Office Solutions Business Prod	\$ 315.55
09/17/2018	32847	Optics Planet, Inc.	\$ 162.49
09/17/2018	32848	Pall Corporation	\$ 17,834.55
09/17/2018	32849	Steven Enterprises, Inc	\$ 807.87
09/17/2018	32850	Terracon Consultants, Inc.	\$ 459.00
09/17/2018	32851	State Water Resources Control	\$ 90.00
09/17/2018	32852	California Water Environment A	\$ 376.00
09/17/2018	32853	Kelly Hamilton	\$ 188.00
09/17/2018	32854	American Family Life Assurance	\$ 3,410.03
09/17/2018	32855	Western Dental Services, Inc.	\$ 203.54
09/17/2018	32856	Sara Onate	\$ 162.54
09/17/2018	32857	WageWorks, Inc.	\$ 207.50
09/24/2018	32858	State Water Resources Control	\$ 140.00
09/24/2018	32859	California Water Environment A	\$ 188.00
09/24/2018	32860	NOBLE, ANEESA	\$ 110.37
09/24/2018	32861	American Eagle Interiors, Inc.	\$ 3,178.00
09/24/2018	32862	Ameripride Uniform Services	\$ 854.45
09/24/2018	32863	John F. Simister	\$ 487.05
09/24/2018	32864	Best Home Center	\$ 127.37
09/24/2018	32865	Burgeson's Heating & Air Cond.	\$ 1,420.00
09/24/2018	32866	Center Electric Services, Inc.	\$ 1,910.79
09/24/2018	32867	Cliff's Pest Control, Inc.	\$ 115.00
09/24/2018	32868	David Sunden	\$ 2,615.96
09/24/2018	32869	Eco Pro Environmental Services	\$ 85.00
09/24/2018	32870	Frontier Communications	\$ 149.58
09/24/2018	32871	Hudco, Inc.	\$ 537.17
09/24/2018	32872	InfoSend, Inc.	\$ 6,738.18
09/24/2018	32873	Innerline Engineering	\$ 5,250.00
09/24/2018	32874	JB Paving & Engineering, Inc.	\$ 600.00
09/24/2018	32875	Krieger & Stewart	\$ 90,650.22
09/24/2018	32876	Nagem, Inc.	\$ 552.50
09/24/2018	32877	NetComp Technologies, Inc.	\$ 850.00
09/24/2018	32878	Office Solutions Business Prod	\$ 123.28
09/24/2018	32879	John Deere Financial f.s.b.	\$ 736.24
09/24/2018	32880	Project Resources Group	\$ 3,206.82
09/24/2018	32881	Quinn Company	\$ 4,042.45
09/24/2018	32882	Western Oilfields Supply Compa	\$ 4,813.18

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
09/24/2018	32883	Red Alert Special Couriers	\$ 344.26
09/24/2018	32884	SB CNTY-Fire Protection Distri	\$ 2,373.00
09/24/2018	32885	SCE Rosemead	\$ 278,103.48
09/24/2018	32886	Southern CA Emergency Medicine	\$ 450.00
09/24/2018	32887	Association of San Bernardino	\$ 35.00
09/24/2018	32888	The Counseling Team Internatio	\$ 480.00
09/24/2018	32889	Tri County Pump Company	\$ 129,238.83
09/24/2018	32890	Aqua-Metric Sales Company	\$ 131,230.89
09/24/2018	32891	American Water Works Assoc.	\$ 91.50
09/24/2018	32892	Brenntag Pacific, Inc	\$ 10,064.35
09/24/2018	32893	Evans-Hydro Inc.	\$ 7,626.93
09/24/2018	32894	Fisher Scientific Co.	\$ 494.43
09/24/2018	32895	Grainger	\$ 1,299.02
09/24/2018	32896	Hach Company	\$ 96.92
09/24/2018	32897	Inland Water Works Supply Co.	\$ 15,245.46
09/24/2018	32898	Nuckles Oil Company, Inc.	\$ 7,660.01
09/24/2018	32899	Nalco Company	\$ 5,164.50
09/24/2018	32900	National Business Furniture LL	\$ 2,392.05
09/24/2018	32901	Pro-Pipe & Supply, Inc.	\$ 267.22
09/24/2018	32902	Sinclair Rock and Sand Inc.	\$ 3,100.00
09/24/2018	32903	ZEP Manufacturing Company	\$ 10.78
09/28/2018	32904	PAYROLL CHECK	\$ 2,400.72
09/28/2018	32905	WageWorks, Inc.	\$ 1,381.51
09/28/2018	32906	California State Disbursement	\$ 115.38
09/28/2018	32907	California State Disbursement	\$ 397.38
09/28/2018	32908	US Healthworks Medical Group,	\$ 311.27
09/28/2018	32909	Joan Cadiz	\$ 603.36
09/28/2018	32910	Joe DeSalliers	\$ 646.39
09/28/2018	32911	Rodd Greene	\$ 648.15
09/28/2018	32912	Dennis Neff	\$ 599.99
09/28/2018	32913	Robert Wall	\$ 599.99
09/28/2018	32914	Blue Shield of California	\$ 2,582.80
			<u>\$ 1,765,962.88</u>

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
09/04/2018	electronic pmt	Public Employees' Retirement S	\$ 700.00
09/14/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 56,420.74
09/14/2018	electronic pmt	CA-EDD	\$ 10,129.79
09/14/2018	electronic pmt	VOYA-457	\$ 6,202.14
09/14/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 26,191.24
09/14/2018	electronic pmt	Public Employees' Retirement S	\$ 28,681.68
09/28/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 54,451.54
09/28/2018	electronic pmt	CA-EDD	\$ 9,986.62
09/28/2018	electronic pmt	VOYA-457	\$ 4,916.14
09/28/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 23,523.73
09/28/2018	electronic pmt	Public Employees' Retirement S	\$ 28,805.20
09/30/2018	electronic pmt	CalPERS - HEALTH	\$ 86,901.69
			<u>\$ 336,910.51</u>

Staff Report



Yucaipa Valley Water District

Discussion Items



Yucaipa Valley Water District



Date: October 16, 2018

Prepared By: Allison M. Edmisten, Chief Financial Officer
Peggy Little, Administrative Supervisor

Subject: Presentation of the Unaudited Financial Report for the Period Ending on September 30, 2018

Recommendation: That the Board receive and file the unaudited financial report.

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

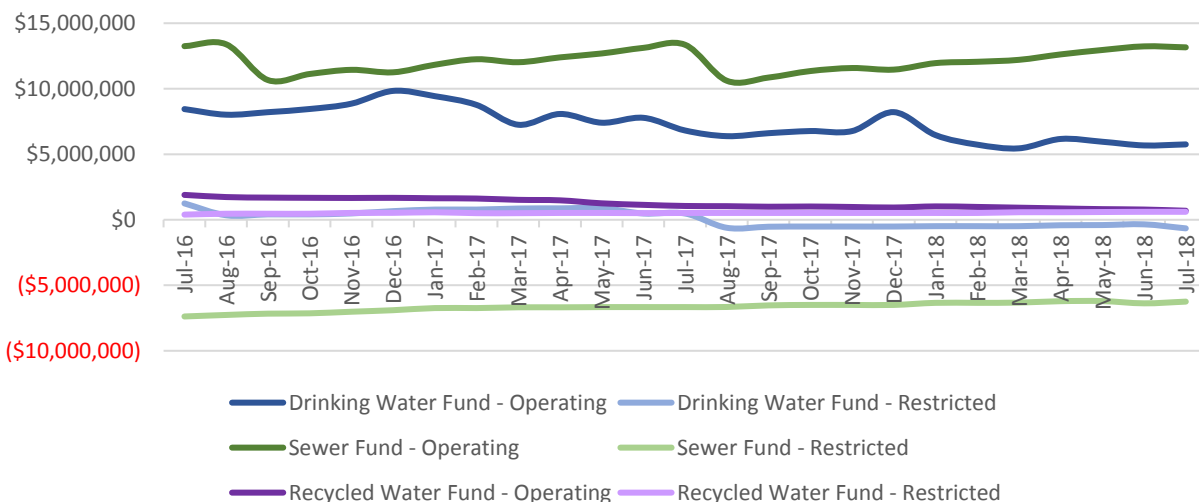
Cash Fund Balance and Cash Flow Reports

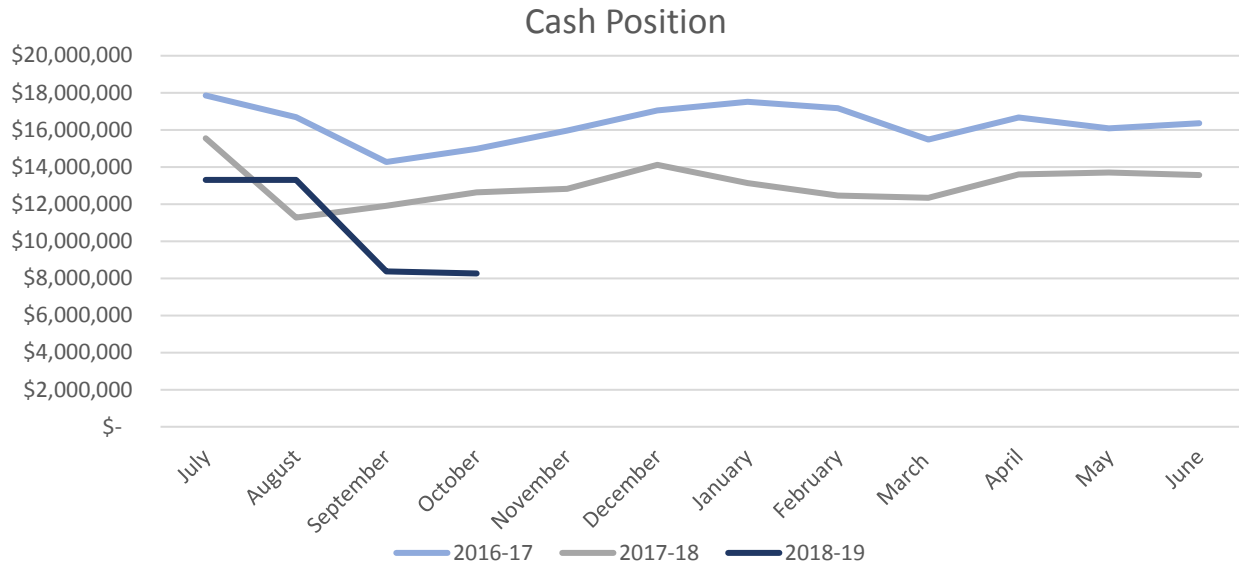
[Detailed information can be found on page 7 to 8 of 25]

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	\$ 4,990,690.58	\$ (1,738,983.24)	\$ 3,161,707.34
Sewer Division	\$ 10,048,096.29	\$ (6,167,164.31)	\$ 3,880,931.98
Recycled Water Division	\$ 592,085.78	\$ 628,559.55	\$ 1,220,645.33
Total	\$ 15,540,872.65	\$ (7,277,588.00)	\$ 8,263,284.65

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.

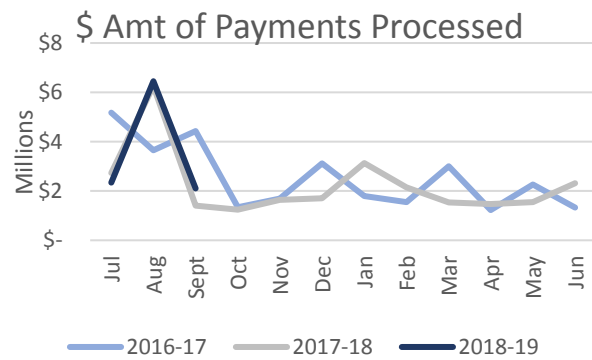
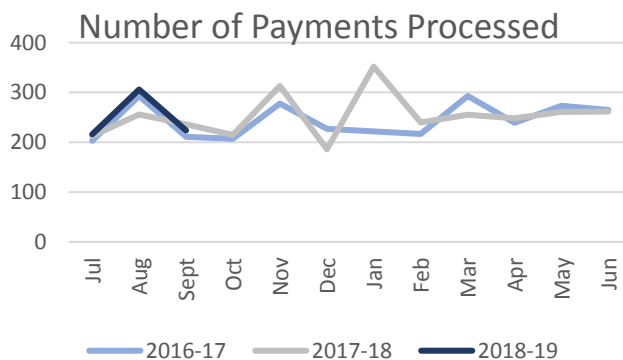
The Cash Flow Report provides a list of the debt service payment due dates and amounts as well as the cash flow requirements for debt service for each month of the fiscal year.

Cash Disbursement Report

[Detailed information can be found on pages 9 to 14 of 25]

The cash disbursement report lists each check and electronic payment processed during the month of September 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	212	\$ 1,765,962.88
Electronic Payments	12	\$ 336,910.51
Total	224	\$ 2,102,873.39



Financial Account Information

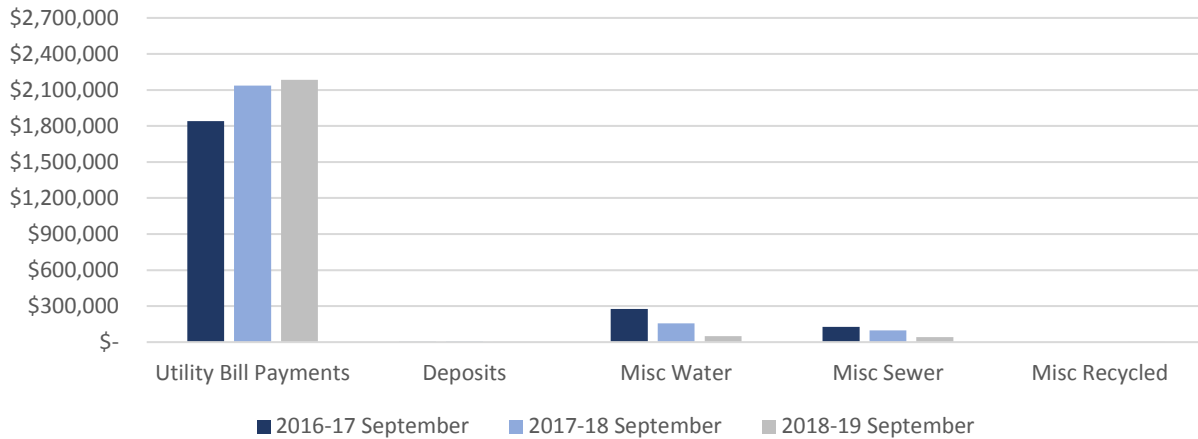
The District currently deposits all revenue received into the Deposit Checking account. The General Checking account is used as a sole processing account for all District checks and electronic payroll. The Investment Checking account is used for the purchase and redemption of US treasury notes and bills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

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

Monthly Revenue Allocation:

Funding Source	Total
Utility Bill Payments	\$ 2,184,498.60
Deposits	\$ 240.00
Misc. Water Related Activities	\$ 49,497.37
Misc. Sewer Related Activities	\$ 41,881.60
Misc. Recycled Related Activities	\$ 13.04
Total	\$ 2,276,130.61

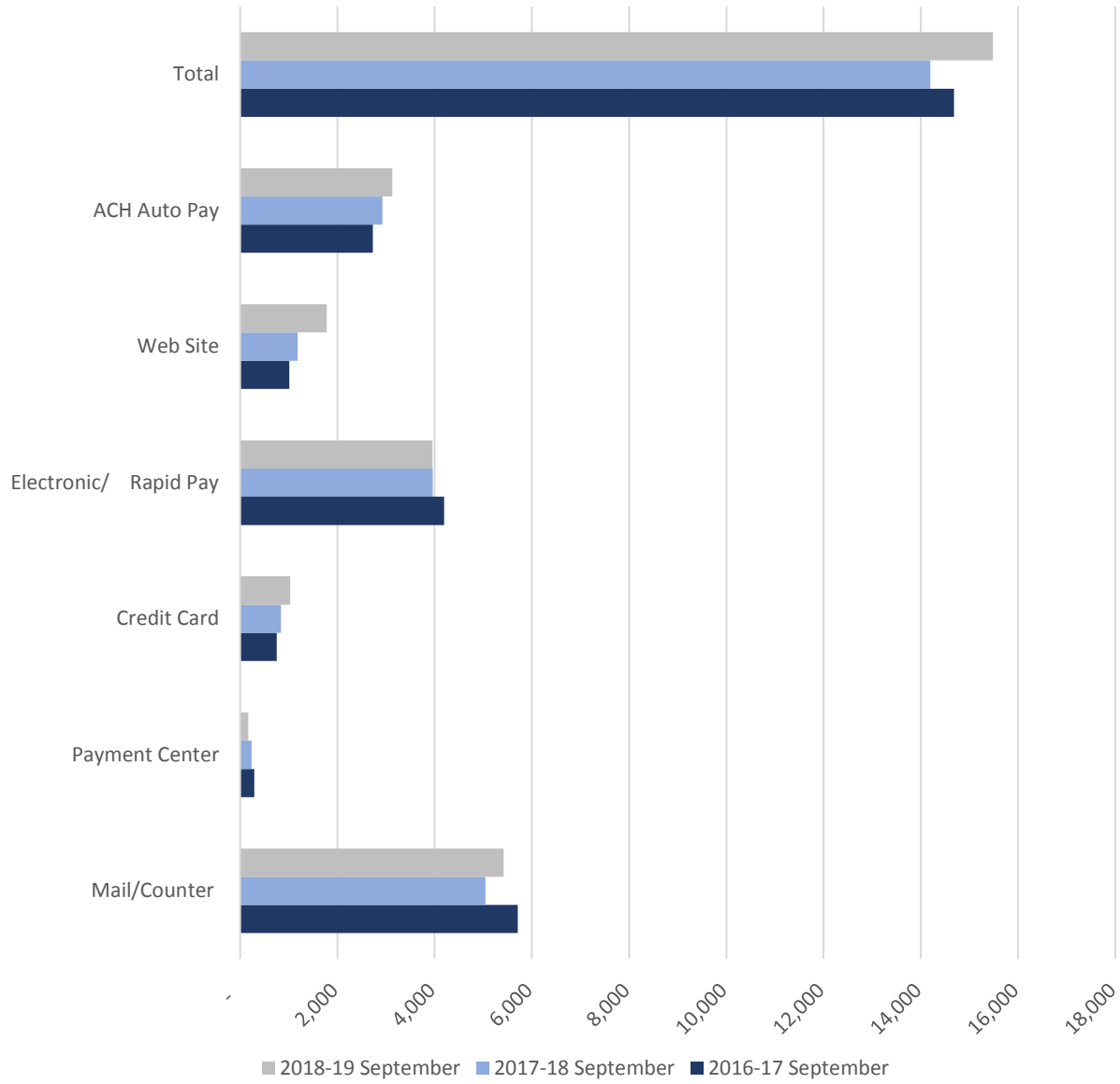
Monthly Revenue Allocation



Summary of Utility Bill Payments:

Payment Method	Number of Payments	% of Total Received
Mail/Counter	5,420	35.01%
Payment Center	166	1.07%
Credit Card	1,032	6.67%
Electronic Rapid Pay	3,952	25.52%
Web Site	1,782	11.51%
ACH Auto Pay	3,131	20.22%
Total	15,483	100.00%

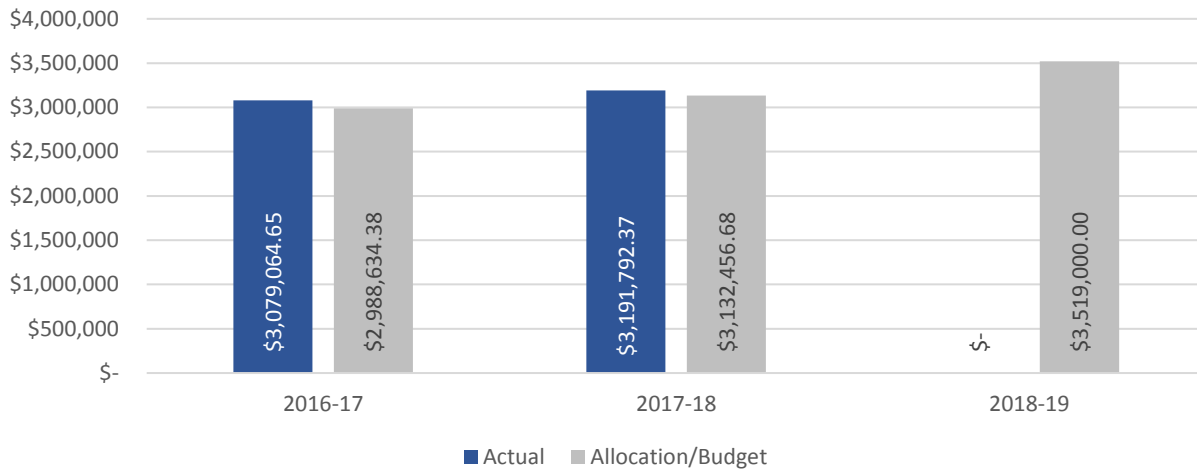
Type of Payments



Summary of Property Tax Revenue:

Current Month	Year-to-Date	Budget Amount	Percentage
Property Taxes	\$ 0	\$ 3,519,000	0%

Property Taxes - Actual vs. Allocation



Investment Summary

[Detailed information can be found on pages 15 to 16 of 25]

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 2018-19 Detail Budget Status

[Detailed information can be found on pages 17 to 25 of 25]

The revenue and expense budget status for the 2018-19 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.

Summary of Revenue Budget				
As of September 30, 2018 (20% of Budget Cycle)				
Division	Current Month	Year-to-Date	Budget Amount	Percentage
Water	\$ 1,042,225	\$ 2,612,245	\$ 14,150,445	18.46%
Sewer	\$ 980,601	\$ 2,274,918	\$ 12,337,754	18.44%
Recycled Water	\$ 81,246	\$ 175,838	\$ 1,293,270	13.60%
District Revenue	\$ 2,104,072	\$ 5,063,001	\$ 27,781,469	18.22%

Summary of Water Budget vs. Expenses				
As of September 30, 2018 (20% of Budget Cycle)				
Department	Current Month	Year-to-Date	Budget Amount	Percentage
Water Resources	\$ 324,451	\$ 1,414,178	\$ 5,274,337	26.81%
Public Works	\$ 239,210	\$ 698,401	\$ 3,177,454	21.98%
Administration	\$ 223,211	\$ 862,182	\$ 3,403,916	25.33%
Long Term Debt	\$ -	\$ 1,718,806	\$ 2,294,738	74.90%
Asset Acquisition	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 786,872	\$ 4,693,567	\$ 14,150,445	33.17%

Summary of Sewer Budget vs. Expenses				
As of September 30, 2018 (20% of Budget Cycle)				
Department	Current Month	Year-to-Date	Budget Amount	Percentage
Treatment	\$ 247,070	\$ 931,448	\$ 4,256,607	21.88%
Administration	\$ 200,636	\$ 676,514	\$ 2,924,466	23.13%
Environmental Control	\$ 92,809	\$ 305,888	\$ 1,322,963	23.12%
Long Term Debt	\$ 2,923,669	\$ 2,923,669	\$ 3,833,718	76.26%
Asset Acquisition	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 3,464,184	\$ 4,837,519	\$ 12,337,754	39.21%

Summary of Recycled Water Budget vs. Expenses				
As of September 30, 2018 (20% of Budget Cycle)				
Department	Current Month	Year-to-Date	Budget Amount	Percentage
Administration	\$ 89,882	\$ 316,511	\$ 1,293,270	24.47%
TOTAL	\$ 89,882	\$ 316,511	\$ 1,293,270	24.47%

District Expenses	\$ 4,340,938	\$ 9,847,597	\$ 27,781,469	35.45%
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Cash Fund Balance Report - September 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	\$ (4,961,368.98)
	*FCC - Future YVRWFF Phase II & III	02-10403	\$ 440,927.95
	*FCC - Recycled System	02-10410	\$ (832,343.53)
	*FCC - Booster Pumping Plants	02-10411	\$ 724,051.23
	*FCC - Pipeline Facilities	02-10412	\$ 178,104.60
	*FCC - Water Storage Reservoirs	02-10413	\$ 2,338,090.33
Operating	Depreciation Reserves	02-10310	\$ 633,178.39
	Infrastructure Reserves	02-10311	\$ 4,172,743.00
	Sustainability Fund	02-10313	\$ 160,316.06
	Rate Stabilization Fund	02-10314	\$ 500,209.14
	Imported Water Fund - MUNI	02-10315	\$ 772,510.37
	Imported Water Fund - SGPWA	02-10316	\$ 789,920.92
	Operating Funds:		\$ (2,128,187.30)
Total Water Division			\$ 3,161,707.34

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	\$ 2,051,515.04
	*FCC - Future WWTP Expansion	03-10407	\$ 1,559,457.57
	*FCC - Sewer Interceptors	03-10415	\$ (726,118.22)
	*FCC - Lift Stations	03-10416	\$ 384,567.66
	*FCC - Effluent Disposal Facilities	03-10417	\$ (1,559,851.52)
	*FCC - Salt Mitigation Facilities	03-10418	\$ (8,769,897.84)
Operating	Project Fund - Encumbered	03-10215	\$ 285,000.00
	Depreciation Reserves	03-10310	\$ 3,921,542.84
	Infrastructure Reserves	03-10311	\$ 5,436,299.97
	Rate Stabilization Fund	03-10314	\$ 1,464,394.90
	Operating Funds:		\$ (1,059,141.42)
Total Wastewater Division			\$ 3,880,931.98

Recycled Water Division		GL#	Balance
Restricted	*FCC - Recycled System	04-10410	\$ 74,178.39
	*FCC - Booster Pumping Plants	04-10411	\$ 11,534.09
	*FCC - Pipeline Facilities	04-10412	\$ 272,145.09
	*FCC - Water Storage Reservoirs	04-10413	\$ 270,701.98
Operating	Project Fund - Encumbered	04-10215	\$ -
	Depreciation Reserves	04-10310	\$ 38,163.01
	Infrastructure Reserves	04-10311	\$ 281,242.31
	Operating Funds:		\$ 272,680.46
Total Recycled Water Division			\$ 1,220,645.33

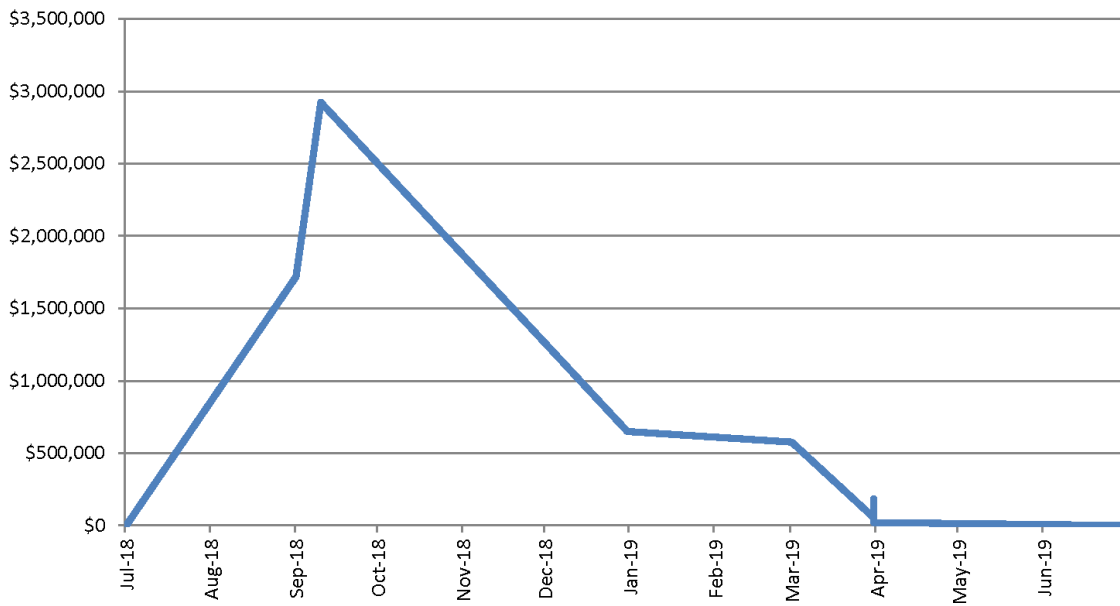
DISTRICT TOTAL \$ 8,263,284.65

*=Restricted Funds

Cash Flow Report for Fiscal Year 2018-19

Financial Obligations for Fiscal Year 2018-19				
Due Date	Fund	Description	Term of Obligation	Amount
9/1/2018	Water	2015A Bond Payment - YVRWFF	2015-2034	\$ 1,718,806.25
9/10/2018	Sewer	SRF Payment - WRWRF	2009-2028	\$ 2,923,668.75
12/31/2018	Sewer	SRF Payment - Yucaipa Regional Brineline	2013-2032	\$ 649,273.50
3/1/2019	Water	2015A Bond Payment - YVRWFF	2015-2034	\$ 575,931.25
3/31/2019	Sewer	SRF Payment - Recycled Reservoir R-10.3	2014-2033	\$ 54,277.31
3/31/2019	Sewer	SRF Payment - Desalinization at WRWRF	2014-2033	\$ 185,251.30
3/31/2019	Sewer	SRF Payment - Crow Street/Recycled Booster B-12.1	2016-2035	\$ 21,247.48
Total				\$ 6,128,455.84

**Payment Schedule and Cash Flow Requirements
for Fiscal Year 2018-19**



Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
9/4/2018	32703	Ameripride Uniform Services	\$ 738.79
9/4/2018	32704	John F. Simister	\$ 223.60
9/4/2018	32705	Eco Pro Environmental Services	\$ 85.00
9/4/2018	32706	Inland Counties Insurance Serv	\$ 73.00
9/4/2018	32707	Innerline Engineering	\$ 1,750.00
9/4/2018	32708	Carlos Murillo	\$ 216.54
9/4/2018	32709	Nagem, Inc.	\$ 170.00
9/4/2018	32710	Pro-Pipe & Supply, Inc.	\$ 19.74
9/4/2018	32711	SB CNTY-Fire Protection Distri	\$ 1,127.70
9/4/2018	32712	Spectrum Business	\$ 1,834.00
9/4/2018	32713	The Gas Company	\$ 55.75
9/4/2018	32714	All American Sewer Tools	\$ 2,394.58
9/4/2018	32715	Avista Technologies, Inc.	\$ 5,044.71
9/4/2018	32716	Brenntag Pacific, Inc	\$ 21,249.80
9/4/2018	32717	Calolympic Glove & Safety Co.,	\$ 238.80
9/4/2018	32718	Commercial Door Metal Systems,	\$ 6,089.40
9/4/2018	32719	Grainger	\$ 882.93
9/4/2018	32720	Hach Company	\$ 220.23
9/4/2018	32721	Harrington Ind. Plastic, LLC	\$ 4,491.62
9/4/2018	32722	House Of Quality, Parts Plus	\$ 1,776.83
9/4/2018	32723	Inland Water Works Supply Co.	\$ 645.56
9/4/2018	32724	Nuckles Oil Company, Inc.	\$ 5,173.51
9/4/2018	32725	BlueTarp Financial, Inc.	\$ 119.99
9/4/2018	32726	Sinclair Rock and Sand Inc.	\$ 3,100.00
9/4/2018	32727	Grainger	\$ 243.43
9/4/2018	32728	DONKOR, KOFI	\$ 60.85
9/4/2018	32729	California Water Environment A	\$ 376.00
9/4/2018	32730	Jeremy Costello	\$ 15.00
9/4/2018	32731	CWEA-TCP (OAKPORT ST.)	\$ 174.00
9/4/2018	32732	Water Environment Federation	\$ 510.00
9/4/2018	32733	Standard Insurance Company	\$ 1,764.72
9/4/2018	32734	Standard Insurance Vision Plan	\$ 1,010.00
9/4/2018	32735	MetLife Small Business Center	\$ 147.22
9/4/2018	32736	Blue Shield of California	\$ 4,266.70
9/4/2018	32737	Nippon Life Insurance Co. of A	\$ 2,314.09
9/10/2018	32738	State Water Resources Control	\$ 55.00
9/10/2018	32739	Matthew Vara	\$ 15.00
9/10/2018	32740	Marcus Almanza	\$ 188.00
9/10/2018	32741	State Water Resources Control	\$ 60.00
9/10/2018	32742	Ronald Elisalda	\$ 150.00
9/10/2018	32743	James Rowell	\$ 165.00
9/10/2018	32744	Marcus Almanza	\$ 226.00
9/10/2018	32745	Luke's Transmission Inc.	\$ 149.80
9/10/2018	32746	Alliant Insurance Services, In	\$ 38,184.00
9/10/2018	32747	Ameripride Uniform Services	\$ 824.41

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
9/10/2018	32748	Bear Communications, Inc.	\$ 1,287.28
9/10/2018	32749	Cal's Towing	\$ 100.00
9/10/2018	32750	Victor James Valenti	\$ 4,251.79
9/10/2018	32751	Corelogic, Inc.	\$ 330.00
9/10/2018	32752	Coverall North America, Inc.	\$ 1,331.00
9/10/2018	32753	Crider Public Relations, Inc.	\$ 3,400.00
9/10/2018	32754	Crown Ace Hardware - Yucaipa	\$ 2,558.46
9/10/2018	32755	VOID CHECK	\$ -
9/10/2018	32756	First American Data Tree, LLC	\$ 50.00
9/10/2018	32757	Eco Pro Environmental Services	\$ 85.00
9/10/2018	32758	Evoqua Water Technologies LLC	\$ 3,983.04
9/10/2018	32759	Fedex	\$ 192.13
9/10/2018	32760	Frontier Communications	\$ 148.30
9/10/2018	32761	G&G Environmental Compliance, I	\$ 4,026.22
9/10/2018	32762	Innerline Engineering	\$ 1,750.00
9/10/2018	32763	JB Paving & Engineering, Inc.	\$ 32,700.00
9/10/2018	32764	Raiset R. Santana and Adriana	\$ 166.68
9/10/2018	32765	MBC Applied Environmental Scie	\$ 1,350.00
9/10/2018	32766	Nautilus Environmental, LLC	\$ 1,500.00
9/10/2018	32767	NetComp Technologies, Inc.	\$ 1,250.00
9/10/2018	32768	Odyssey Power Corporation	\$ 2,450.00
9/10/2018	32769	Office Solutions Business Prod	\$ 49.30
9/10/2018	32770	Pacific Coast Landscape & Desi	\$ 445.00
9/10/2018	32771	John Deere Financial f.s.b.	\$ 1,058.32
9/10/2018	32772	Pro-Pipe & Supply, Inc.	\$ 263.52
9/10/2018	32773	Q Versa, LLC	\$ 49,097.54
9/10/2018	32774	Quinn Company	\$ 702.00
9/10/2018	32775	Hadronex, Inc.	\$ 120.00
9/10/2018	32776	Spectrum Business	\$ 1,834.00
9/10/2018	32777	Underground Service Alert Of S	\$ 485.20
9/10/2018	32778	Yucaipa Disposal, Inc.	\$ 1,548.21
9/10/2018	32779	Yucaipa Valley Water District	\$ 51,074.98
9/10/2018	32780	Aqua-Metric Sales Company	\$ 19,711.56
9/10/2018	32781	Brenntag Pacific, Inc	\$ 19,908.22
9/10/2018	32782	Elite Parts, LLC	\$ 4,411.74
9/10/2018	32783	Fastenal Company	\$ 929.11
9/10/2018	32784	Hach Company	\$ 6,092.40
9/10/2018	32785	Harrington Ind. Plastic, LLC	\$ 2,535.06
9/10/2018	32786	Hasa, Inc.	\$ 3,871.25
9/10/2018	32787	Inland Water Works Supply Co.	\$ 1,794.36
9/10/2018	32788	Nicholas C. Hendrickson	\$ 357.75
9/10/2018	32789	Harold J. Cossette	\$ 43,401.70
9/10/2018	32790	Lowe's Companies, Inc.	\$ 1,671.82
9/10/2018	32791	McMaster-Carr Supply Co.	\$ 99.67
9/10/2018	32792	Nuckles Oil Company, Inc.	\$ 4,756.42

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
9/10/2018	32793	Office Solutions Business Prod	\$ 238.50
9/10/2018	32794	Polydyne Inc.	\$ 2,949.12
9/10/2018	32795	Uline, Inc.	\$ 2,505.53
9/10/2018	32796	Calmat Company	\$ 5,197.09
9/10/2018	32797	YRC, Inc.	\$ 277.62
9/10/2018	32798	ZEP Manufacturing Company	\$ 374.85
9/10/2018	32799	Ward & Ward	\$ 350.00
9/14/2018	32800	PAYROLL CHECK	\$ 2,223.81
9/14/2018	32801	PAYROLL CHECK	\$ 174.16
9/14/2018	32802	WageWorks, Inc.	\$ 1,381.51
9/14/2018	32803	IBEW Local 1436	\$ 667.00
9/14/2018	32804	California State Disbursement	\$ 115.38
9/14/2018	32805	California State Disbursement	\$ 397.38
9/17/2018	32806	Alfa Laval Inc.	\$ 415,517.17
9/17/2018	32807	Delta Partners, LLC	\$ 7,500.00
9/17/2018	32808	Dudek & Associates, Inc	\$ 11,777.59
9/17/2018	32809	One Stop Landscape Supply Inc	\$ 22,995.50
9/17/2018	32810	Platinum Advisors, LLC	\$ 5,125.00
9/17/2018	32811	David L. Wysocki	\$ 3,900.00
9/17/2018	32812	Luke's Transmission Inc.	\$ 676.32
9/17/2018	32813	Ralph C. Casas	\$ 69.95
9/17/2018	32814	Ameripride Uniform Services	\$ 806.80
9/17/2018	32815	AT&T Mobility	\$ 1,758.83
9/17/2018	32816	Burgeson's Heating & Air Cond.	\$ 227.00
9/17/2018	32817	C & B Crushing, Inc.	\$ 200.00
9/17/2018	32818	Cal-Mesa Steel Supply, Inc.	\$ 431.00
9/17/2018	32819	Center Electric Services, Inc.	\$ 277.50
9/17/2018	32820	Central Communications	\$ 439.39
9/17/2018	32821	Clinical Laboratory of San Ber	\$ 12,948.00
9/17/2018	32822	Evoqua Water Technologies LLC	\$ 1,932.41
9/17/2018	32823	Fedex	\$ 172.99
9/17/2018	32824	Warren Anderson Ford	\$ 26,092.72
9/17/2018	32825	J Kevin King	\$ 60.00
9/17/2018	32826	Konica Minolta Business Soluti	\$ 794.14
9/17/2018	32827	Nagem, Inc.	\$ 1,695.20
9/17/2018	32828	Pacific Coast Landscape & Desi	\$ 6,905.00
9/17/2018	32829	San Gorgonio Pass Water Agency	\$ 23,048.31
9/17/2018	32830	Separation Processes, Inc.	\$ 5,471.00
9/17/2018	32831	Spectrum Business	\$ 2,649.00
9/17/2018	32832	Yucaipa Disposal, Inc.	\$ 1,326.19
9/17/2018	32833	All American Sewer Tools	\$ 200.41
9/17/2018	32834	Backflow Apparatus & Valve Co.	\$ 9,599.02
9/17/2018	32835	Brenntag Pacific, Inc	\$ 8,268.13
9/17/2018	32836	Center Electric Services, Inc.	\$ 7,226.93
9/17/2018	32837	Grainger	\$ 427.51

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
9/17/2018	32838	Haaker Equipment Company	\$ 454.00
9/17/2018	32839	Hach Company	\$ 2,930.08
9/17/2018	32840	Hemet Valley Tool Inc.	\$ 329.08
9/17/2018	32841	Inland Water Works Supply Co.	\$ 2,639.18
9/17/2018	32842	Nicholas C. Hendrickson	\$ 357.75
9/17/2018	32843	Inverters R US Corp	\$ 412.99
9/17/2018	32844	Nuckles Oil Company, Inc.	\$ 6,217.51
9/17/2018	32845	Nalco Company	\$ 7,746.75
9/17/2018	32846	Office Solutions Business Prod	\$ 315.55
9/17/2018	32847	Optics Planet, Inc.	\$ 162.49
9/17/2018	32848	Pall Corporation	\$ 17,834.55
9/17/2018	32849	Steven Enterprises, Inc	\$ 807.87
9/17/2018	32850	Terracon Consultants, Inc.	\$ 459.00
9/17/2018	32851	State Water Resources Control	\$ 90.00
9/17/2018	32852	California Water Environment A	\$ 376.00
9/17/2018	32853	Kelly Hamilton	\$ 188.00
9/17/2018	32854	American Family Life Assurance	\$ 3,410.03
9/17/2018	32855	Western Dental Services, Inc.	\$ 203.54
9/17/2018	32856	Sara Onate	\$ 162.54
9/17/2018	32857	WageWorks, Inc.	\$ 207.50
9/24/2018	32858	State Water Resources Control	\$ 140.00
9/24/2018	32859	California Water Environment A	\$ 188.00
9/24/2018	32860	NOBLE, ANEESA	\$ 110.37
9/24/2018	32861	American Eagle Interiors, Inc.	\$ 3,178.00
9/24/2018	32862	Ameripride Uniform Services	\$ 854.45
9/24/2018	32863	John F. Simister	\$ 487.05
9/24/2018	32864	Best Home Center	\$ 127.37
9/24/2018	32865	Burgeson's Heating & Air Cond.	\$ 1,420.00
9/24/2018	32866	Center Electric Services, Inc.	\$ 1,910.79
9/24/2018	32867	Cliff's Pest Control, Inc.	\$ 115.00
9/24/2018	32868	David Sunden	\$ 2,615.96
9/24/2018	32869	Eco Pro Environmental Services	\$ 85.00
9/24/2018	32870	Frontier Communications	\$ 149.58
9/24/2018	32871	Hudco, Inc.	\$ 537.17
9/24/2018	32872	InfoSend, Inc.	\$ 6,738.18
9/24/2018	32873	Innerline Engineering	\$ 5,250.00
9/24/2018	32874	JB Paving & Engineering, Inc.	\$ 600.00
9/24/2018	32875	Krieger & Stewart	\$ 90,650.22
9/24/2018	32876	Nagem, Inc.	\$ 552.50
9/24/2018	32877	NetComp Technologies, Inc.	\$ 850.00
9/24/2018	32878	Office Solutions Business Prod	\$ 123.28
9/24/2018	32879	John Deere Financial f.s.b.	\$ 736.24
9/24/2018	32880	Project Resources Group	\$ 3,206.82
9/24/2018	32881	Quinn Company	\$ 4,042.45
9/24/2018	32882	Western Oilfields Supply Compa	\$ 4,813.18

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
9/24/2018	32883	Red Alert Special Couriers	\$ 344.26
9/24/2018	32884	SB CNTY-Fire Protection Distri	\$ 2,373.00
9/24/2018	32885	SCE Rosemead	\$ 278,103.48
9/24/2018	32886	Southern CA Emergency Medicine	\$ 450.00
9/24/2018	32887	Association of San Bernardino	\$ 35.00
9/24/2018	32888	The Counseling Team Internatio	\$ 480.00
9/24/2018	32889	Tri County Pump Company	\$ 129,238.83
9/24/2018	32890	Aqua-Metric Sales Company	\$ 131,230.89
9/24/2018	32891	American Water Works Assoc.	\$ 91.50
9/24/2018	32892	Brenntag Pacific, Inc	\$ 10,064.35
9/24/2018	32893	Evans-Hydro Inc.	\$ 7,626.93
9/24/2018	32894	Fisher Scientific Co.	\$ 494.43
9/24/2018	32895	Grainger	\$ 1,299.02
9/24/2018	32896	Hach Company	\$ 96.92
9/24/2018	32897	Inland Water Works Supply Co.	\$ 15,245.46
9/24/2018	32898	Nuckles Oil Company, Inc.	\$ 7,660.01
9/24/2018	32899	Nalco Company	\$ 5,164.50
9/24/2018	32900	National Business Furniture LL	\$ 2,392.05
9/24/2018	32901	Pro-Pipe & Supply, Inc.	\$ 267.22
9/24/2018	32902	Sinclair Rock and Sand Inc.	\$ 3,100.00
9/24/2018	32903	ZEP Manufacturing Company	\$ 10.78
9/28/2018	32904	PAYROLL CHECK	\$ 2,400.72
9/28/2018	32905	WageWorks, Inc.	\$ 1,381.51
9/28/2018	32906	California State Disbursement	\$ 115.38
9/28/2018	32907	California State Disbursement	\$ 397.38
9/28/2018	32908	US Healthworks Medical Group,	\$ 311.27
9/28/2018	32909	Joan Cadiz	\$ 603.36
9/28/2018	32910	Joe DeSalliers	\$ 646.39
9/28/2018	32911	Rodd Greene	\$ 648.15
9/28/2018	32912	Dennis Neff	\$ 599.99
9/28/2018	32913	Robert Wall	\$ 599.99
9/28/2018	32914	Blue Shield of California	\$ 2,582.80
			<u>\$ 1,765,962.88</u>

Check Register - September 2018

<u>Check Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Check Amount</u>
9/4/2018	electronic pmt	Public Employees' Retirement S	\$ 700.00
9/14/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 56,420.74
9/14/2018	electronic pmt	CA-EDD	\$ 10,129.79
9/14/2018	electronic pmt	VOYA-457	\$ 6,202.14
9/14/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 26,191.24
9/14/2018	electronic pmt	Public Employees' Retirement S	\$ 28,681.68
9/28/2018	electronic pmt	IRS - PAYROLL TAXES	\$ 54,451.54
9/28/2018	electronic pmt	CA-EDD	\$ 9,986.62
9/28/2018	electronic pmt	VOYA-457	\$ 4,916.14
9/28/2018	electronic pmt	CA-PERS Supplemental Income 45	\$ 23,523.73
9/28/2018	electronic pmt	Public Employees' Retirement S	\$ 28,805.20
9/30/2018	electronic pmt	CalPERS - HEALTH	\$ 86,901.69
			\$ 336,910.51

Investment Summary - September 2018

U.S. TREASURIES

Quantity	Description	Cusip	Maturity Date	Yield	Cost of Purchase	Market Value
510,000	US Treasury Bill	912796QM4	June 20, 2019	2.150%	\$ 500,225.51	\$ 510,557.36
510,000			Total Values		\$ 500,225.51	\$ 510,557.36

Money Market Account Activity-Beginning Balance	\$ 10,035.45
7/31/17 - Bond Interest	\$ -
7/31/18 - Dividend/Interest	\$ 2.81
Cusip 912796PQ6 Accrued Interest Paid	
Business Account Fee	\$ -
Income	\$ 2.81
Intra-Bank Transfers to/from Investment Checking	\$ -
Fund Transfers	\$ -
Cusip Maturity	\$ -
Redemptions	\$ -
Cusip Purchase	\$ -
Purchases	\$ -
Ending Balance - Money Market	\$ 10,038.26
US Treasury Securities Investment Principal	\$ 500,225.51
Total Assets	\$ 510,263.77

Note: As of 10/4/18, the updated treasury information for September has not been received. The information above is as of 8/31/18.

Investment Summary - September 2018

LOCAL AGENCY INVESTMENT FUND

PERIOD	TOTAL WITHDRAWAL AMOUNT	TOTAL DEPOSIT AMOUNT	ACCRUED INTEREST (QUARTERLY)	ENDING BALANCE
July 31, 2018	\$ -	\$ -	\$ 50,409.17	\$ 10,674,082.68
August 31, 2018	\$ (4,000,000.00)	\$ -	\$ -	\$ 6,674,082.68
September 30, 2018	\$ -	\$ -	\$ -	\$ 6,674,082.68
October 31, 2018	\$ -	\$ -	\$ -	\$ 6,674,082.68
November 30, 2018	\$ -	\$ -	\$ -	\$ 6,674,082.68
December 31, 2018	\$ -	\$ -	\$ -	\$ 6,674,082.68
January 31, 2019	\$ -	\$ -	\$ -	\$ 6,674,082.68
February 28, 2019	\$ -	\$ -	\$ -	\$ 6,674,082.68
March 31, 2019	\$ -	\$ -	\$ -	\$ 6,674,082.68
April 30, 2019	\$ -	\$ -	\$ -	\$ 6,674,082.68
May 31, 2019	\$ -	\$ -	\$ -	\$ 6,674,082.68
June 30, 2019	\$ -	\$ -	\$ -	\$ 6,674,082.68

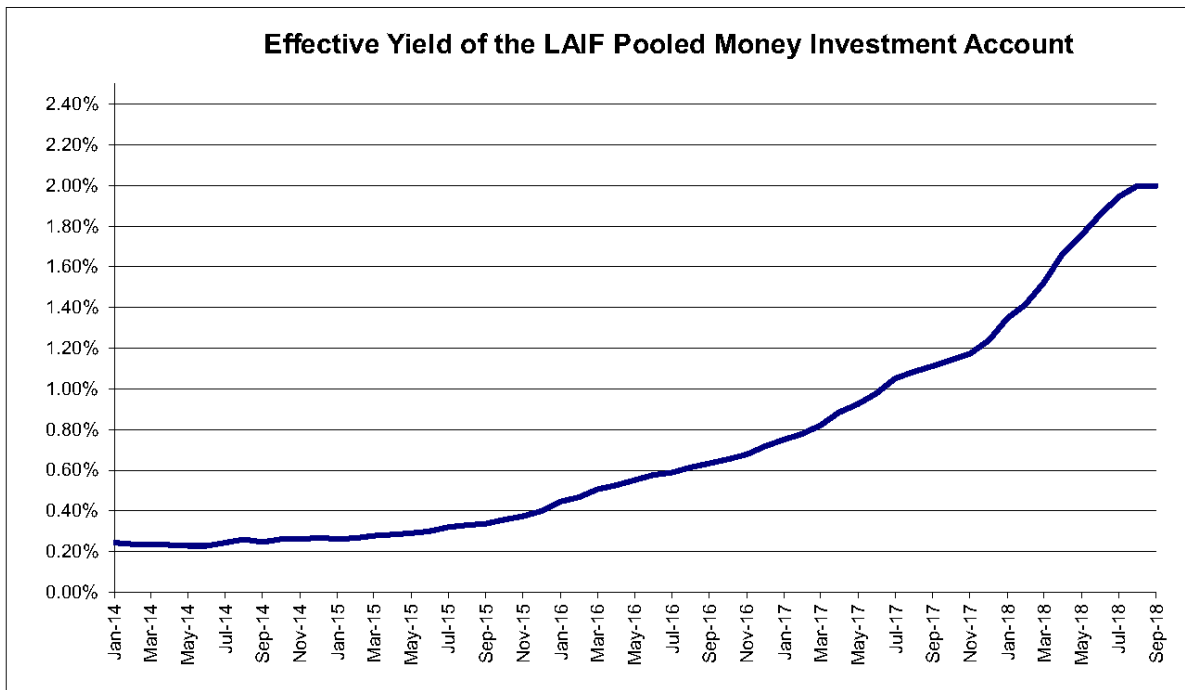
L.A.I.F. INCOME SUMMARY

CURRENT QUARTER FY YEAR-TO-DATE

INCOME RECEIVED

\$ 50,409.17

\$ 50,409.17



FY 2018-19 Water Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
02-40010	Sales - Water	\$ 5,958,445	\$ 621,559	\$ 1,533,732	25.74%
02-40011	Sales - Construction Water	\$ 25,000	\$ 20,620	\$ 43,570	174.28%
02-40012	Sales - Imported Water (SGPWA)	\$ 250,000	\$ 24,027	\$ 77,783	31.11%
02-40013	Sales - Imported Water (MUNI)	\$ 850,000	\$ 86,000	\$ 193,277	22.74%
02-40014	Sales Disc.-Multi Units Usage Chrg.	\$ (110,000)	\$ (10,106)	\$ (25,039)	22.76%
02-40015	Water Wholesale Revenue	\$ 200,000	\$ -	\$ 20,728	10.36%
02-40016	Service Establishment Fee	\$ 5,000	\$ 25	\$ 600	12.00%
02-41000	Service Demand Charges	\$ 3,400,000	\$ 266,003	\$ 588,638	17.31%
02-41001	Fire Service Standby Fees	\$ 45,000	\$ 3,221	\$ 7,811	17.36%
02-41003	Construction Service Charge	\$ 15,000	\$ 271	\$ 598	3.99%
02-41005	Sales Disc-Multi Units Service Chrg.	\$ (135,000)	\$ (11,360)	\$ (25,229)	18.69%
02-41010	Unauthorized Use of Water Charge	\$ 2,000	\$ -	\$ -	0.00%
02-41110	Meter/Lateral installation	\$ 50,000	\$ -	\$ 19,940	39.88%
02-41112	Fire Flow Test Fees	\$ 4,500	\$ 575	\$ 875	19.44%
02-41113	Disconnect/Reconnect Fees	\$ 100,000	\$ 7,725	\$ 17,775	17.78%
02-41121	Penalty - Late Charges	\$ 135,000	\$ 16,416	\$ 36,720	27.20%
02-41124	Bad Debt	\$ (20,000)	\$ -	\$ 335	-1.68%
02-42122	Revenue - Other Operating	\$ -	\$ (6)	\$ (6)	N/A
02-42123	Management & Accounting Fees	\$ 202,500	\$ 16,875	\$ 50,625	25.00%
02-43010	Interest Earned	\$ 85,000	\$ -	\$ 26,174	30.79%
02-43110	Property Tax - Unsecured	\$ 80,000	\$ -	\$ -	0.00%
02-43120	Property Tax - Secured	\$ 2,700,000	\$ -	\$ -	0.00%
02-43130	Tax Collection - Prior	\$ 25,000	\$ -	\$ -	0.00%
02-43140	Other Taxes	\$ 180,000	\$ -	\$ -	0.00%
02-49110	Rental Income (WATER STOCK)	\$ 3,000	\$ -	\$ -	0.00%
02-49150	Revenue - Misc. Non-Operating	\$ 100,000	\$ 380	\$ 9,587	9.59%
	WATER OPERATING REVENUE	\$ 14,150,445	\$ 1,042,225	\$ 2,612,245	18.46%
	Grants	\$ -	\$ -	\$ -	
02-89901	Facility Capacity Charges	\$ -	\$ 13,478	\$ 127,391	
02-89902	Sustainability	\$ -	\$ 881	\$ 38,532	
	TOTAL WATER REVENUE	\$ 14,150,445	\$ 1,056,583	\$ 2,778,168	

NOTE: Plan check & inspection fees to 02-42122

FY 2018-19 Sewer Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
03-40016	Sales - Establish Service Fee	\$ 500	\$ 25	\$ 25	5.00%
03-41000	Sales - Sewer Charges	\$ 12,116,254	\$ 968,244	\$ 2,241,034	18.50%
03-41005	Sales Disc-Multi Units Service Chrg.	\$ (200,000)	\$ (18,304)	\$ (42,209)	21.10%
03-41110	Meter/Lateral Installation	\$ 2,500	\$ 2,500	\$ 2,500	100.00%
03-41121	Penalty - Late Charges	\$ 135,000	\$ 11,526	\$ 32,692	24.22%
03-41124	Bad Debt	\$ (15,000)	\$ -	\$ -	0.00%
03-41131	Front Footage Fees	\$ 30,000	\$ 16,250	\$ 16,250	54.17%
03-42122	Revenue - Other Operating	\$ 2,000	\$ 360	\$ 360	18.00%
03-43010	Interest Earned	\$ 95,000	\$ -	\$ 24,208	25.48%
03-43110	Property Tax - Unsecured	\$ 50,000	\$ -	\$ -	0.00%
03-43120	Property Tax - Secured	\$ 100,000	\$ -	\$ -	0.00%
03-43130	Tax Collection - Prior	\$ 10,000	\$ -	\$ -	0.00%
03-43140	Other Taxes	\$ 1,500	\$ -	\$ -	0.00%
03-49150	Misc. Non-Oper Revenue	\$ 10,000	\$ -	\$ 58	0.58%
	SEWER OPERATING REVENUE	\$ 12,337,754	\$ 980,601	\$ 2,274,918	18.44%
	Grants	\$ -	\$ -	\$ -	
03-89901	Facility Capacity Charges	\$ -	\$ 22,065	\$ 211,148	
03-89903	Contrib Capital-Front Footage Fees	\$ -	\$ -	\$ -	
03-89905	Contrib Capital-Infrastructure	\$ -	\$ -	\$ 9,000	
	TOTAL SEWER REVENUE	\$ 12,337,754	\$ 1,002,667	\$ 2,495,066	

FY 2018-19 Recycled Revenue					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
04-40010	Sales - Recycled Water	\$ 694,270	\$ 74,707	\$ 152,653	21.99%
04-40011	Sales - Construction Water	\$ 65,000	\$ 8	\$ 87	0.13%
04-41000	Sales - Service Demand Chrg.	\$ 85,000	\$ 6,283	\$ 13,747	16.17%
04-41003	Const. Water Minimum Chrg.	\$ 5,000	\$ 56	\$ 118	2.37%
04-41110	Meter/Lateral installation	\$ 45,000	\$ -	\$ 2,940	6.53%
04-41121	Penalty - Late Charges	\$ 5,000	\$ 191	\$ 913	18.25%
04-41122	Revenue - Other Operating	\$ 500	\$ -	\$ -	0.00%
04-43010	Interest Earned	\$ 20,000	\$ -	\$ 5,380	26.90%
04-43110	Property Tax - Unsecured	\$ 10,000	\$ -	\$ -	0.00%
04-43120	Property Tax - Secured	\$ 350,000	\$ -	\$ -	0.00%
04-43130	Property Tax - Prior	\$ 10,000	\$ -	\$ -	0.00%
04-43140	Property Tax - Other	\$ 2,500	\$ -	\$ -	0.00%
04-49150	Misc. Non-Operating Revenue	\$ 1,000	\$ -	\$ -	0.00%
	RECYCLED OPERATING REVENUE	\$ 1,293,270	\$ 81,246	\$ 175,838	13.60%
	Grants	\$ -	\$ -	\$ -	
04-89901	Facility Capacity Charges	\$ -	\$ -	\$ 21,061	
	TOTAL RECYCLED REVENUE	\$ 1,293,270	\$ 81,246	\$ 196,899	

FY 2018-19 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
02-5-01-50010	Labor-Water Resources	\$ 997,976	\$ 69,612	\$ 222,832	22.33%
02-5-01-50011	Labor Credit	\$ -	\$ -	\$ -	
02-5-01-50013	Benefits-Fica	\$ 76,345	\$ 5,512	\$ 17,588	23.04%
02-5-01-50014	Benefits-Life Insurance	\$ 5,568	\$ 115	\$ 373	6.70%
02-5-01-50016	Benefits-Health\Defrd Comp	\$ 218,544	\$ 29,406	\$ 64,409	29.47%
02-5-01-50017	Benefits-Disability Insurance	\$ 8,982	\$ 1,005	\$ 3,207	35.70%
02-5-01-50019	Benefits-Workers Compensation	\$ 26,945	\$ -	\$ 2,024	7.51%
02-5-01-50021	Benefits-PERS-Employee	\$ -	\$ (154)	\$ (3,129)	
02-5-01-50022	Benefits-PERS-Employer	\$ 149,696	\$ 4,800	\$ 14,858	9.93%
02-5-01-50023	Benefits-Uniforms	\$ 5,800	\$ 99	\$ 538	9.27%
02-5-01-50024	Benefits-Vacation & Sick Pay	\$ 6,001	\$ 1,017	\$ 2,567	42.78%
02-5-01-50025	Benefits-Boot Allowance	\$ 3,480	\$ -	\$ 900	25.86%
02-5-01-51003	R&M - Structures	\$ 319,000	\$ 9,938	\$ 267,239	83.77%
02-5-01-51011	R&M - CLA Valves	\$ 20,000	\$ -	\$ 11,427	57.13%
02-5-01-51140	General Supplies & Expenses	\$ 2,000	\$ -	\$ 74	3.69%
02-5-01-51210	Utilities - Power Purchases	\$ 1,394,000	\$ 162,753	\$ 370,231	26.56%
02-5-01-51211	Utilities - Electricity & Fuel	\$ 5,000	\$ 364	\$ 941	18.81%
02-5-01-51316	Imported Water Purchases	\$ 1,200,000	\$ -	\$ 284,515	23.71%
02-5-01-54019	Licenses & Permits	\$ 70,000	\$ 1,192	\$ 1,192	1.70%
02-5-01-54110	Laboratory Services	\$ 65,000	\$ -	\$ 25,613	39.40%
02-5-01-57040	YVRWFF Operating Expense	\$ 700,000	\$ 38,792	\$ 126,780	18.11%
	WATER RESOURCE TOTALS	\$ 5,274,337	\$ 324,451	\$ 1,414,178	26.81%
02-5-03-50010	Labor-Public Works	\$ 1,650,107	\$ 111,275	\$ 305,509	18.51%
02-5-03-50011	Labor Credit	\$ -	\$ -	\$ (3,036)	
02-5-03-50013	Benefits-Fica	\$ 126,443	\$ 8,686	\$ 23,907	18.91%
02-5-03-50014	Benefits-Life Insurance	\$ 10,776	\$ 202	\$ 568	5.27%
02-5-03-50016	Benefits-Health\Defrd Comp	\$ 422,958	\$ 68,196	\$ 137,532	32.52%
02-5-03-50017	Benefits-Disability Insurance	\$ 14,851	\$ 1,511	\$ 4,245	28.59%
02-5-03-50019	Benefits-Workers Compensation	\$ 44,553	\$ 311	\$ 2,335	5.24%
02-5-03-50021	Benefits-PERS Employee	\$ -	\$ (445)	\$ (5,486)	
02-5-03-50022	Benefits-PERS Employer	\$ 247,516	\$ 7,587	\$ 23,028	9.30%
02-5-03-50023	Benefits-Uniforms	\$ 11,225	\$ 471	\$ 3,337	29.73%
02-5-03-50024	Benefits-Vacation & Sick Pay	\$ 4,000	\$ 393	\$ 1,440	36.00%
02-5-03-50025	Benefits-Boot Allowance	\$ 6,525	\$ -	\$ 6,900	105.75%
02-5-03-51001	R & M -Vehicles & Equipment	\$ 200,000	\$ 7,999	\$ 56,536	28.27%
02-5-03-51011	R&M - Valves	\$ 10,000	\$ -	\$ 800	8.00%
02-5-03-51020	R&M - Pipelines	\$ 225,000	\$ 14,093	\$ 52,853	23.49%
02-5-03-51021	R&M - Service Lines	\$ 96,000	\$ 5,978	\$ 16,092	16.76%
02-5-03-51022	R&M - Fire Hydrants	\$ 25,000	\$ 1,000	\$ 8,272	33.09%
02-5-03-51029	R&M - Backflow	\$ 20,000	\$ 9,599	\$ 13,430	67.15%
02-5-03-51030	R&M - Water Meters	\$ 30,000	\$ 2,354	\$ 48,043	160.14%
02-5-03-51031	Fire Flow Testing	\$ 30,000	\$ -	\$ 3,117	10.39%
02-5-03-51092	Equipment Credits	\$ -	\$ -	\$ (2,516)	
02-5-03-51140	General Supplies & Expenses	\$ 2,500	\$ -	\$ 1,493	59.73%
	PUBLIC WORKS TOTALS	\$ 3,177,454	\$ 239,210	\$ 698,401	21.98%

FY 2018-19 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
02-5-06-50010	Labor-Administration	\$ 602,359	\$ 42,432	\$ 142,756	23.70%
02-5-06-50011	Labor Credit	\$ -	\$ -	\$ (556)	
02-5-06-50012	Director Fees	\$ 25,000	\$ 2,853	\$ 4,751	19.00%
02-5-06-50013	Benefits-Fica	\$ 46,080	\$ 3,362	\$ 10,977	23.82%
02-5-06-50014	Benefits-Life Insurance	\$ 2,952	\$ 105	\$ 351	11.88%
02-5-06-50016	Benefits-Health\Defrd Comp	\$ 115,866	\$ 23,254	\$ 53,853	46.48%
02-5-06-50017	Benefits-Disability Insurance	\$ 5,421	\$ 583	\$ 2,090	38.56%
02-5-06-50019	Benefits-Workers Compensation	\$ 16,264	\$ -	\$ 1,012	6.22%
02-5-06-50021	Benefits PERS Employee	\$ -	\$ (117)	\$ (2,544)	
02-5-06-50022	Benefits PERS Employer	\$ 90,354	\$ 3,220	\$ 10,809	11.96%
02-5-06-50023	Uniforms	\$ 3,075	\$ 98	\$ 383	12.46%
02-5-06-50024	Benefits-Vacation & Sick Pay	\$ 10,000	\$ 283	\$ 1,042	10.42%
02-5-06-50025	Benefits-Boots	\$ 1,845	\$ -	\$ 3,300	178.86%
02-5-06-51003	R&M - Structures	\$ 30,000	\$ 4,029	\$ 10,837	36.12%
02-5-06-51091	Expense Credits (overhead)	\$ -	\$ -	\$ (1,065)	
02-5-06-51120	Safety Equipment/Supplies	\$ 25,000	\$ -	\$ 4,530	18.12%
02-5-06-51125	Petroleum Products	\$ 105,000	\$ 14,428	\$ 51,078	48.65%
02-5-06-51130	Office Supplies & Expenses	\$ 35,000	\$ 961	\$ 7,395	21.13%
02-5-06-51140	General Supplies & Expenses	\$ 35,000	\$ -	\$ 7,117	20.33%
02-5-06-51199	Disaster Incidences	\$ -	\$ -	\$ -	
02-5-06-51211	Utilities - Electricity	\$ 65,000	\$ 3,903	\$ 11,151	17.16%
02-5-06-51213	Utilities - Natural Gas	\$ 1,500	\$ -	\$ 59	3.92%
02-5-06-54002	Dues & Subscriptions	\$ 41,500	\$ 1,316	\$ 4,655	11.22%
02-5-06-54005	Computer Expenses	\$ 100,000	\$ 1,350	\$ 13,490	13.49%
02-5-06-54010	Postage	\$ 4,200	\$ 173	\$ 690	16.42%
02-5-06-54011	Printing & Publications	\$ -	\$ -	\$ 101	
02-5-06-54012	Education & Training	\$ 15,000	\$ 392	\$ 6,120	40.80%
02-5-06-54013	Utility Billing Expenses	\$ 150,000	\$ 5,099	\$ 37,862	25.24%
02-5-06-54014	Public Relations	\$ 25,000	\$ -	\$ 5,260	21.04%
02-5-06-54016	Travel Related Expenses	\$ 8,000	\$ -	\$ 2,519	31.49%
02-5-06-54017	Certifications & Renewals	\$ 8,000	\$ 495	\$ 2,048	25.60%
02-5-06-54020	Meeting Related Expenses	\$ 8,000	\$ 105	\$ 1,354	16.93%
02-5-06-54022	Utilities - YVWD Services	\$ 60,000	\$ -	\$ 40,587	67.65%
02-5-06-54024	Utilities - Waste Disposal	\$ 2,500	\$ -	\$ 3,039	121.55%
02-5-06-54025	Utilities - Telephone & Internet	\$ 45,000	\$ 2,205	\$ 11,066	24.59%
02-5-06-54099	Conservation & Rebates	\$ 30,000	\$ -	\$ -	0.00%
02-5-06-54104	Contractual Services	\$ 100,000	\$ 2,242	\$ 24,587	24.59%
02-5-06-54107	Legal	\$ 50,000	\$ -	\$ 4,554	9.11%
02-5-06-54108	Audit & Accounting	\$ 12,000	\$ -	\$ -	0.00%
02-5-06-54109	Professional Fees	\$ 165,000	\$ 2,500	\$ 48,724	29.53%
02-5-06-55500	Depreciation Reserves	\$ 200,000	\$ 16,667	\$ 50,000	25.00%
	Infrastructure Replacement	\$ 1,000,000	\$ 83,333	\$ 249,999	25.00%
02-5-06-56001	Insurance	\$ 100,000	\$ 7,942	\$ 25,570	25.57%
02-5-06-57030	Regulatory Compliance	\$ 15,000	\$ -	\$ 10,630	70.86%
02-5-06-57090	Election Related Expenses	\$ 5,000	\$ -	\$ -	
02-5-06-57096	Beaumont Basin Watermaster	\$ 44,000	\$ -	\$ -	0.00%
02-5-06-57199	Suspense	\$ -	\$ -	\$ -	

FY 2018-19 Water Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
	ADMINISTRATION TOTALS	\$ 3,403,916	\$ 223,211	\$ 862,182	25.33%
02-5-40-57201	Debt Srv-Series 2015A Princ.(2500	\$ 1,115,000	\$ -	\$ 1,115,000	100.00%
02-5-40-57402	Interest-Long-Term Debt Bonds	\$ 1,179,738	\$ -	\$ 603,806	51.18%
	40 - Debt	\$ 2,294,738	\$ -	\$ 1,718,806	74.90%
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)	\$ -	\$ -	\$ -	--
	40 - Capital Outlay	\$ -	\$ -	\$ -	--
				\$ 4,693,567	
	TOTAL WATER EXPENSES	\$ 14,150,445	\$ 786,872	\$ 4,693,567	33.17%

FY 2018-19 Sewer Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
03-5-02-50010	Labor-S Treatment	\$ 1,170,711	\$ 79,061	\$ 240,891	20.58%
03-5-02-50013	Benefits-Fica	\$ 89,559	\$ 6,130	\$ 18,656	20.83%
03-5-02-50014	Benefits-Life Insurance	\$ 6,336	\$ 131	\$ 409	6.45%
03-5-02-50016	Benefits-Health\Defrd Comp	\$ 248,688	\$ 31,792	\$ 64,866	26.08%
03-5-02-50017	Benefits-Disability Insurance	\$ 10,536	\$ 1,098	\$ 3,374	32.02%
03-5-02-50019	Benefits-Workers Compensation	\$ 31,609	\$ -	\$ 2,024	6.40%
03-5-02-50021	Benefits-PERS Employee	\$ -	\$ (154)	\$ (3,128)	
03-5-02-50022	Benefits-PERS Employer	\$ 175,607	\$ 5,440	\$ 16,518	9.41%
03-5-02-50023	Benefits-Uniforms	\$ 6,600	\$ 199	\$ 872	13.21%
03-5-02-50024	Benefits-Vacation & Sick Pay	\$ 5,001	\$ 723	\$ 2,273	45.44%
03-5-02-50025	Benefits-Boot Allowance	\$ 3,960	\$ -	\$ 5,400	136.36%
03-5-02-51003	R&M - Structures	\$ 300,000	\$ 9,154	\$ 81,307	27.10%
03-5-02-51010	R&M - Automation Control	\$ 70,000	\$ -	\$ 21,435	30.62%
03-5-02-51106	Chemicals	\$ 600,000	\$ 21,499	\$ 160,529	26.75%
03-5-02-51111	Propane	\$ 1,000	\$ -	\$ -	0.00%
03-5-02-51115	Laboratory Supplies	\$ 35,000	\$ 2,930	\$ 9,281	26.52%
03-5-02-51140	General Supplies & Expenses	\$ 2,000	\$ 16	\$ 952	47.60%
03-5-02-51210	Utilities - Power Purchases	\$ 800,000	\$ 88,673	\$ 242,060	30.26%
03-5-02-54110	Laboratory Services	\$ 85,000	\$ 344	\$ 18,500	21.77%
03-5-02-57031	Sludge Disposal	\$ 230,000	\$ -	\$ 42,740	18.58%
03-5-02-57034	Brine Operating Expenses	\$ 385,000	\$ 33	\$ 2,489	0.65%
	TREATMENT TOTALS	\$ 4,256,607	\$ 247,070	\$ 931,448	21.88%
03-5-06-50010	Labor-Administration	\$ 602,359	\$ 42,432	\$ 132,713	22.03%
03-5-06-50011	Labor Credit	\$ -	\$ -	\$ -	
03-5-06-50012	Directors Fees	\$ 25,000	\$ 2,853	\$ 4,751	19.00%
03-5-06-50013	Benefits-Fica	\$ 46,080	\$ 3,362	\$ 10,189	22.11%
03-5-06-50014	Benefits-Life Insurance	\$ 2,952	\$ 105	\$ 332	11.26%
03-5-06-50016	Benefits-Health\Defrd Comp	\$ 115,866	\$ 23,319	\$ 51,507	44.45%
03-5-06-50017	Benefits-Disability Insurance	\$ 5,421	\$ 583	\$ 1,943	35.85%
03-5-06-50019	Benefits-Workers Compensation	\$ 16,264	\$ -	\$ 1,012	6.22%
03-5-06-50021	Benefits PERS Employee	\$ -	\$ (94)	\$ (2,093)	
03-5-06-50022	Benefits PERS Employer	\$ 90,354	\$ 3,220	\$ 10,395	11.50%
03-5-06-50023	Benefits-Uniforms	\$ 3,075	\$ 31	\$ 129	4.20%
03-5-06-50024	Benefits-Vacation & Sick Pay	\$ 5,000	\$ 283	\$ 1,042	20.84%
03-5-06-50025	Benefits-Boot Allowance	\$ 1,845	\$ -	\$ -	0.00%
03-5-06-51120	Safety Equipment/Supplies	\$ 5,500	\$ -	\$ 3,426	62.29%
03-5-06-51125	Petroleum Products	\$ 18,000	\$ 1,500	\$ 4,500	25.00%
03-5-06-51130	Office Supplies	\$ 10,000	\$ 335	\$ 717	7.17%
03-5-06-51140	General Supplies & Expenses	\$ 30,000	\$ 11	\$ 5,680	18.93%
03-5-06-51199	Disaster Repairs	\$ -	\$ -	\$ -	
03-5-06-54002	Dues & Subscriptions	\$ 25,000	\$ 510	\$ 1,015	4.06%
03-5-06-54003	Management & Admin Services	\$ 202,500	\$ 16,875	\$ 50,625	25.00%
03-5-06-54005	Computer Expenses	\$ 100,000	\$ 1,001	\$ 12,720	12.72%
03-5-06-54011	Printing & Publications	\$ -	\$ -	\$ 101	N/A
03-5-06-54012	Education & Training	\$ 15,000	\$ -	\$ 4,986	33.24%
03-5-06-54014	Public Relations	\$ 25,000	\$ -	\$ -	0.00%
03-5-06-54016	Travel Related Expenses	\$ 10,000	\$ -	\$ 3,427	34.27%
03-5-06-54017	Certifications & Renewals	\$ 7,500	\$ 210	\$ 1,472	19.63%
03-5-06-54019	Licenses & Permits	\$ 65,000	\$ 2,373	\$ 2,873	4.42%
03-5-06-54020	Meeting Related Expenses	\$ 5,000	\$ 70	\$ 1,138	22.76%

FY 2018-19 Sewer Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
03-5-06-54022	Utilities - YVWD Services	\$ 1,500	\$ -	\$ 339	22.63%
03-5-06-54024	Utilities - Waste Disposal	\$ 13,000	\$ -	\$ 4,081	31.39%
03-5-06-54025	Utilities - Telephone & Internet	\$ 45,000	\$ 3,479	\$ 13,878	30.84%
03-5-06-54030	Drinking Water	\$ 1,250	\$ 70	\$ 240	19.19%
03-5-06-54104	Contractual Services	\$ 50,000	\$ 803	\$ 14,413	28.83%
03-5-06-54107	Legal	\$ 45,000	\$ 350	\$ 6,182	13.74%
03-5-06-54108	Audit & Accounting	\$ 12,000	\$ -	\$ -	0.00%
03-5-06-54109	Professional Fees	\$ 159,000	\$ 2,500	\$ 38,823	24.42%
03-5-06-55500	Depreciation Reserves	\$ 500,000	\$ 41,667	\$ 125,000	25.00%
	Infrastructure Replacement	\$ 500,000	\$ 41,667	\$ 125,000	25.00%
03-5-06-56001	Insurance	\$ 115,000	\$ 11,124	\$ 33,371	29.02%
03-5-06-57030	Regulatory Compliance	\$ 50,000	\$ -	\$ 10,587	21.17%
	ADMINISTRATION TOTALS	\$ 2,924,466	\$ 200,636	\$ 676,514	23.13%
03-5-07-50010	Labor-Environmental Control	\$ 614,646	\$ 42,352	\$ 133,812	21.77%
03-5-07-50011	Labor Credit	\$ -	\$ -	\$ -	0.00%
03-5-07-50013	Benefits-Fica	\$ 47,020	\$ 3,230	\$ 10,251	21.80%
03-5-07-50014	Benefits-Life Insurance	\$ 3,888	\$ 85	\$ 219	5.64%
03-5-07-50016	Benefits-Health\Defrd Comp	\$ 152,604	\$ 25,757	\$ 51,063	33.46%
03-5-07-50017	Benefits-Disability Insurance	\$ 5,532	\$ 590	\$ 1,779	32.16%
03-5-07-50019	Benefits-Workers Compensation	\$ 16,595	\$ -	\$ 2,024	12.20%
03-5-07-50021	Benefits-PERS Employee	\$ -	\$ (127)	\$ (1,653)	
03-5-07-50022	Benefits-PERS Employer	\$ 92,197	\$ 2,926	\$ 8,577	9.30%
03-5-07-50023	Benefits-Uniforms	\$ 4,050	\$ 169	\$ 1,135	28.02%
03-5-07-50024	Benefits-Vacation & Sick Pay	\$ 2,501	\$ 314	\$ 1,032	41.28%
03-5-07-50025	Benefits-Boot Allowance	\$ 2,430	\$ -	\$ 600	24.69%
03-5-07-51003	R&M - Structures	\$ 225,000	\$ 6,203	\$ 61,630	27.39%
03-5-07-51140	General Supplies & Expenses	\$ 1,000	\$ -	\$ 9	0.91%
03-5-07-51241	Lift Station #1	\$ 55,000	\$ 9,130	\$ 16,416	29.85%
03-5-07-51242	Lift Station #2	\$ 14,000	\$ 1,089	\$ 2,943	21.02%
03-5-07-51243	Lift Station #3	\$ 9,000	\$ 258	\$ 661	7.34%
03-5-07-51244	Lift Station #4	\$ 14,500	\$ 737	\$ 2,322	16.02%
03-5-07-51248	Lift Station #8	\$ 3,000	\$ 94	\$ 241	8.03%
03-5-07-54111	Pretreatment	\$ 60,000	\$ -	\$ 12,826	21.38%
	ENVIRONMENTAL CONTROL TOTAL	\$ 1,322,963	\$ 92,809	\$ 305,888	23.12%
03-5-40-57202	Debt Service - Principal - WRWRF	\$ 2,252,312	\$ 2,252,312	\$ 2,252,312	100.00%
03-5-40-57203	Debt Service - Principal - Brineline	\$ 435,383	\$ -	\$ -	0.00%
03-5-40-57204	Debt Service - Principal - WISE	\$ 133,659	\$ -	\$ -	0.00%
03-5-40-57205	Debt Service - Principal - R 10.3	\$ 39,161	\$ -	\$ -	0.00%
03-5-40-57206	Debt Service - Principal - Crow & B12-1	\$ 15,330	\$ -	\$ -	0.00%
03-5-40-57403	Debt Service - Interest	\$ 957,873	\$ 671,356	\$ 671,356	70.09%
	40 - Debt	\$ 3,833,718	\$ 2,923,669	\$ 2,923,669	76.26%
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)	\$ -	\$ -	\$ -	
	40 - Capital Outlay	\$ -	\$ -	\$ -	
				\$ 4,837,519	
	TOTAL SEWER EXPENSES	\$ 12,337,754	\$ 3,464,184	\$ 4,837,519	39.21%

FY 2018-19 Recycled Expenses					
G/L ACCOUNT #	DESCRIPTION	BUDGET	Sept '18	Year to Date	%
04-5-06-50010	Labor-Recycled Water	\$ 677,931	\$ 45,547	\$ 148,742	21.94%
04-5-06-50011	Labor - Credit	\$ -	\$ -	\$ -	
04-5-06-50012	Director Fees	\$ 5,000	\$ -	\$ -	0.00%
04-5-06-50013	Benefits-FICA	\$ 51,862	\$ 3,391	\$ 11,185	21.57%
04-5-06-50014	Benefits-Life Insurance	\$ 3,528	\$ 78	\$ 212	6.02%
04-5-06-50016	Benefits-Health & Def Comp	\$ 138,474	\$ 24,052	\$ 48,702	35.17%
04-5-06-50017	Benefits-Disability Insurance	\$ 6,101	\$ 617	\$ 1,967	32.24%
04-5-06-50019	Benefits-Workers Compensation	\$ 18,304	\$ -	\$ 1,124	6.14%
04-5-06-50021	Benefits-PERS Employee	\$ -	\$ (96)	\$ (1,538)	
04-5-06-50022	Benefits-PERS Employer	\$ 101,690	\$ 3,371	\$ 9,914	9.75%
04-5-06-50023	Benefits-Uniforms	\$ 3,675	\$ 34	\$ 139	3.79%
04-5-06-50024	Benefits-Vacation & Sick Pay	\$ 1,000	\$ 56	\$ 197	19.66%
04-5-06-50025	Benefits-Boots	\$ 2,205	\$ -	\$ 600	27.21%
04-5-06-51003	R & M-Structures	\$ 34,000	\$ -	\$ 6,261	18.42%
04-5-06-51011	R & M-Valves	\$ 5,000	\$ -	\$ -	0.00%
04-5-06-51020	R & M-Pipelines	\$ 2,500	\$ -	\$ -	0.00%
04-5-06-51021	R & M-Service Lines	\$ 2,500	\$ -	\$ 2,752	110.08%
04-5-06-51022	R & M-Fire Hydrants	\$ 1,000	\$ -	\$ 3,348	334.77%
04-5-06-51030	R & M-Meters/Backflows	\$ 10,000	\$ -	\$ 104	1.04%
04-5-06-51140	General Supplies & Expenses	\$ 5,000	\$ -	\$ 1,220	24.39%
04-5-06-51210	Utilities-Power Purchasess	\$ 70,000	\$ 9,067	\$ 22,969	32.81%
04-5-06-54002	Dues & Subscriptions	\$ 1,500	\$ -	\$ 16	1.03%
04-5-06-54005	Computer Expense	\$ 5,000	\$ -	\$ 750	15.00%
04-5-06-54011	Printing & Publications	\$ -	\$ -	\$ -	N/A
04-5-06-54012	Education & Training	\$ 4,000	\$ -	\$ 807	20.17%
04-5-06-54014	Public Relations	\$ 6,500	\$ -	\$ -	0.00%
04-5-06-54016	Travel Related Expenses	\$ 2,500	\$ -	\$ 376	15.03%
04-5-06-54017	Certifications & Renewals	\$ 1,000	\$ 15	\$ 15	1.50%
04-5-06-54019	Licenses & Permits	\$ 10,000	\$ -	\$ -	0.00%
04-5-06-54020	Meeting Related Expenses	\$ 1,500	\$ 70	\$ 249	16.58%
04-5-06-54022	Utilities - YVWD Services	\$ 30,000		\$ 30,710	102.37%
04-5-06-54025	Utilities - Telephone & Internet	\$ 2,000	\$ -	\$ 267	13.37%
04-5-06-54010	Contractual Services	\$ 5,000	\$ -	\$ 2,084	41.68%
04-5-06-54107	Legal	\$ 1,500	\$ -	\$ -	0.00%
04-5-06-54108	Audit & Accounting	\$ 2,500	\$ -	\$ -	0.00%
04-5-06-54109	Professional Fees	\$ 10,000	\$ -	\$ 7,092	70.92%
04-5-06-54110	Laboratory Services	\$ -	\$ -	\$ -	
04-5-06-55500	Depreciation	\$ 8,000	\$ 665	\$ 2,015	25.19%
	Infrastructure Replacement	\$ 15,000	\$ 1,250	\$ 3,750	25.00%
04-5-06-56001	Insurance	\$ 20,000	\$ 1,765	\$ 5,294	26.47%
04-5-06-57030	Regulatory Compliance	\$ 25,000	\$ -	\$ 5,188	20.75%
04-5-06-57040	Environmental Compliance	\$ 2,500	\$ -	\$ -	0.00%
				\$ 316,511	
	TOTAL RECYCLED EXPENSES	\$ 1,293,270	\$ 89,882	\$ 316,511	24.47%



Date: October 16, 2018

Prepared By: Kathryn Hallberg, Implementation Manager

Subject: Overview of the Proposed Workers' Compensation Insurance Policy Renewal

Recommendation: That the Board authorizes the General Manager to execute the necessary contracts with Redwood F&C Berkshire Hathaway for workers' compensation insurance.

Yucaipa Valley Water District currently has a workers' compensation insurance policy with EPIC Brokers with insurance coverage provided by Berkshire and Hathaway. The District maintains a very good safety record that has allowed the broker to obtain multiple competitive proposals.

The attached spreadsheet details the proposals received. Redwood F&C Berkshire Hathaway submitted a proposal for \$117,066 and has the strongest rating of A++XV, which is the highest rating given indicating sufficient financial capacity to provide the necessary policy limits.

Cal Mutual JPRIMA's premium quote of \$110,290 with a rating of A XII was less than Redwood F&C Berkshire Hathaway but requires a 3-year commitment without a guarantee of price locking the premium in the following years.

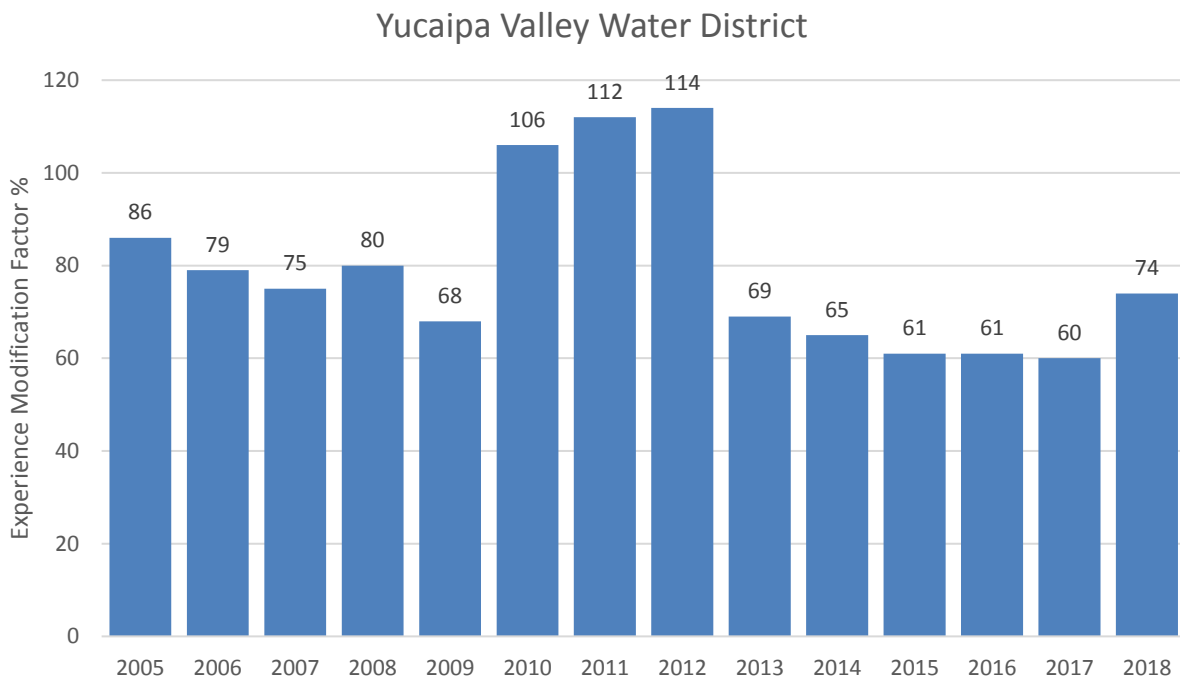
The quotes received were based on the Experience Modification Factor of 74%, which was an increase from 60% in 2017. The methodology for calculating the Experience Modification Factor is detailed below.

Credibility Primary Loss				Credibility Excess Loss				Total Adjusted / Total Expected						
Total Actual Primary Losses (D) X	Credibility Primary	Total Expected Primary Losses (B) X	(1 - Credibility Primary)	Total Actual Excess Losses (E) X	Credibility Excess	Total Expected Excess Losses (C) X	(1 - Credibility Excess)	Total Adjusted Losses	Total Expected Losses (A)					
D	19,266	1.00	B	53,008	0.00	E	0	0.00	C	79,098	1.00	98,364	A	132,106
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> Loss-Free Rating: 60 % = Experience Modification 74 % </div>														

The table details the actual losses for the last three years that effect the Experience Modification Factor.

Policy Period	Claims	Actual Losses	%/Claim
10/31/2016 - 10/31/2017	44031580	\$5,985	4.530%
	44032050	\$5,831	4.414%
	UNDER \$2,001	\$2,091	1.583%
10/31/2015 - 10/31/2016	UNDER \$2,001	\$2,982	2.257%
10/31/2014 - 10/31/2015	UNDER \$2,001	\$2,377	1.799%
Loss-Free Experience Modification			59.875%
Calculated Experience Modification			74.458%

The chart below provides the historical Experience Modification Factor percentages from 2005 to 2018.



Staff recommends that the Board selects Redwood F&C Berkshire Hathaway due to the proposal cost, long-term working relationship, and a solid financial rating of A++XV.

Financial Consideration

Funding for the insurance will be split between the Water, Sewer and Recycled Water Funds, [GL Account #xx-5-xx-50019] Workers Compensation. This expense is included in the 2018-19 approved budget.

		10/31/17 to 10/31/18	10/31/18 to 10/31/19	10/31/18 to 5/01/19 (Short-Term)	10/31/18 to 10/31/19	10/31/18 to 10/31/19
		Redwood F&C (BHHC)	Redwood F&C (BHHC)	Short-Term Payroll Used Cal Mutual JPRIMA The Zenith, a Fairfax Ins Co	Starstone	State Compensation Insurance Fund
AM Best Rating		A ++ XV	A ++ XV	A XII	A-XI	
State/Class Code	Description	Estimated Payroll	Estimated Payroll	Estimated Payroll	Estimated Payroll	Estimated Payroll
CA 7520	Waterworks Ops	\$2,464,531	\$3,349,402	\$1,670,113	\$3,349,402	\$3,349,402
CA 7580	Sanitation	\$616,671	\$666,604	\$332,389	\$666,604	\$666,604
CA 8810	Clerical – NOC	\$1,059,935	\$1,410,313	\$231,966	\$1,410,313	\$1,410,313
CA 8742	Salespersons-O/S	\$341,778	\$465,206	\$703,225	\$465,206	\$465,206
	Experience Modification Factor	60%	74%	74%	74%	74%
	Total Annual Payroll	\$4,482,915	\$5,891,525	\$5,891,525	\$5,891,525	\$5,891,525
	Total Short Term Payroll			\$2,937,693		
	* Short Term Premium			\$55,231		
	* Estimated Annual Premium	\$119,053	\$117,066	\$110,290	\$131,672	\$167,641

*Premium Does Not Include State Taxes and Fees



Director Memorandum 18-136

Date: October 16, 2018

Prepared By: Joseph Zoba, General Manager

Subject: Ratification of the Acceptance of Overlying Water Rights in the Beaumont Basin for Tract No. 32702-3 (80 lots) Pursuant to Beaumont Basin Watermaster Resolution No. 2017-02

Recommendation: That the Board accepts the transfer of 29.57 acre-feet of overlying water rights in the Beaumont Basin from Oak Valley Partners to Yucaipa Valley Water District as overlying-appropriative water rights in the Beaumont Basin.

On August 30, 2017, the Beaumont Basin Watermaster adopted Resolution No. 2017-02 Approving the Transfer of Overlying Water Rights to Specific Parcels - Oak Valley Partners. This resolution approved the transfer of all overlying water rights from Oak Valley Partners to parcels within the service area of the Yucaipa Valley Water District.

The attached correspondence dated September 26, 2018 will transfer 29.57 acre-feet of the Oak Valley overlying water rights to Tract No. 32702-3 (80 lots). This transfer of overlying water rights is anticipated to be sufficient for 80 residential, dual-plumbed dwelling units.

The transfer of overlying water rights to appropriative water rights allows the Yucaipa Valley Water District to utilize this groundwater resource within our service area conditioned upon the guarantee of sufficient water supplies for the proposed development.



Yucaipa Valley Water District

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

September 26, 2018

Mr. Dan Jagers, Secretary
Beaumont Basin Watermaster
c/o Beaumont Cherry Valley Water District
560 Magnolia Avenue
Beaumont, California 92223

Thierry Montoya
Alvarado Smith
1 MacArthur Place, Suite 200
Santa Ana, California 92707

Hannibal Blandon
ALDA Engineering
5928 Vineyard Avenue
Alta Loma, California 91701

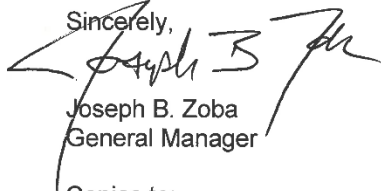
Subject: Transfer of 29.57 Acre Feet of Overlying Water Rights in the Beaumont Basin for Tract No. 32702-3 (80 lots) Pursuant to Beaumont Basin Watermaster Resolution No. 2017-02

Gentlemen:

The Yucaipa Valley Water District has accepted the transfer of Overlying Water Rights from Oak Valley Partners for Tract Nos. 32702-3 (80 lots) pursuant to Beaumont Basin Watermaster Resolution No. 2017-02 adopted on August 30, 2017.

The attached correspondence dated September 17, 2018, confirms the transfer of 29.57 acre-feet of overlying water rights from Oak Valley Partners and the acceptance of said overlying-appropriative water rights by Yucaipa Valley Water District.

Sincerely,



Joseph B. Zoba
General Manager

Copies to:

- John Ohanian, Oak Valley Partners
- Mike Turner, Argent Management

Directors and Officers

CHRISTOPHER MANN
Division 1

BRUCE GRANLUND
Division 2

JAY BOGH
Division 3

LONNI GRANLUND
Division 4

THOMAS SHALHOUB
Division 5

JOSEPH B. ZOBA
General Manager
and Secretary

Argent Management

September 17, 2018

Joe Zoba
General Manager
Yucaipa Valley Water District
12770 Second Street
Yucaipa, CA 92399

RE: Summerwind Trails - Transfer of Overlying Water Rights for Water Service - Tract 32702-3, 80 Single Family Residential Lots

Dear Mr. Zoba:


This letter is written on behalf of San Gorgonio Land, LLC, the owner and developer of the residential portion of the Summerwind Ranch Project in Calimesa. Argent Management, LLC is the managing arm for San Gorgonio Land, LLC.

We are hereby requesting to transfer 29.57 acre-feet of the Summerwind Ranch Beaumont Basin Overlyer Water Rights to Tract 32702-3 (80 lots) to provide potable water requirements for 80 residential single family lots. This Tract encompasses approximately 20.0 acres and is included within APN 413-290-037 per the attached Exhibit 1.

The merchant builder for this Tract is Meritage Homes of California, Inc., a California Corporation. Upon this transfer, we understand that Meritage Homes will be exempt from paying the District's Supplemental Water Facility Capacity Charge pursuant to the District's Resolution No. 2017-23, Section 2.D.

If acceptable to you, please indicate so with your approval signature below.

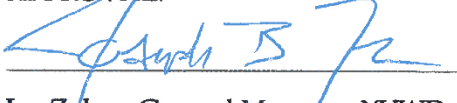
Very truly yours,

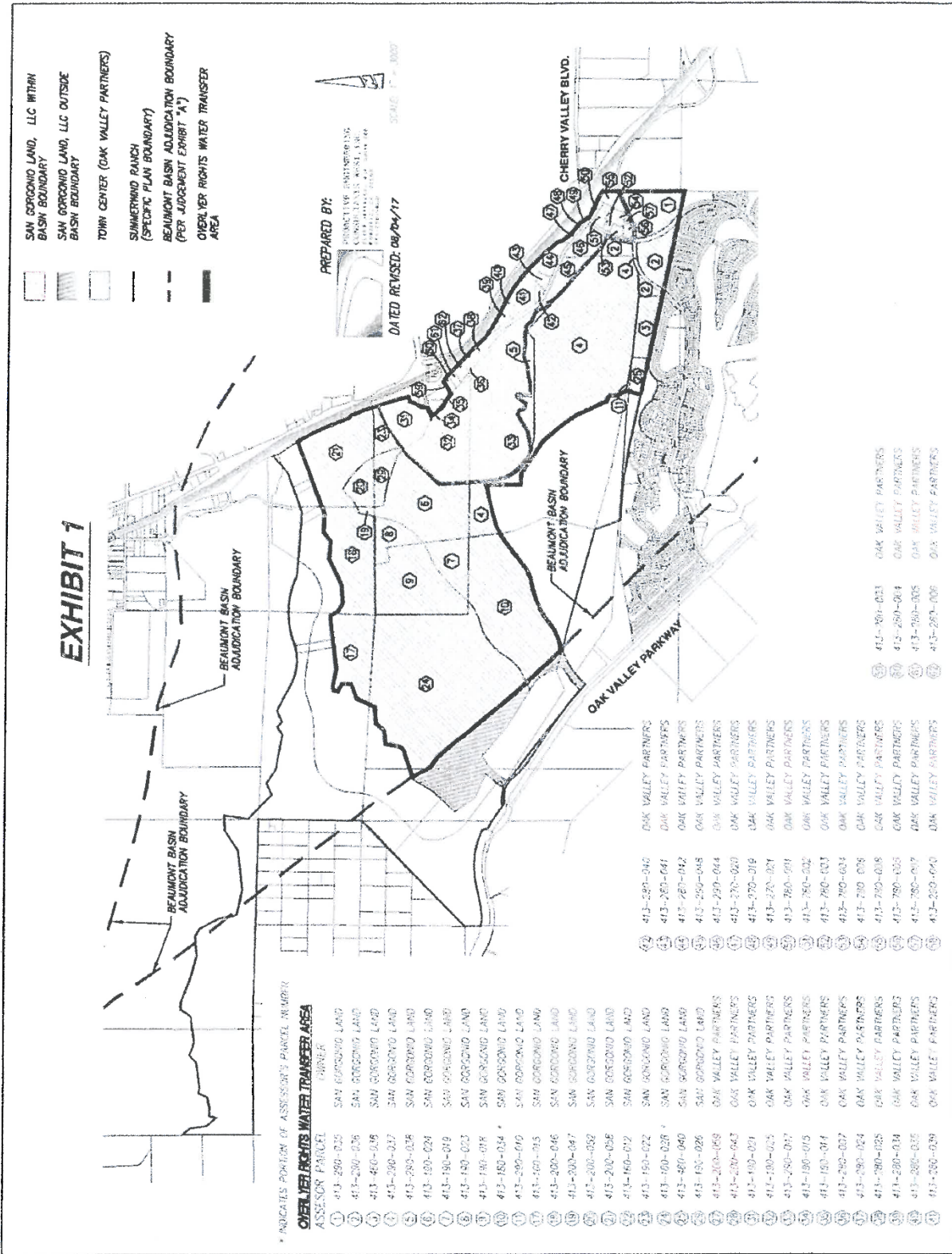

Mike Turner, P.E.
Corporate VP, Land Development
Argent Management, LLC

CONCURRENCE:


John Ohanian - Oak Valley Partners

APPROVAL:


Joe Zoba - General Manager, YVWD



BEAUMONT BASIN WATERMASTER MEMORANDUM NO. 17-22

Date: August 30, 2017

From: Joseph Zoba, Treasurer

Subject: Consideration of Resolution No. 2017-02 Approving the Transfer of Overlying Water Rights to Specific Parcels - Oak Valley Partners

Recommendation: That the Watermaster Committee approves Resolution No. 2017-02.

On July 5, 2017, the Secretary of the Beaumont Basin Watermaster received a request to transfer overlying water rights from representatives of Oak Valley Partners. This request, together with supporting documentation, was considered at the Watermaster meeting held on August 2, 2017, and continued for further analysis by the Watermaster Committee until this special meeting.

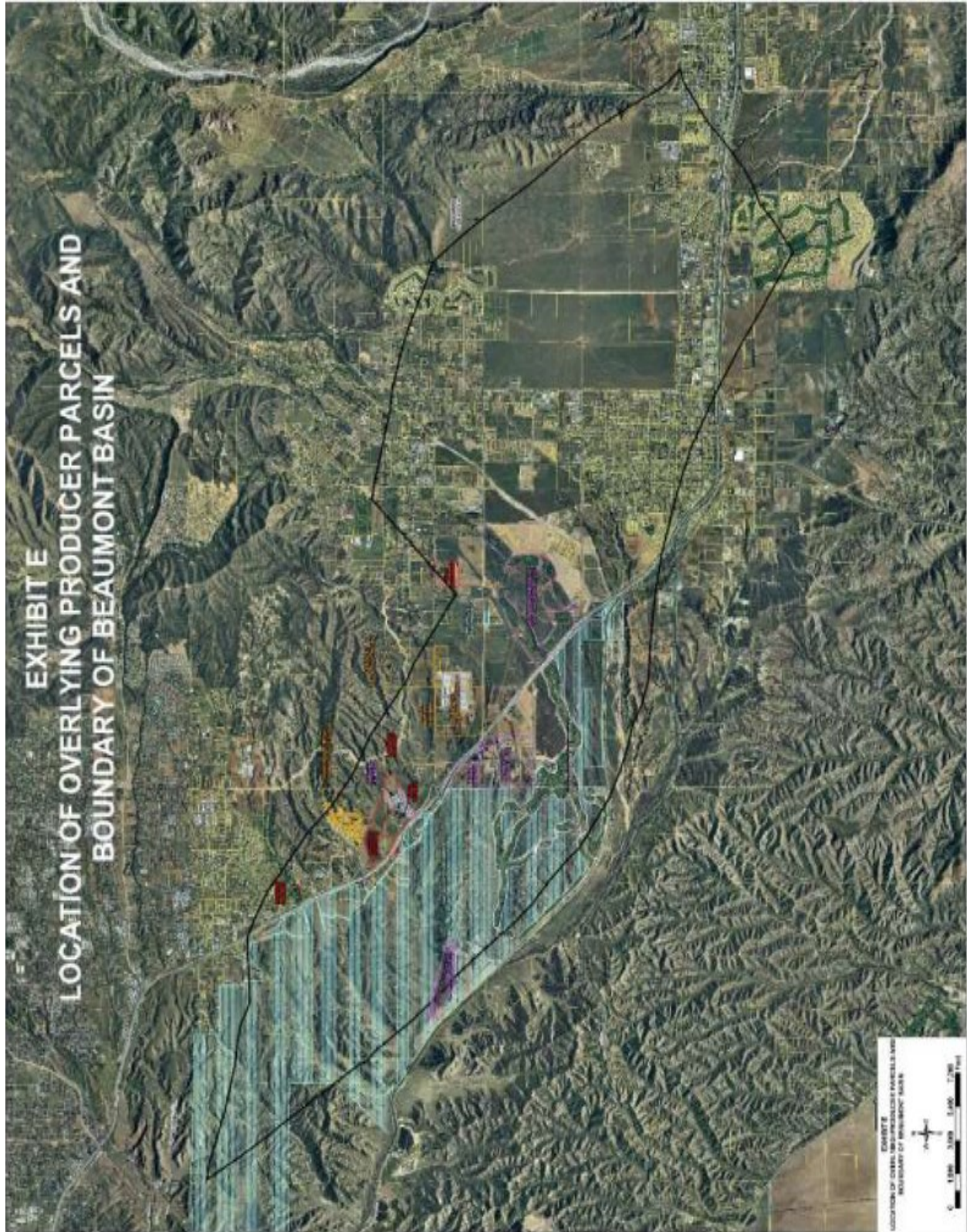
While the Watermaster Committee members discussed the consistency of this request with prior actions taken by the Watermaster, such as Resolution Nos. 2006-05, 06, 07, and 08, other questions remained. To address the questions asked by the Watermaster Committee, the following attachments are provided for review and discussion at the Special Meeting:

- Judgment Pursuant to Stipulation Adjudicating Groundwater Rights in the Beaumont Basin, Exhibit E dated February 4, 2004 (Memorandum Page 4 of 20);
- Revised correspondence regarding the *Transfer of Overlying Water Rights from Oak Valley Partners to Summerwind Ranch Project* provided by Oak Valley Partners dated August 4, 2017 (Memorandum Page 5 of 20);
- Development Parcels Map, Figure 1 provided by Thomas Harder & Company in association with Alda, Inc. from Oak Valley Partners dated August 25, 2017 (Memorandum Page 13 of 20);
- Oak Valley Partners Parcels Map, Figure 2 provided by Thomas Harder & Company in association with Alda, Inc. from Oak Valley Partners dated August 25, 2017 (Memorandum Page 14 of 20);
- Memorandum from Alvarado Smith regarding the *Production Rights Under Redetermined Safe Yield of Basin*, dated August 24, 2017 (Memorandum Page 15 of 20); and
- Resolution No. 2017-02 A Resolution of the Beaumont Basin Watermaster Approving the Transfer of Overlying Water Rights to Specific Parcels (Memorandum Page 17 of 20).

The proposed Resolution No. 2017-02 authorizes the Watermaster Engineer to implement and update the transfer of overlying water rights based on the current and future calculations of safe yield assigned by OVP as appropriative rights to Yucaipa Valley Water District as shown in the following table. The transfer of overlying water rights and conversion to appropriative rights will be identified in annual reports of the Watermaster in manner similar to the transfer of water in storage between appropriators/parties.

Table 3-6
Overlying Parties Production Rights Allocation Based on Revised Safe Yield

Overlying Party to the 2003 Judgment	Initial Overlying Water Right through 2013	New Overlying Water Right Starting in 2014	5-Year (2012-16) Average Production (ac-ft)	5-Year (2012-16) Running Avg % of Water Right
Sharondale Mesa Owners Association	200.0	154.9	121.7	78.6%
California Oak Valley Golf and Resort LLC	950.0	735.8	572.7	77.8%
Tukwet Canyon Golf Club	2,200.0	1,704.0	1,033.6	60.7%
Rancho Calimesa Mobile Home Park	150.0	116.2	41.9	36.0%
Plantation on the Lake LLC	561.0	450.0	104.6	23.2%
Darmon, Boris and Miriam	2.5	1.9	1.4	73.8%
Gutierrez, Hector, et al.	10.0	7.7	0.4	4.5%
Aldama, Nicolas and Amalia	7.0	5.4	0.9	16.0%
McAmis, Ronald L.	5.0	3.9	0.6	14.5%
Beckman, Walter M.	75.0	58.1	0.8	1.3%
Nikodinov, Nick	20.0	15.5	2.7	17.7%
Albor Properties III, LP	300.0	232.4	2.4	1.0%
Stearns, Leonard M. and Dorothy D.	200.0	154.9	0.7	0.5%
Sunny-Cal Egg and Poultry Company	1,433.6	1,115.0	4.3	0.4%
Merlin Properties	550.0	426.0	1.6	0.4%
Oak Valley Partners, LP	1,803.0	1,396.9	2.5	0.2%
Roman Catholic Bishop of San Bernardino	154.0	119.3	0.0	0.0%
	8,650.0	6,700.0	1,692.8	26.3%



OAK VALLEY PARTNERS, L.P.
P.O. Box 645 or 10410 Roberts Road
Calimesa, CA 92320
Telephone: (714) 785-2381

July 5, 2017
(Revised: August 4, 2017)

Secretary
Beaumont Basin Watermaster
560 Magnolia Avenue
Beaumont, CA 92223

Re: Transfer of Overlying Water Rights from Oak Valley Partners to
Summerwind Ranch Project

Dear Secretary:

Discussions have been ongoing between Oak Valley Partners ("OVP") and San Geronio Land, LLC ("SGL") regarding the transfer of 1,806 acre-feet/year of overlying water rights from OVP to be utilized for the development of the Summerwind Ranch ("SWR") project in Calimesa by SGL and OVP. We are hereby requesting that the Beaumont Basin Watermaster ("Watermaster") approve this transfer of these overlying water rights for the benefit of the Assessor Parcel Numbers (APN's) that comprise the SWR project that lie within the Beaumont Basin boundary.

OVP has certain water rights which were assigned to its property as described within the Beaumont Basin Adjudication ("Adjudication") that was filed on February 4, 2004 with the Superior Court of the State of California for the County of Riverside. Within this Adjudication, OVP was granted overlying water rights of 1,806 acre-feet/year over a total of 5,331.65 acres consisting of several assessor parcels that are identified within Exhibits D and E of the Adjudication. Section 3(G) of the Adjudication clearly defines OVP's Overlying Water Rights and states that these rights can be passed on to OVP's successors and assigns.

The old 2004 parcel numbers listed on Exhibit D of the Adjudication that are pertinent to the SWR Specific Plan area include the following parcel numbers:

- 413-040-002
- 413-160-003 thru 007

Letter to
Watermaster
July 5, 2017
(Revised August 4, 2017)

Page 2

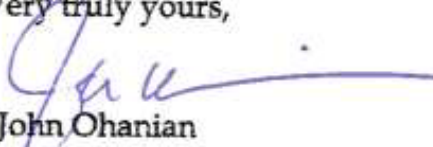
- 413-170-020, 021, 023, 027 thru 031, 033, and 035
- 413-180-011 and 019
- 413-190-001 and 011
- 413-200-002, 010, 014, 015, 020, 023, 024, 026 thru 030, and 034 thru 037
- 413-290-003 and 007
- 413-460-038

We request that the OVP Overlyer Rights be assigned to the APN's listed in exhibit 1 of this letter for the benefit of the SWR Specific Plan.

A copy of this letter and the attachments have been discussed and provided to SGL. We respectfully request that the Watermaster place this item on the agenda for consideration of approval at the next scheduled meeting.

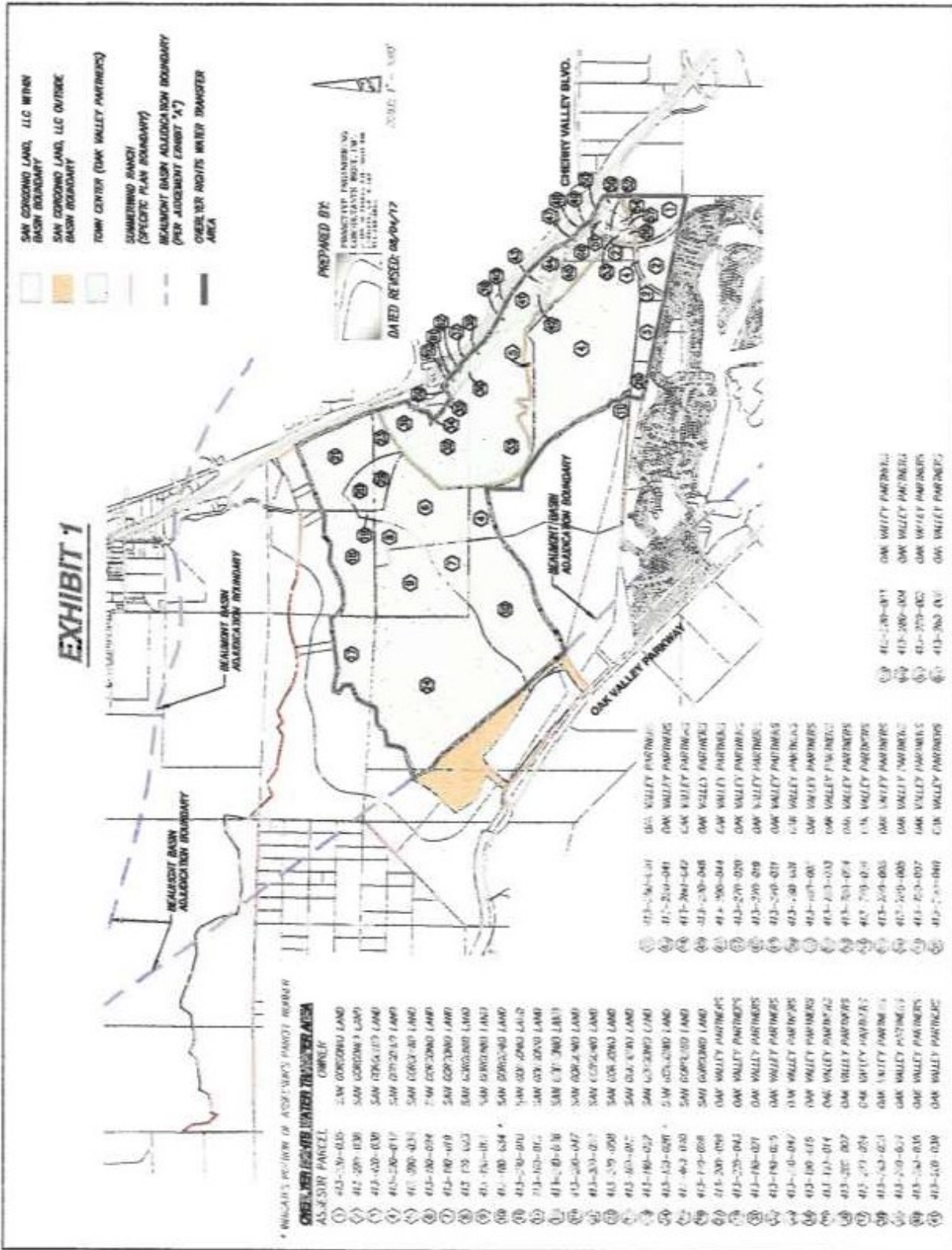
If I can be of any further assistance or can provide any further information, please contact me at your convenience at (714)785-2381.

Very truly yours,



John Ohanian
Oak Valley Partners, L.P.

(See Attached Exhibit 1)



RESOLUTION NO. 2017-02**A RESOLUTION OF THE BEAUMONT BASIN WATERMASTER APPROVING THE TRANSFER OF OVERLYING WATER RIGHTS TO SPECIFIC PARCELS**

WHEREAS, the Stipulated Judgment establishing the Beaumont Basin Watermaster (Riverside Superior Court Case No. 389197) ("Adjudication") was filed with the Superior Court of California, County of Riverside on February 4, 2004; and

WHEREAS, Oak Valley Partners, L.P. ("OVP") has certain water rights which were assigned to its property as described in the Adjudication. Within this Adjudication, OVP was designated as having overlying water rights of 1,806 acre-feet/year based on the designated safe yield at that time over a total of 5,331.65 acres consisting of several assessor parcels that are identified within Exhibits D and E of the Adjudication ("OVP Adjudication Parcels"). Section 3(G) of the Adjudication clearly defines OVP's Overlying Water Rights and states that these rights can be passed on to OVP's successors and assigns for development of their projects. OVP desires to have its designated overlying water rights assigned to the applicable Assessor Parcel Numbers that make up the proposed Summerwind Ranch Specific Plan ("Project") that lie within the Beaumont Basin boundary as depicted on Exhibit 1; and

WHEREAS, the referenced OVP 2004 parcel numbers listed on Exhibit D of the Adjudication that are contained within the Project property, totaling an Adjudication-designated 2421.42 acres, include the following parcel numbers:

- 413-040-002;
- 413-160-003 through 007;
- 413-170-020, 021, 023, 027 through 031, 033, and 035;
- 413-180-017 and 019;
- 413-190-001 and 011;
- 413-200-002, 010, 014, 015, 020, 023, 024, 026 through 030, and 034 through 037;
- 413-290-003 and 007;
- 413-460-038; and

WHEREAS, OVP desires that the Beaumont Basin Watermaster ("Watermaster") approve the transfer of all of OVP's overlying water rights that are defined within the Adjudication for the development of the Project by OVP and its successors to the Project parcels. OVP intends to secure commitments from the Yucaipa Valley Water District ("District") to provide water service to the development phases of the Project, and requests that when those commitments are made and water service is provided to the designated Project parcels that the overlying water rights for those Project parcels be transferred to the Yucaipa Valley Water District. An example of a request letter to the District from San Gorgonio Land, LLC and/or OVP to transfer an incremental portion of overlying rights for providing water service to the Project is attached as Exhibit 2.

NOW, THEREFORE, BE IT RESOLVED BY THE BEAUMONT BASIN WATERMASTER as follows:

1. Transfer of Overlying Water Rights. The Watermaster hereby approves the transfer of all of OVP's overlying water rights, in the amounts as amended from time to time so as to be consistent with the then-current Watermaster approved Beaumont Basin Safe Yield, to the Project parcels listed on Exhibit 1 attached hereto to provide for the development phases of the Project by OVP and its successors/assigns. San Gorgonio Land, LLC is the successor in interest to OVP for the residential portion of the Project.
2. Once OVP and/or its successor(s) secures commitments from the Yucaipa Valley Water District to provide water service to the development phases of the Project, and when water service is provided to the designated Project parcels, then the overlying water rights for those Project parcels shall be transferred to the Yucaipa Valley Water District.
3. Use of Wells. The existing and future wells on the Project parcels may be used to extract water for use on the Project parcels and/or the remaining OVP parcels, consistent with current and future Watermaster rules, regulations and policies.
4. Further Documentation or Action. The Chief of Watermaster Services or Watermaster Engineer is hereby authorized and directed to execute such further documents and instruments, and take such further action, as shall be reasonable required to carry out the purposes and intent of this resolution.
5. Effective Date. The effective date of this resolution is August 30, 2017.

PASSED AND ADOPTED this 30th day of August 2017.

BEAUMONT BASIN WATERMASTER

By:

Art Vella, Chairman of the
Beaumont Basin Watermaster



EXHIBIT 2 (EXAMPLE LETTER)

_____, 2017

Joe Zoba
General Manager
Yucaipa Valley Water District
12770 Second Street
Yucaipa, CA 92399

RE: Summerwind Ranch - Transfer of Overlying Water Rights for Water Service - Tract 32702-1, 121 Single Family Residential Lots

Dear Mr. Zoba:

This letter is written on behalf of San Gorgonio Land, LLC, which is the owner and developer of the residential portion of the Summerwind Ranch Project in Calimesa. Argent Management, LLC is the managing arm for San Gorgonio Land, LLC.

We are hereby requesting to transfer ____ acre-feet of the Summerwind Ranch Beaumont Basin Overlyer Water Rights to Tract 32702-2, to provide potable water requirements for 121 residential single family lots. This Tract 32702 encompasses ____ acres and is included within APN 413-290-035 per the attached Exhibit 1.

The merchant builder for this Tract 32702-1 is _____. Upon this transfer, we understand that the merchant builder will be exempt from paying the District's Facility Capacity Fee for these lots.

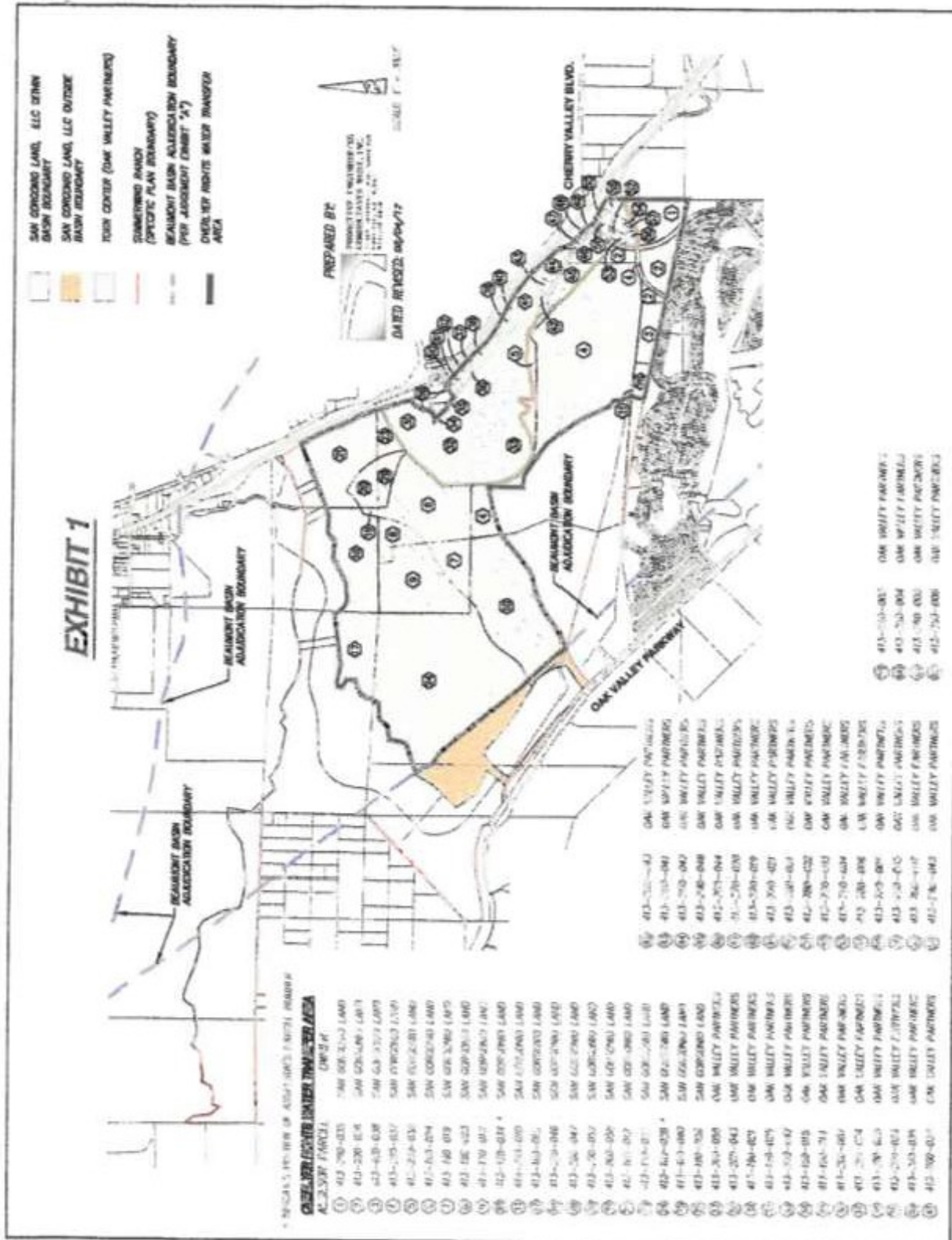
If acceptable to you, please indicate so with your approval signature below.

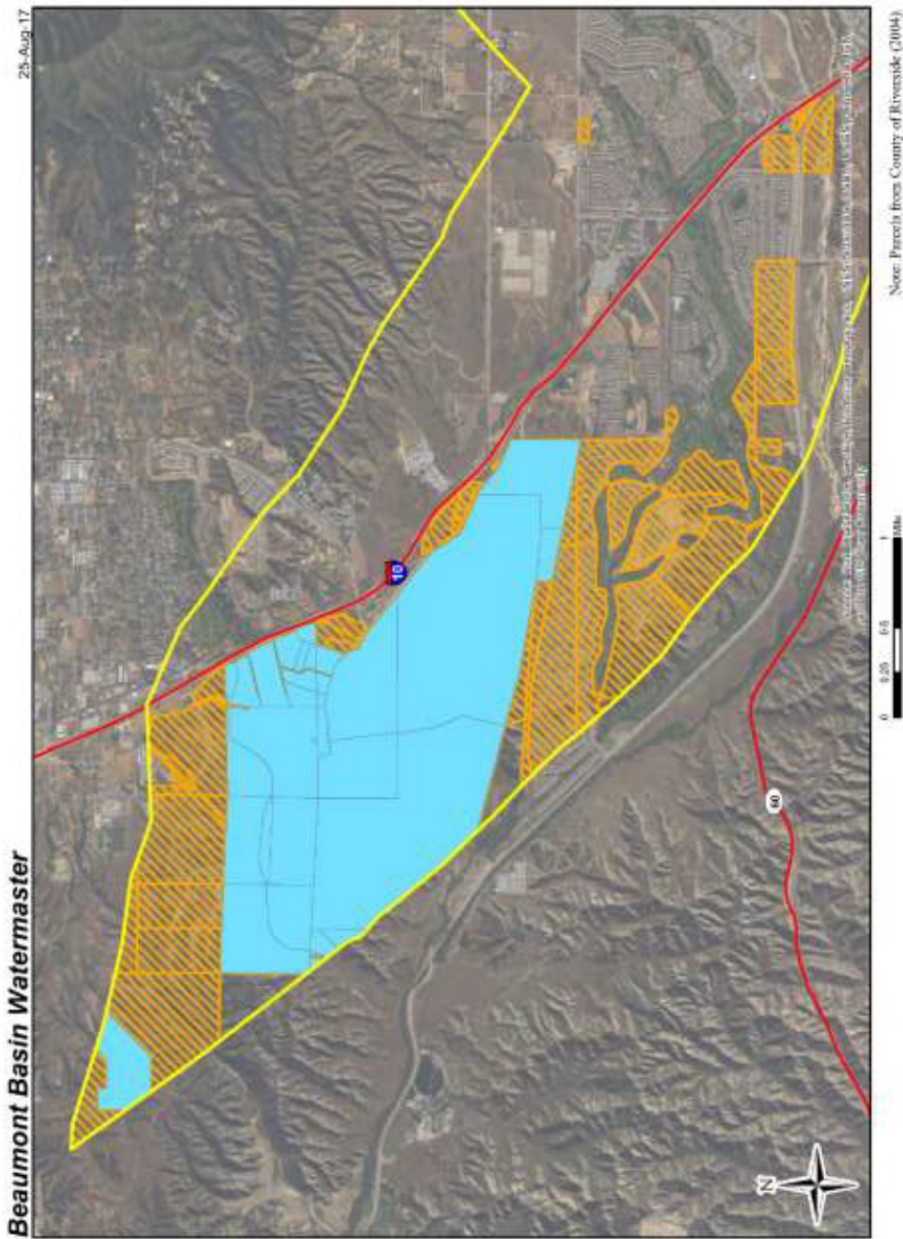
Very truly yours,

Signer's Name
Signer's Title
Argent Management, LLC

APPROVAL:

Joe Zoba - General Manager
Yucaipa Valley Water District.





Map Features

- Planned Development Parcel
Within the Adjudicated Area
(Per Resolution 2017-02)
- Clark Valley Partners Parcel
Within the Adjudicated Area
(Per Exhibits D & E of the Judgment)
- Beaumont Basin Adjudicated Area
- Freeway/Highway

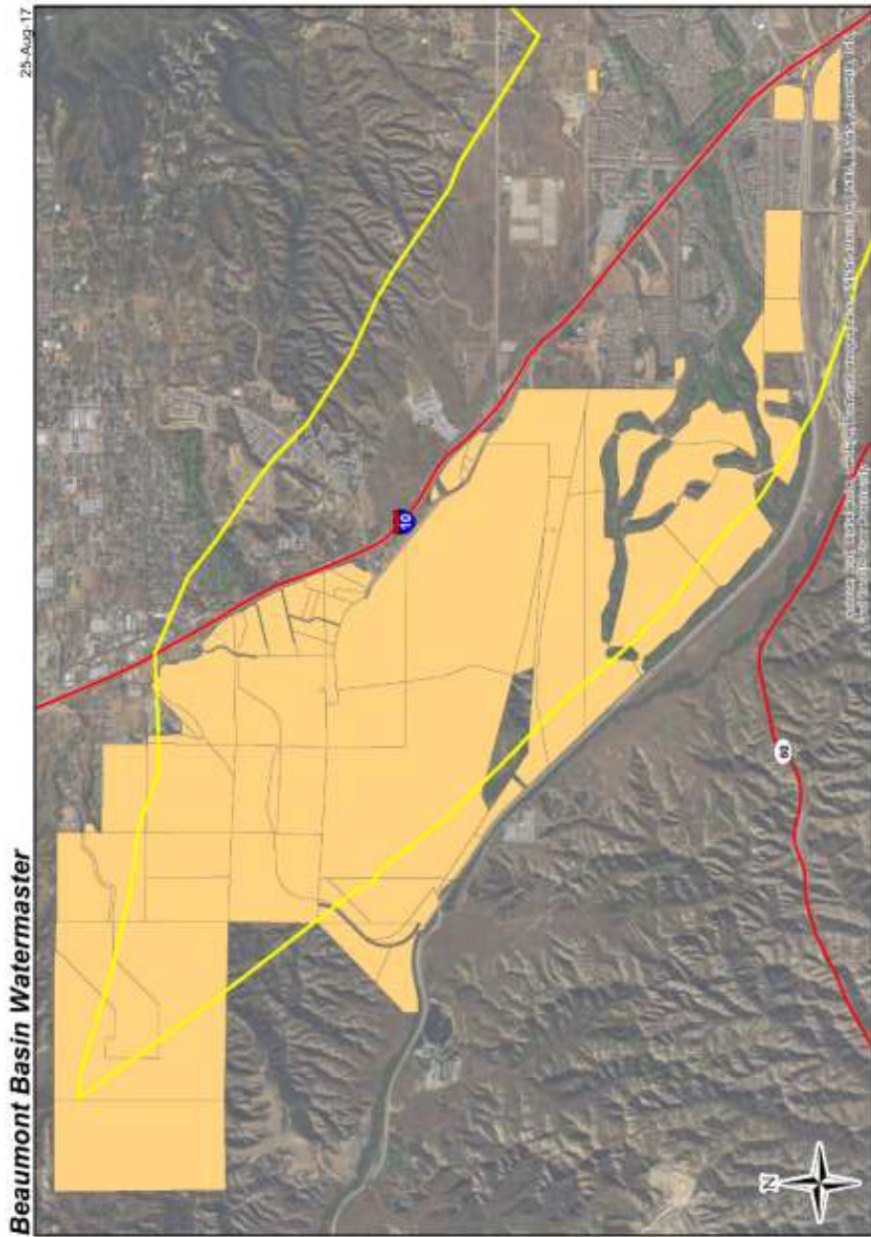
DRAFT



Development Parcels
Figure 1

Beaumont Basin Watermaster

Thomas Harder & Co.
Geospatial Consulting
 in association with **Alda, Inc.**



25-Aug-17

Beaumont Basin Watermaster

Map Features

- Oak Valley Partners Parcel (Per Exhibits D & E of the Judgment)
- Beaumont Basin Adjudicated Area
- Freeway/Highway

DRAFT



Oak Valley Partners Parcels

Figure 2

Thomas Harder & Co.
Encouraging. Continuing.
 In association with Alda, Inc.



MEMORANDUM

TO: [Beaumont Basin Watermaster](#)
FROM: [AlvaradoSmith, APC](#)
DATE: August 24, 2017
RE: Production Rights Under Redetermined Safe Yield of Basin

BACKGROUND

Pursuant to the Stipulated Judgment creating Watermaster and providing for a Physical Solution for the threats to the Basin, the Safe Yield of the Basin was recently redetermined to be 6700 acre-feet per year as opposed to the original 8650 acre-feet per year as specified in the 2004 Stipulated Judgment. Quantified amounts of water associated with parcels overlying the Basin and appropriated from the Basin were designated to particular owners as identified in Exhibits B, C and D to the Stipulated Judgment.

ISSUE

With the redetermined Safe Yield of the Basin now at 6700 acre-feet per year, the question has arisen whether the production amounts associated with particular overlying owners and appropriators are to be pro-rata reduced in relation to the redetermined Safe Yield even if prior Watermaster resolutions approving the transfer of rights specified a particular amount of water that was subject to the transfer?

SHORT ANSWER

Yes. All designated water production amounts related to the Safe Yield of the Basin are pro-rata reduced to 77.5% of the original designation based upon the relationship of the redetermined Safe Yield (6700 acre feet) to the original Safe Yield (8650 acre feet).

DISCUSSION

All signatories and named parties in the Stipulated Judgment, together with their successors and assigns, are mutually obligated and bound by the terms and conditions of the Stipulated Judgment. The Stipulated Judgment enjoins parties from producing water from the Basin in excess of their share of the Safe Yield (albeit averaged over 5 years). *Stipulated Judgment*, Sec. II, A. and B. Within the powers of Watermaster is the right and directive to redetermine the Safe Yield of the Basin at least every ten years. *Stipulated Judgment*, Sec. Section VI, 5. Y. The adherence to the determined Safe Yield of the Basin is integral to the prescribed Physical Solution addressed in the Stipulated Judgment. Indeed, Watermaster is empowered to bring an action to enjoin any Production not in accordance with the terms of the Stipulated Judgment (See, *Stipulated Judgment*, Sec. V, 3.), and may extract from an Overlying Party or an

August 24, 2017
Page 2

Appropriative Party sufficient funds to replace the Overproduction of water from the Basin (See, *Stipulated Judgment*, Sec. V, 4.)

The quantities of water originally designated in the Stipulated Judgment for Overlying Parties and Appropriative Parties have always been subject to an adjustment so as to be consistent with a redetermined Safe Yield of the Basin, which Watermaster was mandated to perform at least once every ten years. Concurrently, Watermaster is not empowered to unilaterally adjust the production rights identified in the Stipulated Judgment – that is not one of the enumerated or even inferential powers of Watermaster. Where Watermaster has identified specific water amounts in prior resolutions approving the transfer of water rights, those specific water amounts have always been subject to pro-rata adjustment consistent with the ratio between a redetermined Safe Yield and the original Safe Yield specified in the Stipulated Judgment.

RESOLUTION NO. 2017-02**A RESOLUTION OF THE BEAUMONT BASIN WATERMASTER APPROVING THE TRANSFER OF OVERLYING WATER RIGHTS TO SPECIFIC PARCELS**

WHEREAS, the Stipulated Judgment establishing the Beaumont Basin Watermaster (Riverside Superior Court Case No. 389197) (“Adjudication”) was filed with the Superior Court of California, County of Riverside on February 4, 2004; and

WHEREAS, Oak Valley Partners, L.P. (“OVP”) was designated as holding Overlying Water Rights within the Adjudication, with an overall water amount of 1806 acre-feet/year spread over 5,331.65 acres under the then-specified Safe Yield of the basin as described in the Adjudication. As specified in the Adjudication, OVP’s property consists of numerous assessor parcels that are identified within Exhibit D of the Adjudication (“OVP Adjudication Parcels”). Section III, 3(G) of the Adjudication outlines OVP’s intended development of its property and specifies the process that OVP may utilize to arrange the transfer of its Overlying Water Rights to particular development parcels eventually to be serviced by one or more retail water service providers upon annexation; and

WHEREAS, OVP now desires to have its designated Overlying Water Rights acknowledged in the Adjudication assigned to the requisite Assessor Parcel Numbers within the Summerwind Ranch Specific Plan (“Project”) that correlate to certain of the OVP Adjudication Parcels; and

WHEREAS, the OVP Adjudication Parcels listed on Exhibit D of the Adjudication that correlate to the Project parcels and which total 2409.02 acres include the following parcel numbers from Exhibit D:

- 413-040-002;
- 413-160-003 through 007;
- 413-170-020, 021, 023, 027 through 031, 033, and 035;
- 413-180-017 and 019;
- 413-190-001 and 011;
- 413-200-002, 010, 014, 015, 020, 023, 024, 026 through 030, and 034 through 037;
- 413-290-003 and 007;
- 413-460-038; and

WHEREAS, the Assessor Parcel Numbers for the Project parcels that correlate to the above-designated OVP Adjudication Parcels as contained in Exhibit D to the Adjudication are listed and specified in Exhibit 1 attached hereto; and

WHEREAS, OVP desires that Watermaster approve the transfer of all of OVP’s Overlying Water Rights designated within the Adjudication to the Project parcels identified in Exhibit 1 attached hereto for the development of the Project by OVP and its successors and/or assigns; and

WHEREAS, OVP further intends to secure commitments from the Yucaipa Valley Water District to provide water service to development phases of the Project, and requests that when those commitments are made and water service is provided to the designated Project parcels that the Overlying Water Rights for those Project parcels be transferred to the Yucaipa Valley Water District (“YVWD”) consistent with the Adjudication.

NOW, THEREFORE, BE IT RESOLVED BY THE BEAUMONT BASIN WATERMASTER as follows:

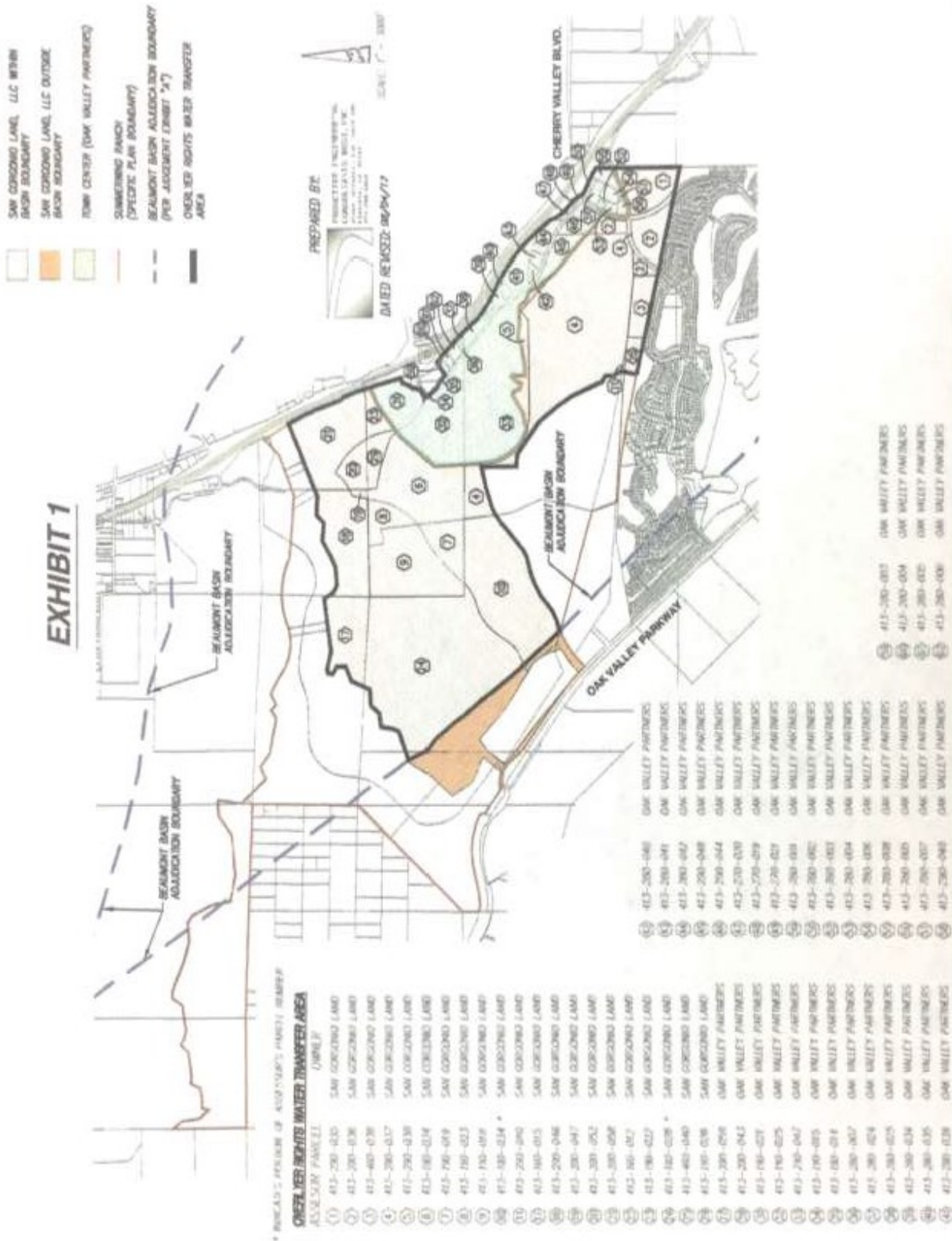
1. Transfer of Overlying Water Rights. Watermaster hereby approves the transfer of all of OVP’s Overlying Water Rights to the Project parcels listed on Exhibit 1 attached hereto to provide for the development phases of the Project by OVP and its successors/assigns. OVP shall immediately inform Watermaster of any successor or assign who takes ownership of one or more Project parcels listed on Exhibit 1 to which Overlying Water Rights have been transferred. As of this time, the amount of water associated with the OVP Overlying Water Rights is consistent with the relationship between the redetermined safe yield (6700 acre-feet) and the original Safe Yield (8650 acre-feet), or in other words 77.5% of the original amount identified to OVP in Exhibit B to the Adjudication.
2. Transfer of Rights on Confirmed Water Service by YVWD. Once OVP and/or its successor(s) or assigns secures commitments from the Yucaipa Valley Water District to provide water service to the development phases of the Project, and when water service is provided to the designated Project parcels, then the overlying water rights for those Project parcels shall be transferred to YVWD. YVWD shall report to Watermaster when it has provided retail water service to various properties making up portions of the Project and Watermaster shall account for the same consistent with Section VI, 5. W. of the Adjudication.
3. Use of Wells. The existing and future wells on the Project parcels may be used to extract water for use on the Project parcels and/or any remaining OVP parcels, consistent with the Adjudication and current and future Watermaster rules, regulations and policies.
4. Further Documentation or Action. The Chief of Watermaster Services or Watermaster Engineer is hereby authorized and directed to execute such further documents and instruments, and take such further action, as shall be reasonably required to carry out the purposes and intent of this resolution.
5. Effective Date. The effective date of this resolution is August 30, 2017.

PASSED AND ADOPTED by the Beaumont Basin Watermaster this 30th day of August 2017.

BEAUMONT BASIN WATERMASTER

By: _____
Art Vella, Chairman of the
Beaumont Basin Watermaster

4554311.1 -- N1356.1





Director Memorandum 18-137

Date: October 16, 2018

Prepared By: Allison M. Edmisten, Chief Financial Officer

Subject: Consideration of an Updated Procurement Policy for the Yucaipa Valley Water District

Recommendation: That, by minute order, the Board adopts the proposed Procurement Policy.

During the most recent year-end financial audit, District staff became aware that our procurement policy was out of date and needed to be updated. Attached is a revised version of the District's current procurement policy that was adopted by the Board on June 20, 2007 [DM 07-070].

The changes to the procurement policy include:

- Definitions – “Formal Solicitation” (Page 1): clarified that all vendors should receive the same information regarding scope/specifications and all responses received must be kept in confidence until the bid is awarded.
- Section 1.9 (Page 3): Added “expenses, lodging and meals” to the Travel line item.
- Section 2.5 (Page 4): New language to clarify the first level of approval should ensure the quotes are in accordance with the procurement policy.
- Authorization Table (Page 4): Updated titles across the top and changed the Manager limit from \$10,000 maximum to \$25,000 which is in line with how the District has been operating.
- Section 3.1 Table (Page 5): Changed the lower limit to \$4,999 maximum and updated language to state “Solicit two informal (phone/written) quotes whenever practical.”
- Section 3.3: Clarified when it is appropriate to use a sole source vendor and how it should be documented.
- Section 3.4: Added language to address the new Department of Industrial Relations (DIR) requirements the District currently follows.

Legal counsel has reviewed the recommended policy as well as our auditors Vavrinek, Trine, Day & Company, LLP.

Financial Consideration

There is no financial impact to the District by updating the procurement policy.



PROCUREMENT POLICY

Purpose

The purpose of this policy is to provide uniform procedures for acquiring services and materials for the District, including bidding regulations, as required by Government Code, Section 54202 to assure purchases are accomplished in a manner providing maximum benefits and minimum costs to the District.

Scope

This policy applies to the purchase of all equipment, services and materials that have been budgeted by the Board of Directors ("Board") through the annual budget process.

From time-to-time the Board may provide direction that may create more restrictive purchasing definitions, methods of purchasing, delivery policy and authority limits. If this policy is ever in conflict with Board direction, the direction of the Board shall govern until this policy can be revised to be consistent with Board direction.

Definitions

"Budgeted" shall mean the amount of appropriations within a fund adopted for expenditure by the Board.

"Change Order and Amendment" shall mean any modification to an existing procurement or respective contractual document.

"Emergency Procurement" shall mean any procurement required for the prevention against imminent danger, or to mitigate the loss or impairment of: (1) life, health, or public safety of District employees, suppliers, contractors; or (2) public or private property; or (3) any other valid danger/situation which cannot reasonably be foreseen and would have a significant effect on the public's health/safety.

"Formal Bid Process" shall mean the public bidding process used for purchases of supplies, equipment or services having a value greater than fifty thousand dollars (\$50,000) not otherwise excluded from this policy. The process requires a public notice of intent to bid, availability of specifications and bid opening, public access to the results of the process, and Board approval of bid award.

"Formal Solicitation" shall mean the issuance of a written request for bids, proposals, or quotations. All vendors must receive the same information about specifications and requirements and requirements of the product or service, and all responses received must be kept in confidence until the bid is awarded.

“Informal Solicitation” shall mean the verbal or written request for a verbal or written bid, proposal, or quotation.

“Procurement” shall mean the purchase of otherwise compensatory securing of materials, supplies, services, leases, equipment, real property, or public works services.

“Professional Services” shall mean any specially trained and experienced person, firm or corporation, providing services and advice in financial, economic, accounting, engineering, information services, technical architectural, or administrative / professional matters.

“Public Works” shall mean the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other improvement as specified in the California Public Contract Code; specifically, Article 40, sections 20640-20644, and Article 72, sections 21050-21051.

“Single Source” shall mean procurement where there is a compelling reason for only one source, a preferred brand, like material, etc., to be procured.

“Sole Source” shall mean procurement where only one viable source exists. This is usually due to legal restrictions of patent rights, a proprietary process, warranty issues, original equipment, copyrights, etc.

1.0 PROCUREMENT INSTRUMENTS

- 1.1 Petty Cash – Petty cash is available through the Administrative Services Department and may be used for emergency purposes, cash advances, and/or reimbursements for approved cash expenditures. Petty cash is generally limited to a maximum of \$50.00 per transaction. The use of petty cash for the purchases of goods, supplies, materials or equipment, except in the event of an immediate need or emergency, is discouraged and shall not be for the purpose of circumventing any provision of the procurement process. Authorization for the use of petty cash must be by the employee’s supervisor. Additionally, an employee cannot approve their own use or receipt of petty cash.
- 1.2 Credit Cards – Credit cards are only to be used for materials, supplies and equipment, for travel related expenses to attend meetings, conferences, seminars and trips, and for single transactions less than or equal to \$2,000, unless authorized by the General Manager.
- 1.3 Check Requests – The check request method is used to request payment for items when a Purchase Order is not accepted by the Vendor, the amount exceeds Petty Cash limits, there is no ability to have an invoice submitted, and the purchase is not more than \$2,000. Some examples may include C.O.D. deliveries, education reimbursement, fees and permits, conference registration or subscriptions.
- 1.4 Purchase Orders – Purchase Orders are used to procure goods such as materials, equipment, parts and supplies.
- 1.5 Task Orders – Task Orders are used to identify specific work requirements authorized by a “General Services Agreement” (GSA) and is used for the procurement of services that will be performed over more than one fiscal year.

- 1.6 General Services Agreement (GSA) – A General Services Agreement (GSA) is used to set forth the terms and conditions when establishing a contractual relationship for services between the District and an Independent Contractor. All agreements must contain the signature of both the Contractor and the District representative in accordance with the Levels of Authority listed below. A Task Order detailing the scope of work, deliverables and performance requirements will accompany the GSA prior to the payment for such services.
- 1.7 Construction Contracts – Formal Notice Inviting Bids, boilerplate documents and specifications must be prepared in accordance with State law. All Construction Contracts equal or greater than \$35,000 must be administered in accordance with the State, Public Contract Code, Sections 20640, et seq. and be approved by the Board of Directors.
- 1.8 Change Orders – A change order is required for Task Orders or Construction Contracts when work performed will exceed the approved amount.
- 1.9 Invoices – There are occasions when invoices are the only document used to authorize expenditures. Examples include but are not limited to items listed in the table below.

Advertisements	Laboratory Services
Annexation Expenses	Legal Fees
Application Fees	Leases (Equipment & Vehicles)
Assessment District Expenses	Licenses and Permits
Association Fees	Medical Services
Audit and Accounting Charges	Memberships
Bank Charges and Fees	Meter / Copy Usage
Bond Transactions	Newspaper / Employment Ads
Claims	Notices
Computer Hardware / Software	Payroll
Conferences	Petty Cash
Contributions to Other Agencies	Postage
Court Reporting	Printing & Publishing
Credit Card Purchases	Public Relations
Certifications and Renewals	Refunds (Construction & Billing)
Debt Service	Regulatory Expenses
Director Fees and Expenses	Safety
Dues and Subscriptions	Seminars
Easements	Supplemental Water Purchases
Education Reimbursements	Subscriptions
Employee Benefits	Tax Collection Fees
Employee Reimbursements	Temporary Employment Agencies
Fees & Permits, Environmental	Training
Fees & Permits, General	Travel Expenses, Lodging and Meals
Insurance	Utilities

2.0 PURCHASING AUTHORIZATION & APPROVAL REQUIREMENTS

The Purchasing Agent (i.e., Supervisor, Executive Team Manager, Implementation Manager/CFO, General Manager or Board, as the case may be) has the authority set forth in the Standard Purchase Authorization Table below to purchase supplies, equipment and services subject to the limitations set forth in the Budget and hereafter stated to the

Purchasing Agent. The following limits do not apply to utility services or other amounts imposed by rates or charges of other agencies providing service.

- 2.1 Purchases, agreements, services, leases and/or contracts for materials, supplies, equipment, and other personal property shall be made in accordance with this policy.
- 2.2 Splitting or separating of material, supply, service, lease, and equipment orders or projects for the express purpose of evading the requirements of this policy, is strictly forbidden.
- 2.3 Unbudgeted expenditures for specific funds that remain within the District’s approved budget are at the General Manager’s discretion. Board approval will be required for transfer requests between funds (projects) or any increases to the overall District budget.
- 2.4 All purchase requests must be submitted on a Purchase Order Request (POR) form authorized by the appropriate signatory level as indicated in the table below.
- 2.5 The first level of approval should review any required quotes in accordance with this policy.

Standard Purchase Authorization Table					
Dollar Amount	Supervisor	Executive Team Manager	Implementation Manager/CFO	General Manager	Board of Directors
\$0 to \$2,500	X				
\$2,501 to \$25,000		X			
\$25,001 to \$40,000			X		
\$40,001 to \$100,000				X	
Greater than \$100,001					X

3.0 PROCUREMENT SOLICITATION & SELECTION

Solicitation of quotations, proposals and offers will be provided for each procurement effort. Selection will be performed in a fair process to provide the best value to the District for the available funding.

3.1 Competitive Solicitation

As a statement of policy and in accordance with the criteria specified in this policy, all purchases or contracts for materials, supplies, equipment and services will be based, whenever possible and practicable, on competitive solicitation. There may be

exceptions to the competitive process for emergency conditions, supply limitations, or other circumstances with justification for such waiver being documented with the acquisition.

Examples of exceptions to the competitive process may include:

- Emergency Conditions as defined in this policy;
- Sole source limitations; time constraints; or other circumstances where the General Manager is satisfied that the best price, terms and conditions for the procurement have been negotiated;
- Purchases listed in Section 1.9 above; and
- When the goods, services, materials or equipment required are of such a nature that specifications are not readily available and cannot be developed in a timely manner to meet the needs of the District, in which case the General Manager shall be authorized to negotiate the procurement for the price, terms and conditions deemed to be in the best interest of the District.

Purchase Amount	Bid Type
\$0 to \$4,999	Solicit two informal (phone/written) quotes whenever practical
\$5,000 to \$49,999	Solicit three informal (phone/written) quotes
\$50,000 to \$100,000	Solicit three formal quotes
\$100,001 +	Solicit three formal quotes/RFP/Bid Process

Upon completion of selection and purchase authorization, all documentation shall be forwarded to Administrative Services for input to the financial accounting and document management systems for processing.

3.2 Professional Services

Professional services are defined as any specially trained and experienced person, firm, or corporation specializing in financial, economic, accounting, engineering, technical, legal, architectural, or other specialized disciplines. Technical and maintenance services (e.g. janitorial services, landscape maintenance, etc.) differs from professional services in that they involve limited discretionary judgment and are primarily manual in nature.

Although there is no one absolute definition for professional services, the following elements shall be used as a guideline to determine whether or not a trade or occupation qualifies as a professional service:

- Is a license indicating sufficient qualification for a trade or occupation required?
- Are there general standards established and widely accepted for performance of this trade, occupation or service?
- Is advanced and prolonged academic study a prerequisite for practicing this trade, occupation or service?

- Does the trade or occupation involve specialized knowledge and experience beyond mere skill?
- Is work performed predominately mental rather than manual?

Due to the nature of these services, California law does not require competitive bidding for acquisition of professional services. As a matter of policy, competitive proposals will be solicited where practical and possible from more than one service provider at the recommendation of the General Manager and subject to the approval of the Board.

3.3 Sole Source Requests

District policy is to base the purchase of materials, supplies, equipment and services on competitive solicitation whenever possible and practicable.

A sole/single source purchase is necessary when the acquisition can be made from only one qualified supplier of a product or service. Similarly, a sole brand request is required when a given brand of product specifically meets the form, fit, and function of procurement; or is necessary to standardize certain parts, designs, or features in order to realize overall economics.

Sole source purchases may also include equipment which has been standardized by the District or items that have only one distributor authorized to sell in this area.

These purchases must be justified/documentated in writing and approved by the appropriate approver from the authorization table.

3.4 Public Works

Public Works projects are limited to the new construction, reconstruction, erection, alterations, and improvements involving publicly owned or operated facilities have a value of \$100,000 or more. Public Works projects do not include routine, recurring, replacement, and usual maintenance work and repair performed on existing public facilities to keep them operational.

- Pursuant to Labor Code, Section 1725.5, all contractors have to register as a public works contractor with the Department of Industrial Relations (DIR) if the total value of the project exceeds \$15,000 for maintenance work or \$25,000 for new construction, alteration remodel, demolition or repair work.
 - Contractor must be registered at the time of the bid or the bidder will be declared unresponsive.

3.5 Emergency Purchases

While the occasional need for emergency or immediate acquisitions of supplies, materials, services, or equipment is recognized, the practice should be minimized in order to allow all functional areas to best perform their responsibilities in accordance with this policy and the systematic processing of work.

The definition of an “emergency” as defined in the Public Contracts Code, Section 1102, is a sudden, unexpected occurrence that poses a clear and imminent danger, requiring action to prevent or mitigate the loss or impairment of life, health, property or essential public service.

Emergency procurement shall be initiated by a Department Manager, approved by the General Manager and subsequently ratified by the Board. The General Manager has authority to procure goods, materials, services and equipment of over \$100,000 in

emergency situations, but ratification of the procurement must be brought to the next scheduled Board Meeting.

Emergency Conditions:

For the purposes of this procedure, emergency or immediate procurement action may be taken for the purchase of goods, materials, services and equipment under the following conditions:

- A great public calamity as described above, such as a sanitary sewer overflow.
- The breakdown of machinery or an essential function which requires immediate purchasing action to protect public health, welfare, safety, or service.
- Other conditions, which may not be considered essential for the protection of public health, safety, welfare, or service, but may significantly interrupt essential District functions.

4.0 VENDOR GIFTS & GRATUITIES

The receiving of gifts and/or other symbols of appreciation may compromise the integrity of professional relationships and can lead to inappropriate business practices.

All District employees are prohibited from accepting gifts offered by vendors, contractors, consultants, and any other person or organization that may receive financial reimbursement, contribution, or revenue from the District. Gifts shall include, without limitation, entertainment, meals, trips, or other notable gestures of appreciation aggregating \$50.00 or more from any one source in a calendar year. All gifts that are tendered or received should be disclosed to the Department Manager and returned.

5.0 ETHICAL PRACTICES

It is a policy of the District to maintain good working relationships with its vendors, contractors and suppliers, as well as the community at large. Every employee has the ability to influence the opinions of others through daily interaction with the business community. In personal contracts with vendors and suppliers, employees shall represent the best interests of the District by conducting business in a fair, equitable, open and ethical manner.

The following are suggested guidelines as recommended by the National Association of Purchasing Management (NAPM):

- Avoid the intent and appearance of unethical or compromising practice in relationships, actions and communications.
- Demonstrate loyalty to the employer by diligently following the lawful instructions of the employer, using reasonable care and only authority granted.
- Refrain from any private business or professional activity that would create a conflict between personal interests and the interests of the employer.
- Refrain from soliciting or accepting money, loans, credits, or prejudicial discounts, and the acceptance of gifts, entertainment, favors, or services from present or potential suppliers that might influence, or appear to influence, purchasing decisions.

- Handle confidential or proprietary information belonging to employers or suppliers with due care and proper consideration of ethical and legal ramifications and governmental regulations.
- Promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle.
- Refrain from reciprocal agreements that restrain competition.
- Know and obey the letter and spirit of laws governing the purchasing function and remain alert to the legal ramifications of purchasing decisions.
- Encourage all segments of society to participate by demonstrating support for small, disadvantaged, and minority-owned businesses.
- Discourage purchasing involvement in employer-sponsored programs of personal purchases that are not business related.
- Enhance the proficiency and structure of the purchasing profession by acquiring and maintaining current technical knowledge and the highest standards of ethical behavior.
- Conduct international purchasing in accordance with the laws, customs, and practices of foreign countries, consistent with the United States laws, your organizations policies, and these Ethical Standards and Guidelines.

6.0 DISPOSITION OF SURPLUS DISTRICT PROPERTY

From time to time, personal property formerly necessary for District operations becomes outmoded, spent, unnecessary and otherwise surplus. The Board hereby approves the following procedure for the disposition of such surplus property:

- The General Manager, after consultation with the Board, will seek informal letter bids from one or more potential purchasers of surplus property, and shall dispose of such property on terms and conditions that are in the best interest of the District. The Board shall be advised in advance of the exact terms and conditions of such disposal.
- Where, in the discretion of the General Manager, no potential purchaser is likely to be found or where no purchaser has been found, the General Manager may, after advising the Board, dispose of the property by the most efficient and economical means, including discard or donation.
- No sale or other disposition shall be made to a District employee, official, representative, consultant or to any member of the immediate family of any such persons.
- "Surplus property" shall include, but is not limited to, machinery, motor vehicles, furniture or other personal property owned by the District and carried on its accounts at a value less than \$500.00. Property valued at more than \$500.00 shall not be disposed of without prior approval by the Board.



Date: October 16, 2018

Prepared By: Joseph Zoba, General Manager

Subject: Discussion Regarding the Issuance of a Request for Proposals for Inspection and Cleaning of Potable, Non-Potable, and Recycled Water Storage Facilities

Recommendation: That the Board authorize the General Manager to finalize and release the Request for Proposals.

The District staff has prepared the attached Request for Proposals for routine cleaning of the drinking water, non-potable, and recycled water storage facilities. The proposed contract will secure a contractor to provide cleaning services for up to three years.



Request for Bid Proposal

Inspection and Cleaning of Potable, Non-Potable, and Recycled Water Storage Facilities

Proposal No. 1809xx

**Response Due and Public Bid Opening
Wednesday, _____ at 11:00 a.m.**

Yucaipa Valley Water District
12770 Second Street
Yucaipa, California 92399

Yucaipa Valley Water District Bid Process Contact:

Matthew Porras, Implementation Manager
mporras@yvwd.dst.ca.us –Phone (909) 797-5119 x3

Yucaipa Valley Water District Contract Administrator and District Liaison:

Michael Kostelecky, Operations Manager
mkostelecky@yvwd.dst.ca.us –Phone (909) 790-9208 x2

Introduction

Project Name: Inspection and Cleaning of Potable, Non-Potable, and Recycled Water Storage Facilities

Project Identification: Request for Proposals No. 1809

Period of Performance: January 1, 2019 through April 30, 2021

Yucaipa Valley Water District (the "District" or "YVWD") is accepting proposals for the Inspection and Cleaning of Potable, Non-Potable, and Recycled Water Storage Facilities for Calendar Year 2019, Calendar Year 2020, and Calendar Year 2021.

The successful contractor will be required to provide all appropriately trained and certified personnel, supplies, materials, tools, and equipment necessary to correctly perform the required services. The District's primary objective is to obtain consistently reliable, high quality, and timely cleaning service. Prevailing wages are in effect for this contract.

The diameter, height, capacity, hatch size, structural material, water type, discharge arrangement, and date last cleaned is provided in the attached material to provide potential bidders with information about each site included in this proposal.

This is not a commitment to procure this work, but a request for proposals for the costs to complete the proposed work. The District will decide to proceed based on the proposal pricing submitted. The District will evaluate the three-year pricing schedule and will determine what appears to provide the best value to the District which may result in a recommendation to the Board of Directors of a one year, two year, or three-year contract for inspection and cleaning service.

There will be no pre-proposal inspections scheduled. If you need to inspect the sites special arrangements will be made by calling Michael Kostecky at (909) 790-9208. No allowance will be made for any unfavorable conditions or events, which might have been foreseen through the pre-bid examination of the site by the Contractor.

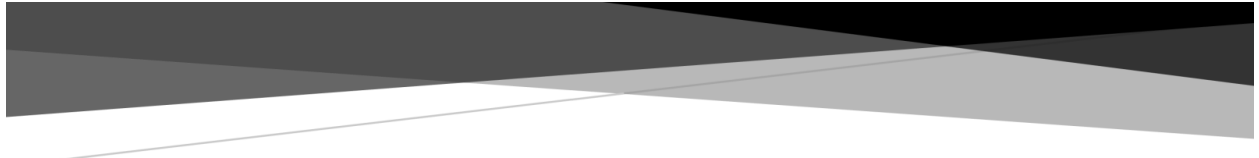
Please review to the enclosed specifications and Proposal Form in the preparation and submittal of your proposal. The Proposal Form must be submitted as your proposal and it must be filled out completely.

All bidders are urged to visit the work sites to familiarize themselves with all existing conditions that may affect the work involved. All proposals shall take into consideration all such conditions as may affect the work under this contract. The submittal of a proposal automatically implies that this examination has been done and that the Contractor is completely familiar with the location, scope, nature, and character of the work and of the equipment and materials needed for it.

The final date for submitting a proposal is Wednesday, [redacted] at 11:00 am to Matthew Porras, Management Analyst, 12770 Second Street, Yucaipa, California 92399.

Your proposal envelope must be sealed and clearly marked "**Reservoir Inspection and Cleaning Bid 1809xx**" (include Attachments A, B, C, D, and E).

The District reserves the right to accept or to reject any and all proposals, to waive any irregularities and to make an award that is determined by the District to be in the best interest of the Yucaipa Valley Water District.



Part 1

General Information and Instructions for Proposals

General Information

- A. Receiving Office: Sealed proposals will be accepted until Wednesday, [REDACTED] at 11:00 am by Matthew Porras, 12770 Second Street, Yucaipa, California 92399. Your proposal envelope must be sealed and clearly marked "Reservoir Inspection and Cleaning Bid 1809xx" (include Attachments A, B, C, D, and E). Late proposals will not be accepted. Facsimile responses will not be accepted. If the proposal is sent by overnight carrier, proposal is to be within a sealed envelope inside the overnight letter pack.
- B. Rejection of Proposals: Yucaipa Valley Water District reserves the right to accept or reject any or all proposals received as a result of this request.
- C. Incurred Contractor Costs: Yucaipa Valley Water District will not be liable for any costs incurred by Contractors or other respondents to this Bid, prior to issuance of an agreement, contract, or other similar acquisition documents.
- D. Other Provisions: The Contractor shall list any other criteria or requirements to delineate responsibility for any additional items/tasks to be completed by either Yucaipa Valley Water District or Contractor. These shall be in addition to those previously detailed or explained in this Bid Request for.
- E. Contract Terms: If awarded the Contract, the undersigned agrees to start work in accordance with these specifications and agrees to continue performing the maintenance and repair work as required herein, unless contract extensions are provided in writing and approved mutually by the Yucaipa Valley Water District and Contractor.
- F. Cancellation: Upon award of contract, either party may cancel the contract with a 30-day written notice.
- G. Law, Rules and Regulations: The work shall comply with all federal, state, and local codes, rules and regulations including all ordinances and other statutory provisions pertaining to this class of work. Such Rules, Codes, Regulations and Ordinances shall be considered a part of these specifications. Any conflict between the Bid requirements and the aforementioned rules shall be noted by the Contractor at the time the proposal response is submitted. Any permits required for the work shall be obtained and paid for by the Contractor.
- H. Prime Contractor Responsibilities: The selected Contractor will be required to assume full responsibility for all services offered in his proposal. Further, Yucaipa Valley Water District will consider the selected Contractor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The Contractor shall be responsible for the coordination and supervision of all sub-Contractors and trades employed in this contract. The Contractor shall list the names of all sub-Contractors to be employed under this contract.
- I. Insurance: The Contractor shall indemnify and hold harmless Yucaipa Valley Water District and all his officers, agents and employees' representatives all suits, actions, or claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property by or from the said Contractors or their employees or by or in consequence of any neglect in safeguarding

the work or through the use of unacceptable materials in the work or by or on account of any act or omission, neglect, or misconduct of the said Contractor.

Contractor, at their expense, must maintain during the term of any subsequent contract the following insurance:

- Broad form General Liability Insurance (occurrence basis only) with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate.
- Workers' Compensation and Employer's Liability Insurance, California statutory limits of liability.
- Each Contractor shall take out and maintain during the life of this contract Workmen's Compensation Insurance for all employees employed at the site of the project and, in case any of the work is sublet, the Contractor shall require the sub-Contractor to provide such insurance. Proof of compliance with the Workmen's Compensation Laws and Social Security Laws shall be filed with and kept in full force and effect on file with the County at all times, until all the work on the project provided to be done under this contract has been fully and finally completed. This shall be an absolute responsibility and duty of the Contractor, who agrees to indemnify and save harmless the County from any contributions or taxes or liability thereof.
- Comprehensive Automobile Liability (including hired and non-owned vehicles) with California no-fault coverage, with minimum limits for bodily injury of \$1,000,000 each person and \$1,000,000 each accident and with minimum limits for property damage of \$1,000,000 each accident.

Insurance policies must name the Contractor as the insured, along with Yucaipa Valley Water District as additional insured, and must not be canceled or materially changed without at least 30 days prior notice from the Contractor to Yucaipa Valley Water District. The Contractor must submit certificates evidencing the insurance to Yucaipa Valley Water District at the time the Contractor executes the contract, and at least 15 days prior to the expiration dates of expiring policies.

Certificates of Insurance acceptable to Yucaipa Valley Water District shall be filed with Yucaipa Valley Water District prior to commencement of the work. The Contractor agrees that its insurance carriers waive subrogation against Yucaipa Valley Water District, its agents, or employees with respect to any loss covered by the Contractor's insurance.

- J. Workmanship: All tradesmen shall be thoroughly experienced in the particular work upon which employed, and the work and finished product shall be of a first-class quality. Employees of the Contractor shall perform work that conforms to standard, state of the art practices for this class and type of work. Once the project begins by execution of a purchase document all work by the Contractor shall be completed in the most expedient manner possible.

The Contractor assumes full responsibility to carefully examine the work requirements before submitting a proposal. All proposals shall take into consideration all such conditions as may affect the work under this contract. The Contractor shall verify all conditions, locations, and character of the work. The submission of a proposal automatically implies that the Contractor is thoroughly familiar with the work to be performed and Yucaipa Valley Water District requirements and expectations. No claims for extra compensation may be made after submittal of a proposal and acceptance by Yucaipa Valley Water District of the proposal.

- K. Owner's Representative: The Contractor shall allow, at any time, access to Yucaipa Valley Water District Representative(s) to view, inspect or otherwise observe the work in progress. The only exception to this is when safety of the representative would be at issue.

Yucaipa Valley Water District representative/liason for this contract (provided on the title page of this Request for Proposals) will coordinate with other Yucaipa Valley Water District employees for the inspection and coordination of the work. Any approvals, questions, demands etc. from the Contractor shall be forwarded to this person for direction to the contract. No other Yucaipa Valley Water District Representative shall bind Yucaipa Valley Water District to additional costs or make any changes to the Project Scope.

- L. Freedom of Information Act: Information submitted in Contractor proposals becomes public information and as such is subject to public disclosure and review under the California Freedom of Information Act. Information contained in the Contractor's proposal which is company confidential must be clearly identified in the proposal itself.

Preparation of Proposal

The below listed specifications are intended as general guidelines to be followed by the Contractor in preparing a proposal and during the ensuing project.

- Accessibility: The Contractor shall be fully aware of any peculiarities and limitations of the space(s) available for the performance of work under this contract. The Contractor shall exercise due and particular caution to determine that all parts of his work are made quickly and easily accessible.
- Authority of the Yucaipa Valley Water District: Subject to the power and authority of the District, the District shall in all cases determine the quantity, quality, and acceptability of the work, materials and supplies for which payment is to be made under this contract. The District shall decide questions that may arise relative to the fulfillment of the contract or the obligations of the Contractor hereunder.
- City of Yucaipa and City of Calimesa Business License: The successful Contractor and any sub-Contractors are required to obtain a City of Yucaipa and/or City of Calimesa Business License prior to award of Contract and to maintain the license for the entire term of the Agreement. The Business License is not a prerequisite for submission of a bid. Inquiries regarding Business License may be answered by calling the City of Yucaipa (909) 797- 2489 or the City of Calimesa (909) 795-9801. Business Licenses are not required for materials or equipment shipped by U.S. mail or common carrier.
- Changes in Work: The District may, at any time work is in progress, by written order make alterations in the terms of work as shown in the specifications, require the performance of extra work, decrease the quantity of work, or make such other changes as the District may find necessary or desirable. The Contractor shall not claim forfeiture of contract by reasons of such changes by the District. Changes in work and the amount of compensation to be paid to the Contractor for any extra work as so

ordered shall be determined in accordance with the unit prices quoted.

- Clean-up: During performance and upon completion of work on the project, Contractor will remove all unused equipment and instruments of service, all excess or unsuitable material, trash, rubbish, and debris, and legally dispose of same, unless otherwise directed by these specifications. Contractor shall leave entire area in a neat, clean, and acceptable condition as approved by the District.
- Compliance With OSHA: Contractor agrees that all item(s) offered comply with all applicable Federal and State Occupational Safety and Health Act laws, standards and regulations, and that Bidder will indemnify and hold the District harmless for any failure to so conform.
- Prevailing Wage: Contractor is aware of the requirements of Chapter 1 (beginning at Section 1720 et seq.) of Part 7 of Division 2 of the California Labor Code, as well as Title 8, Section 16000 et seq. of the California Code of Regulations (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “public works” and “maintenance” projects. If the services are being performed as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the Total Compensation is \$1,000 or more, Contractor and its sub-Contractors shall fully comply with the Prevailing Wage Laws for their employees and any others to whom such laws are applicable. Contractor and its sub-Contractors shall also be responsible for any and all violations and fines imposed on them pursuant to the Prevailing Wage Laws. Pursuant to SB 854, which amended the Prevailing Wage Laws, this Agreement would also be subject to compliance monitoring and enforcement by the California Department of Industrial Relations (“DIR”). Beginning April 1, 2015, no Contractor or sub-Contractor may be awarded this Agreement unless registered with the DIR pursuant to Labor Code Section 1725.5.
 - Contractor shall comply with Senate Bill 854 (signed into law on June 20, 2014) including, but not limited to, the following requirements: (1) no contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5; (2) no contractor or subcontractor may be awarded a contract for public work or perform work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5; (3) this Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations; (4) Contractor shall post job site notices regarding compliance monitoring and enforcement by the Department of Industrial Relations; and (5) Contractor must submit certified payroll at least monthly to the Labor.
 - Under the Public Works Contractor Registration Law (California Senate Bill No. 854 - See Labor Code Section 1725.5), contractors must register with the California Department of Industrial Relations (DIR) using the online application and meet certain requirements before bidding on “public works” contracts in California. “Public works” refers to construction, alteration, demolition, installation, or repair work (including maintenance) done under contract and paid by public funds.
 - The application that a contractor submits to the DIR also provides agencies which administer public works programs with a searchable database of qualified

contractors. Application and renewal are completed online with a non-refundable fee.

- **Contract Incorporation:** This contract embodies the entire contract between the District and the Contractor. The parties shall not be bound by or be liable for any statement, representation, promise, inducement or understanding of any kind or nature not set forth herein. No changes, amendments, or modifications of any of the terms of the contract shall be valid unless submitted in writing and signed by both parties. The complete contract shall include the entire contents of the bid solicitation, all addendums, all of Bidder's successful submittal, supplemental agreements, change orders, performance bond(s), and any and all written agreements which alter, amend, or extend the contract.
- **Coordination with Agencies:** The Contractor shall coordinate activities with the proper regulatory agencies and have their representative on site as requested at the proper times.
- **Damage:** The Contractor shall be held responsible for any breakage, loss of the District's infrastructure or supplies through negligence of the Contractor or his employee while working for the District. The Contractor shall immediately report to the District any damages resulting from services performed under this contract. Failure or refusal to restore or replace such damaged property will be a breach of this contract.
- **Permits:** Contractor shall at its expense, obtain all permits and licenses and pay all charges and fees necessary for the performance of the contract, and shall give all public notices necessary for the lawful performance of the contract.
- **Taxes and Assessments:** Contractor shall pay all taxes, levies, duties, and assessments of every nature due in connection with any work under the contract, shall make any and all payroll deductions required by law, and shall indemnify and hold harmless the District from any liability on account of any and all such taxes, levies, duties, assessments, and deductions.
- **Addenda or Bulletins:** No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.
- **Protection of Public:** Adequate warning devices, barricades, guards, flagmen or other necessary precautions shall be taken by the Contractor to give advised and reasonable protection, safety and warning to persons and vehicular traffic concerned in the area. All traffic control will comply with the American Public Works Association Work Area Traffic Control Handbook, all City of Yucaipa, and City of Calimesa requirements.
- **Rejection of Work:** Contractor agrees that the District has the sole right and discretion to make all final determinations as to whether the work has been satisfactorily completed.
- **Unknown Obstructions:** Should any unknown obstruction be encountered during the course of this contract the Contractor immediately bring it to the attention of the District. The Contractor shall be responsible for the protection of all existing equipment and

utilities encountered within the work area.

Minimum Qualifications

- A. In order to allow for adequate evaluation, all bids must be valid and irrevocable for 60 calendar days after submittal date and time. No Bidder may withdraw a Bid within 60 days after the Bid opening date. Errors in judgment and/or carelessness on the part of the Bidder in preparing the Bid confers no right for the withdrawal of the Bid after it has been opened. Should there be valid reasons why the Contract cannot be awarded, the time may be extended by mutual agreement between the District and the Bidder
- B. Performance Capability: Bidder shall be responsible and have the capability to properly furnish the Services for the duration of the Contract term, and shall have the necessary expertise, personnel, equipment, and sufficient capital to provide the Work within the time specified.

ALL SUBMITTAL CONTENT MUST BE LEGIBLE AND CONTAIN CURRENT INFORMATION. Failure to meet and demonstrate the minimum qualifications set forth in this Bid will deem the Bidder non-responsive.

- C. Minimum Experience: Bidders shall possess a current Class A or C-61/D12 Contractor's License, issued by the State of California. Bidders for these services shall have a minimum of five (5) years of experience in underwater reservoir cleaning. Also, Bidders shall have cleaned a minimum of three (3) potable water reservoirs, with a minimum capacity of three (3) million gallons (MG), within the last five (5) years.
- D. References: Bidder shall submit five (5) clients for which services of similar scope and size have been rendered, within the last five (5) years.
- E. Registration with the Department of Industrial Relations: Contractors and subcontractors must be registered with the DIR at the time of bid, or else the bid may be rejected as non-responsive. Each bidder must submit proof of contractor registration with the DIR (e.g. a hard copy of the relevant page of the DIR's database found at: <https://efiling.dir.ca.gov/PWCR/Search>)
- F. Personnel: The divers assigned to perform the service shall have, at a minimum, ANSI/ACDE 01-2009 training and whose diving operations adhere to the California Code of Regulations Title 8 Section 6050-6063.
- G. Multiple Bids: A Bidder may submit only one Bid. More than one Bid from an individual, firm or partnership, corporation, or association under the same or different names will not be considered on any given Contract and will be considered grounds for disqualification of the Bids involved, and rejection of the Bids.

Modification, Withdrawal, Mistakes, and Minor Informalities

- A. Modifications or Withdrawal: Bids may be modified or withdrawn prior to the established due date via email request or mail request received at the District prior to the bid opening.
- B. Mistakes in Bids (Discovered Before Bid Opening): A Bidder may correct mistakes in a Bid prior to the time and date set for Bid opening by submitting a replacement Bid clearly indicating it supersedes the original submittal.
- C. Mistakes in Bids (Discovered After Opening but Before Award): Minor informalities are matters of form rather than substance evident from the Bid, or insignificant mistakes that can be waived or corrected without prejudice to other Bidders; that is, the effect on price, quantity, quality, delivery, worker and/or public safety or Contractual conditions is negligible. The District may waive such informalities or allow the Bidder to correct them depending on what is in the best interests of the District.

If the mistake and the intended correct Bid are clearly evident on the Bid documents, the Bid shall be corrected to the intended correct Bid and may not be withdrawn.

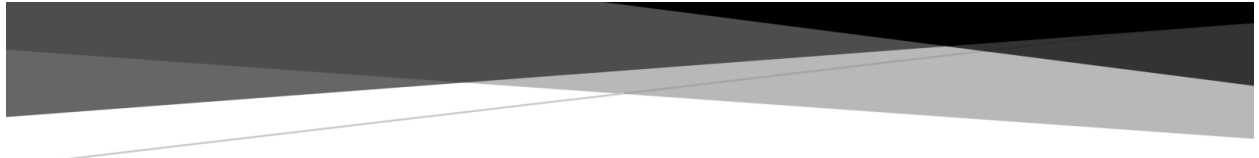
A Bidder may be permitted to withdraw a low Bid if: (i) a mistake is clearly evident on the Bid, but the intended correction is not similarly evident; or (ii) the Bidder submits objective proof which clearly and convincingly demonstrates that a mistake was made. A "mistake" is defined as an error filling out the Bid that made the bid materially different than the Bidder intended and was not due to an error in judgment or carelessness in inspecting the work or the specifications. If a Bidder alleges a mistake, the District will advise the Bidder to support the allegation by submitting an Affidavit of Bid Error concerning the alleged mistake, accompanied by all pertinent evidence such as the Bidder's copy of the Bid file; original worksheets and other data used in preparing the Bid, such as subcontractors' and suppliers' quotations; published price lists; and any other evidence that will serve to establish the mistake, the manner in which it occurred, and the Bid actually intended.

In case of error in the extension of prices in the Bid, unit prices shall govern. A Bid may be found non-responsive for failure to provide unit prices on the Bid Schedule. Bids made on documents other than the documents furnished by the District will not be considered.

Award, Execution, and Acceptance of Contract

- A. The District reserves the right to reject any and all Bids, including but not limited to, fiscally unacceptable, non-conforming, unbalanced or conditional Bids; and to waive any and all irregularities in the Bids and Bidding process. The District may reject, as non-responsive, Bids in which Bidders fail to submit their Bid in accordance to the Invitation for Bids.
- B. The District will evaluate the three-year pricing schedule and will determine what appears to provide the best value to the District which may result in a recommendation to the Board of Directors of a one year, two year, or three-year contract for inspection and cleaning service. The District shall award a Contract to the responsive and responsible Bidder who submits the lowest estimated total of one year, two year, or three-year contracts at the sole discretion of the Board of Directors.

- C. The District, at its sole discretion, will determine whether the minimum qualifications, as described in Bidder's Qualifications herein, have been met.
- D. The Contract will be awarded by the District, by written acceptance within 60days after the day of the Bid Opening or within the time for acceptance specified in the Invitation for Bids, or in any extension thereof agreed to by the parties.
- E. The Bid as submitted shall serve as the final Contract acceptance document of a Bidder. The District will advise the selected Bidder by issuing an Intent to Award letter, as well as request any additional documentation as required by the Contract Documents.
- F. Failure by the Bidder to execute the Contract and submit such other documents as required by the Contract Documents and file acceptable insurance and bonds within ten business days of receiving the Intent to Award letter shall be just cause for canceling the Award. Award may then be made to the next lowest responsive and responsible Bidder or the Work may be re-solicited, as the District may decide.
- G. A Notice to Proceed will be issued after (1) a Contract has been executed by both the District and the successful Bidder and (2) receipt and acceptance by the District of a Bidder's insurance, bonds, and any other required documents.



Part 2
Technical Specifications

General Description

The District's maintains and operates several facilities that are used for drinking water, recycled water, non-potable water, and microfiltration effluent that all require inspection and cleaning services. The Contractor shall provide all labor, materials tools, instrumentation, and equipment to satisfactorily complete the Work.

The District staff has compiled a list of facilities that need to be routinely cleaned and inspected.

The District reserves the right to change the cleaning or inspection service needs based on operational needs or restrictions.

Nothing in this Specification shall be interpreted as relieving the Contractor of the responsibility of meeting all applicable federal, state, and local codes and regulations.

Each facility shall be cleaned and inspected while on-line and operational. The District will maintain a positive flow into the facility as recommended by AWWA Standard C652-11. Due to emergency and fire storage requirements, only one facility shall be cleaned and inspected at a time.

Yucaipa Valley Water District
Reservoir Cleaning and Inspection Schedule

Reservoir Number	Diameter (feet)	Height (feet)	Storage Capacity (gallons)	Reservoir Hatch Size	Reservoir Structural Material	Water Type	Discharge Arrangement	Date Last Cleaned	Reservoir Cleaning and Inspection Schedule		
11.1	95	31.5	1,700,000	36" x 36"	Steel	Drinking Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
11.2	108	24	1,500,000	24" x 36"	Steel	Drinking Water	Storm Drain	2014	CY 2019	CY 2020	CY 2021
12.1	130	30	3,000,000	36" x 36"	Steel	Drinking Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
12.2	120	24	2,000,000	36" round	Steel	Drinking Water	Storm Drain	2014	CY 2019	CY 2020	CY 2021
12.4	186	35	6,000,000	42" x 42"	Concrete	Drinking Water	Storm Drain	2016	CY 2019	CY 2020	CY 2021
13.1	206	25	6,000,000	36" x 36"	Concrete	Drinking Water	Storm Drain	2014	CY 2019	CY 2020	CY 2021
13.2	93	32	1,600,000	24" x 36"	Steel	Drinking Water	Storm Drain	2014	CY 2019	CY 2020	CY 2021
13.3	120	24	2,000,000	24" x 36"	Steel	Drinking Water	On-Site Pond	2015	CY 2019	CY 2020	CY 2021
14.2	120	23.5	2,000,000	24" x 24"	Steel	Drinking Water	Ground	2015	CY 2019	CY 2020	CY 2021
15.1	151	32	4,000,000	36" x 36"	Steel	Drinking Water	Storm Drain	2014	CY 2019	CY 2020	CY 2021
15.2	120	24	2,000,000	24" x 36"	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
15.3	104	23.5	1,500,000	36" x 36"	Steel	Drinking Water	Ground	2015	CY 2019	CY 2020	CY 2021
16.2	40	22.5	210,000	18" round	Steel	Drinking Water	Ground	2015	CY 2019	CY 2020	CY 2021
16.5	109	14.5	1,000,000	36" x 36"	Steel	Drinking Water	Ground	2015	CY 2019	CY 2020	CY 2021
16.6	38	24	210,000	18" round	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
17.1.1	38	24	420,000	19" round	Steel	Drinking Water	Ground	2017	CY 2019	CY 2020	CY 2021
17.1.2	38	24	420,000	19" round	Steel	Drinking Water	Ground	2017	CY 2019	CY 2020	CY 2021
17.2	94	31	1,600,000	20" x 38"	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
17.4	57	31.5	600,000	24" round	Steel	Drinking Water	Ground	2015	CY 2019	CY 2020	CY 2021
17.5.1	22	16	90,000	24" round	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
17.5.2	22	16	90,000	24" round	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
18.3	40	16	150,000	24" x 24"	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
18.4	65.5	30	750,000	36" x 36"	Steel	Drinking Water	Ground	2015	CY 2019	CY 2020	CY 2021
19.1.1	22	16	45,000	19" round	Steel	Drinking Water	On-Site Pond	2015	CY 2019	CY 2020	CY 2021
19.1.2	34	24	160,000	19" round	Steel	Drinking Water	On-Site Pond	2015	CY 2019	CY 2020	CY 2021
20.2	68	16	430,000	18" x 18"	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
22.1	48	16	210,000	18" round	Steel	Drinking Water	Ground	2014	CY 2019	CY 2020	CY 2021
FSS	42/48/18.50	42/48/18.50	180,000	36" x 36"	Concrete	Non-Potable Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
G-1	172	23	4,000,000	36" x 36"	Concrete	Recycled Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
RWR-8.1	155	26	4,000,000	36" x 36"	Concrete	Recycled Water	Ground	2015	CY 2019	CY 2020	CY 2021
RWR-10.3.1	77	35	1,100,000	42" x 36"	Steel	Recycled Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
RWR-10.3.2	77	35	1,100,000	42" x 36"	Steel	Recycled Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
RWR-12.1	109	30	2,100,000	36" x 36"	Steel	Recycled Water	Storm Drain	2015	CY 2019	CY 2020	CY 2021
Wochholz Regional Water Recycling Facility Wet Well	9.25'Wx16.5'Dx85'L	9'Wx16'Dx85'L	91,000	35" x 35"	Concrete	Non-Potable	On-Site Pond	2015	CY 2019	CY 2020	CY 2021

Scope of Work

The following scope of work, which is applicable to all District water storage facilities, includes but is not limited to the following items:

- A. Develop, submit, and implement the following:
 - 1. Safety Plan, Safe Practices Manual
 - 2. Material and Equipment Storage Plan
 - 3. Emergency Response Plan
 - 4. Site Security Plan
 - 5. De-chlorination Procedure of Water Prior to Disposal
 - 6. Filtration and Sediment Management Plan
 - 7. Progress Schedule
- B. Implement Best Management Practices (BMPs) for discharge of water generated from reservoir cleaning operations to existing storm drain facilities.
- C. Clean the storage facilities and remove all sediment accumulated on the facility floors, walls, and columns.
- D. Conduct a comprehensive inspection of the facilities.
- E. Implement measures to dewater sediments to less than 50% moisture and no free liquid.
- F. Certify dewatered sediments as non-hazardous per specified methods and analysis.
- G. Off-haul, removal, and legally disposal of sediment.
- H. Site cleanup.

Execution

- A. Disinfection
 - 1. All materials, personnel, and equipment coming in contact with potable water inside the tank or reservoir shall be disinfected in accordance with AWWA Standard C652-11. All disinfectants used in connection with this project shall be NSF approved for use in potable water. The Contractor shall provide evidence to this regard prior to mobilization.
 - 2. Reservoir entry shall be performed in a manner that protects water quality, and in accordance with Section 4 of AWWA Standard C652-11. All equipment and clothing shall be disinfected immediately prior to entry into the facility. The diver and the clothing shall be disinfected after the diver is suited up. The dive suit shall completely encapsulate the diver with no bare skin exposed, this includes hands. There shall be no contact of the mouth or head with the water during inspection. The head shall be fully encapsulated by a helmet or dry suit hood with full face mask. Between uses, all equipment and clothing dedicated for potable water, underwater inspection work shall be stored in a manner that prevents both chemical and bacteriological contamination.
 - 3. Any runoff of chlorinated solution generated during disinfection of materials, personnel, and equipment, shall be properly contained in a bermed area, and dechlorinated prior to discharge.
- B. Dechlorination, Disposal of Water, Filtration and Sediment Management

1. All water and sediment pumped from the reservoirs shall be dechlorinated by the Contractor with sodium metabisulfite, sodium thiosulfate, ascorbic acid, or equivalent and filtered through storage tanks, filter bags and/or Baker-type storage tanks prior to discharge into storm drain or other location as indicated by the District. The District reserves the right to prohibit the use of steel Baker-type tanks on sites where space is limited, poly-type tanks will be considered. The Contractor shall have available materials to create a temporary holding lagoon in the event runoff needs to be controlled or directed to a specific point of drainage. Effluent total chlorine residual shall be non-detectable (0.04 mg/L or lower), turbidity shall be less than 50 NTU, and pH shall be between 6.5 and 8.5.
2. A representative sample(s) of the sediment collected from the potable water facility shall be analyzed and profiled to determine appropriate waste classification. Following waste profiling, all filter bags and sediment shall be properly packaged, labeled, and removed from the site by the Contractor.
3. Dechlorination, Disposal of Water
 - a. Two weeks prior to mobilizing any equipment and material on-site, the Contractor shall provide a comprehensive plan for dechlorination and sediment filtration. The Contractor's plan shall specify exactly what equipment they are planning to use during the cleaning, and the estimated discharge pump flowrates, if pumps are used. Contractor is responsible for demonstrating that the capacity of the storm drains or other drainage system is not exceeded.
 - b. The plan should indicate exactly how the discharge will be dechlorinated. If an inline system will be used, the capacity of the system needs to be disclosed, and the estimates or calculations for the flow rate and dechlorination agents submitted to the District for review.
 - c. The Contractor should anticipate a range of chlorine residual between 0.5 to 2.5 parts per million (ppm or mg/L) in the storage facilities. Contractor shall stock sufficient dechlorination tablets, granules, or powder for dechlorination.
 - d. The spray down solution used for disinfection shall be contained and dechlorinated prior to discharge.
 - e. Contractor shall monitor for dechlorination and shall measure the total chlorine residual with a Hach 890 (or equivalent) every 15 minutes at the beginning of the day and every hour thereafter, at the discharge point(s).
 - f. Contractor shall document its dechlorination monitoring and provide to the District dechlorination log sheets at the end of the project. Daily log sheets shall be kept on site and available for District inspection on a daily basis.
 - g. Contractor shall monitor discharge flow rates in outfall structure and daylight discharge pipe as shown on the project drawings. At no time shall the discharge flow rate be so great as to cause the outfall structure to

overflow or soil erosion to occur at or around the outfall of the discharge pipe.

- h. At any time, if the District determines the dechlorination and disposal of water plan is not functioning according to the submittal and discharge limitations, the Contractor shall immediately implement measures, which may include reduction of or temporary suspension of discharge of water or temporary suspension of cleaning operations, to bring the disposal plan back in conformance at no additional cost to the District.

4. Filtration and Sediment Management

- a. The Contractor shall submit a detailed description of methodology of dechlorinating and filtering sediments from discharge water and the plan shall be approved by the District prior to commencement of work. The Contractor shall have available materials to create a temporary holding pond in the event run off needs to be controlled or directed to a specific point of drainage.
- b. The Contractor shall be responsible for ensuring that no sediment in excess of local applicable discharge regulations be discharged from the site during the cleaning. The contractor shall use available Best Management Practices (BMPs) including but not limited to, Baker-type storage tanks, rock or gravel socks, sand bags, non-woven geosynthetic material filter bags, hay bales and filter bags, to ensure that sediment is removed prior to discharge.
- c. Contractor shall monitor turbidity and pH. Turbidity and pH shall be measured every 15 minutes at the beginning of the day and every hour thereafter, at the discharge point(s) post-BMPs.
- d. Contractor shall document its turbidity and pH monitoring and provide to the District log sheets at the end of the project. Daily log sheets shall be kept on site and available for District inspection on a daily basis.
- e. At any time, if the District determines the filtration and sediment management plan is not functioning according to the submittal and discharge restrictions, the Contractor shall immediately implement measures, which may include additional equipment or temporary suspension of cleaning operations, to bring the management plan back in to conformance at no additional cost to the District.
- f. All sediment accumulated behind the filtering barriers shall be removed daily.
- g. All sediment accumulated shall be properly stockpiled and covered to protect it from the elements until disposal by the Contractor.
- h. No sediment or soil shall be disposed on-site.
- i. All sediment within the Baker-type storage tanks, and all, Baker-type

storage tanks and sediment bags shall be removed within two weeks of completion of tank cleaning.

- j. The soil and filter bags shall be properly contained and covered (during inclement weather) until disposal. Bags may be left uncovered during dry weather.

C. Cleaning

1. Cleaning shall be accomplished without creating any visible turbidity which shall be monitored by constant live video feed to the surface and turbidity monitoring by District personnel. Contractor supplied video monitors shall be at reservoir site(s) and available at all times for viewing by District personnel.
2. Reservoir cleaning shall commence after the Contractor mobilizes onto the site and sets up its equipment for the cleaning work. Reservoir cleaning shall be by a diver using surface supplied air and shall include vacuum removal of sediment and removal by hand of any debris too large to be vacuumed up. The dive operation shall include an audio system to permit two-way communication to relay specific requests to the diver, and a camera mounted on the diver's helmet shall allow those outside the tank to see what the diver is looking at. The Contractor shall provide storage tanks for containment of sediment-laden water removed from the potable water storage facility by vacuum cleaning, chemical treatment (if required) to enhance sediment settling, and filtration so as to meet the requirements of the discharge permit. Filtered water shall be discharged in strict accordance with the current governing discharge permit. The current governing discharge permit can be found on the California State Water Resources Control Board website at http://www.swrcb.ca.gov/water_issues/programs/stormwater.
3. Cleaning procedures must combine adequate brushing of surfaces cleaned, in addition to removing material from the reservoirs by water suction. In addition to cleaning all sediment or other material from the floor of the reservoirs, the divers must ensure that all sediment is removed from all floor or floor to wall seams, top surfaces of support column bases, plumbing fixtures and supports, inlet / outlet pipe structure, or any other area where the vacuum does not reach during normal floor cleaning. Brushing shall be done in conjunction with vacuuming to remove potentially hazardous biofilm. A stationary or fixed brush inside a vacuum head will be considered, provided that the Contractor's methodology is thoroughly described and demonstrated to remove biofilm. Hydraulic jetting will not be considered. The brushing shall be vigorous enough to remove biofilm without damaging the liner or coating or causing excess visible turbidity.
4. Sediment removal will be considered complete only when an unobstructed view of the storage bottom is achieved. Sufficient still photos are to be taken to demonstrate compliance.
5. No cross connection shall exist between the potable water storage facility and the vehicle or tank used to store or transport the sediments removed from the potable water storage facility. Cross-connection backflow prevention control measures shall be employed to avoid potential cross-connection incidences from occurring.

D. Inspection Report and Video

1. For each facility, the Contractor shall submit two (2) copies of a written inspection report and provide an inspection video and sufficient still color photographs to provide a reasonable documentation of the condition of the potable water storage facility interior before and after completion of work.
2. Tank and Reservoir Inspection Video and Report
 - a. A schematic drawing of the tank and reservoir shall be included with the report. The reservoir shall be divided into sections and a number system for the sections of the reservoir shall be designated on the drawing.
 - b. All tank and reservoir appurtenances shall be described in terms of coating condition and extent of corrosion. Any mechanical or structural defects visually recognizable shall be identified.
 - c. The inspection video shall include pertinent portions of the cleaning as it is done to show amounts and types of material found in the tank or reservoir. This video shall show before and after effects of cleaning with close up views to verify adequate brushing of surfaces. Color (4"x6") still photos at the bases of columns, to be chosen by the District shall be made. Documentation of findings will be shown on the reservoir drawing.
3. Recommended Repairs
 - a. The report shall outline the recommended repairs based on the observations and inspections of the diving team. Group the recommendations by the following priority system:
 - i. Priority 1: Structural integrity related. Failure to make this repair could result in a structural failure of the tank, reservoir, or appurtenance.
 - ii. Priority 2: Maintenance related repairs. This type of repair is required, but the necessity to complete it is not urgent.
 - iii. Priority 3: Maintenance suggestions. This type of recommendation is not a required repair but may aid in the future maintenance of the tank or reservoir.

E. Disposal of Sediments

1. The Contractor shall be responsible for the legal disposal of all tank and reservoir sediment. The Contractor shall inform the District in writing that all sediment has been legally disposed of.
2. Contractor shall implement measures to dewater the removed reservoir sediment to contain greater than 50% solids by volume and no free-standing liquid prior to disposal. Contractor shall secure a representative reservoir sediment sample and shall have the necessary soil characterization analysis and soil profile (i.e. CAM

17 metals, at a minimum) performed by an independent laboratory, in order to certify the sediment as a hazardous or non-hazardous waste per Title 22 CCR 66260. Contractor shall submit a certified lab analysis from an independent laboratory to the District before removal of sediment is scheduled. No sediment shall be removed from the site until the District has reviewed the lab report. Sampling and sample management of reservoir sediment for analysis and testing shall be in accord with the sampling planning, methodology and equipment, and the sample processing, documentation and custody procedures specified in chapter nine of "Test Methods of Evaluating Solid Waste, Physical/Chemical Methods," SW-846, 3rd edition, U.S. Environmental Protection Agency, 1986. As a minimum, every lab report shall state the name of the storage facility from which the sample came, the name(s) of the test(s) performed and the classification of the sediment during testing as dried sediment or wet sediment for analysis. The laboratory results of any Total Threshold Limit Concentration (TTLC) test for metals shall be given in units of mg/kg. If the sample has the potential to exceed Soluble Threshold Limits Concentration (STLC) levels based on the sample characteristics and the TTLC test results, then the contractor shall have STLC analyses performed in accordance with the Waste Extraction Test (WET) procedures given in Appendix II of Section 66261.24 of the California Code of Regulations. The District reserves the right to have such collected sediment samples also analyzed by the District laboratory.

3. Disposal of reservoir sediment through the reservoir drain to a watercourse, flood control channel or creek shall not be allowed.
4. Should the reservoir solids be deemed a hazardous waste, the Contractor shall dispose of such waste according to Federal, State, and local laws. The Contractor shall notify the District of any such hazardous waste and the District reserves the right to a copy of any tests conducted on the waste and, at the District cost, to perform additional tests or examine the waste, prior to removal and disposal of such waste. Hazardous waste shall be disposed of by a licensed hazardous waste transporter using uniform hazardous waste manifest forms and taken to a proper disposal site. The Contractor shall coordinate with the District to dispose of the hazardous waste under an EPA Generator Number. A copy of all the manifests shall be provided to the District. Solids that are determined to be a hazardous waste, that are required to be disposed of as hazardous waste, shall be paid for through a bi-lateral amendment to this Agreement.

F. Commencement and Completion of Work

1. Work shall begin on a mutually agreed upon date. It is agreed by the Contractor that time is of the essence. The Contractor shall provide a schedule and duration for each reservoir to be cleaned.

G. Contract Term

1. The base term of the Contract shall be for a period of three (3) years, during which all prices shall remain firm.

H. Progress Payments

1. Progress payments shall be applicable to each water storage facility completed upon receipt and approval of a written request for payment.

I. Solicitation Submittals

1. Each Bidder shall submit, at the time of bid, the following:
 2. Complete all attached Bid Forms in their entirety
 - a. Attachment A - Terms and Conditions
 - b. Attachment B - Reservoir Inspection and Cleaning Bid Sheets
 - c. Attachment C - Non-Collusion Statement and Signature
 - d. Attachment D - References
 - e. Attachment E - Provide suggestions to modify the Agreement for Services
3. Evidence that Bidder (a) possess a current Class A or C-61/D12 Contractor's license, (b) has a minimum of seven (7) years of experience in underwater reservoir cleaning, and (c) has cleaned a minimum of three (3) potable water reservoirs with a minimum capacity of three million gallons (MG) within the last five (5) years.
4. Evidence of Insurance in the form of a broker's letter or insurance certificate

Proposals must be prepared in accordance with the following attachments:

- Attachment A:** Terms and Conditions
- Attachment B:** Reservoir Cleaning Bid Sheet
- Attachment C:** Non-Collusion Statement and Signature
- Attachment D:** References
- Attachment E:** Sample Agreement for Services
- Attachment F:** Insurance Compliance Samples
- Attachment G:** Bid/Proposal General Provisions
- Attachment H:** Proposal Guarantee

Attachment A - Terms and Conditions

Compensation: By accepting this Purchase Order (PO), the Contractor/Vendor (Vendor) agrees to receive and accept the prices shown as full compensation for furnishing all materials and for doing all the work contemplated and embraced in the order; also for all loss or damage arising out of the nature of the work aforesaid, or from the action of all elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of work until its acceptance by Yucaipa Valley Water District (YVWD) and for all risks of every description connected with the work; also for all expenses incurred by or in consequence of the suspension or discontinuance of work and for well and faithfully completing the work and the whole thereof, in the manner according to the requirements of YVWD's inspection.

Vendor shall state its discount terms on invoices. Delay caused by correction of errors and omissions shall extend the discount period and shall be just cause for withholding settlement without loss of cash discount by YVWD. This order or any payment due thereunder is not assignable by Vendor without written approval of YVWD. Full payment shall be made for acceptance materials within 30 days after receipt of invoice.

F.O.B.: Unless otherwise specified, all shipments are Free-On-Board delivered to the location shown on the Purchase Order. A copy of the receipted freight bill MUST accompany the invoice when freight is authorized to be prepaid and added to invoice.

Substitutions: Substitutions, changes, and prices other than specified above must be authorized in writing by YVWD.

Contract: The PO, and any referenced attachments, when accepted by Vendor, either in writing or shipment of all or any portion of the material, or the commencement of performance of any portion of the services covered hereunder, constitutes the entire contract between Vendor and YVWD concerning its subject matter; and neither any

contrary or additional conditions specified by Vendor nor any subsequent amendment or supplement shall have any effect without YVWD's written approval.

Indemnification: Vendor shall indemnify, hold harmless and defend the Yucaipa Valley Water District (YVWD), and each of its officers, Directors, officials, employees, volunteers and agents from any and all loss, claims, demands, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by YVWD, the Vendor or any other person and from any and all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation expense), arising or alleged to have arisen directly or indirectly out of performance of the contract. The Vendor's obligations under the preceding sentence shall apply regardless of whether YVWD or any of its officers, directors, officials, employees, volunteers, or agents are actively or passively negligent, but shall not apply to any loss, liability fines, penalties, forfeitures, cost, or damages caused solely by the active negligence or by the willful misconduct of the YVWD. If Vendor should subcontract all or any portion of the work to be performed under this agreement, Vendor shall require each subcontractor to indemnify, hold harmless, and defend the YVWD, its officers, Directors, officials, employees, volunteers, and agents in accordance with the terms of the preceding paragraph.

Contractor's Licensing Laws: All contractors shall be licensed in accordance with the laws of the State of California.

Permits or Licenses: The Vendor shall procure all permits and licenses, pay all charges and fees, and give all notices necessary and incidental to the due and lawful prosecution of the work.

Taxes: Unless otherwise provided herein or required by law, Vendor assumes exclusive liability for, and shall pay before delinquency,

all sales, use, excise and other taxes, or charges of any kind now or hereinafter imposed on or with respect to, or measured by the articles sold or material or work furnished hereunder on the wages, salaries or other remuneration paid to persons employed relating to the performance of this PO.

Safety: All equipment, materials and services shall comply with all Federal, State, and local safety rules and regulations including those imposed by the Occupational Safety and Health Administration (OSHA).

Independent Contractor: Vendor is an independent Contractor/ Supplier retained by YVWD to provide goods and/or perform the work described herein. All personnel employed by the Vendor, including subcontractors and personnel of said subcontractors approved by YVWD, are not and shall not be deemed to be employees of YVWD. The Vendor and approved subcontractors shall comply with all State and Federal laws pertaining to employment and compensation of their employees or agents, including the provision of Worker's Compensation. YVWD shall not under any circumstances be liable to Vendor for any person or persons acting for Vendor for any death, injury, property destruction, or damage received or claimed relating to or resulting from the activities undertaken pursuant to this PO.

Warranty: Vendor warrants that the goods specified in this PO shall be free from defects in design, material, and workmanship. The

goods specified in this PO shall not be deemed accepted until after inspection within a reasonable time after arrival at the delivery location specified on the PO. Vendor warrants that the goods specified in this PO will be fit for the purposes for which they were sold to YVWD.

Attorney's Fees: If a lawsuit is filed to enforce the terms hereof, the prevailing party will be entitled to an award of attorney's fees.

Prevailing Wages: Pursuant to Section 1773.2 of the Labor Code, Vendors performing public work shall pay prevailing per diem wages.

Insurance: Vendors performing work for YVWD shall provide proof of insurance, in amounts not less than those specified, for the following: Comprehensive General Liability \$1,000,000 per occurrence; Worker's Compensation: statutory coverage required; Commercial Auto Liability: \$1,000,000 per accident for bodily injury and property damage, endorsed for "any" auto. Please note that in addition to the certificate of insurance, an endorsement must be provided to name the *Yucaipa Valley Water District, it's officers, agents, and employees as "Additional Insured"*. The certificate of insurance can be a master certificate, to cover all work done during the year, or a single purpose certificate to cover one specific project/job.

Acknowledgement of Terms and Conditions:

Signature: _____

Print Name: _____

Company: _____

Attachment B - Reservoir Inspection and Cleaning Bid Sheets

Yucaipa Valley Water District

Reservoirs to be Cleaned and Inspected - Year One

Earliest Reservoir Cleaning and Inspection Starting Date: **Monday, January 14, 2019**
 Latest Reservoir Cleaning and Inspection Completion Date: **Friday, May 03, 2019**

Item	Reservoir Number	Diameter (feet)	Height (feet)	Storage Capacity (gallons)	Year One Bid Pricing
1	13.3	120	24	2,000,000	
2	14.2	120	23.5	2,000,000	
3	15.2	120	24	2,000,000	
4	15.3	104	23.5	1,500,000	
5	16.5	109	14.5	1,000,000	
6	17.4	57	31.5	600,000	
7	18.3	40	16	150,000	
8	18.4	65.5	30	750,000	
9	FSS	42/48/18.50	42/48/18.50	180,000	
10	G-1	172	23	4,000,000	
11	RWR-8.1	155	26	4,000,000	
12	RWR-10.3.1	77	35	1,100,000	
13	RWR-10.3.2	77	35	1,100,000	
14	RWR-12.1	109	30	2,100,000	
15	Wochholz Regional Water Recycling Facility Wet Well	9.25'Wx16.5'Dx85'L	9'Wx16'Dx85'L	91,000	
Year One Total Amount:					

Yucaipa Valley Water District

Reservoirs to be Cleaned and Inspected - Year Two

Earliest Reservoir Cleaning and Inspection Starting Date: Monday, January 13, 2020
Latest Reservoir Cleaning and Inspection Completion Date: Tuesday, May 05, 2020

Item	Reservoir Number	Diameter (feet)	Height (feet)	Storage Capacity (gallons)	Year Two Bid Pricing
1	11.1	95	31.5	1,700,000	
2	11.2	108	24	1,500,000	
3	12.1	130	30	3,000,000	
4	12.2	120	24	2,000,000	
5	13.1	206	25	6,000,000	
6	13.2	93	32	1,600,000	
7	15.1	151	32	4,000,000	
8	17.1.1	38	24	420,000	
9	17.1.2	38	24	420,000	
10	FSS	42/48/18.50	42/48/18.50	180,000	
11	G-1	172	23	4,000,000	
12	RWR-8.1	155	26	4,000,000	
13	RWR-10.3.1	77	35	1,100,000	
14	RWR-10.3.2	77	35	1,100,000	
15	RWR-12.1	109	30	2,100,000	
16	Wochholz Regional Water Recycling Facility Wet Well	9.25'Wx16.5'Dx85'L	9'Wx16'Dx85'L	91,000	
Year Two Total Amount:					

Yucaipa Valley Water District

Reservoirs to be Cleaned and Inspected - Year Three

Earliest Reservoir Cleaning and Inspection Starting Date: Monday, January 18, 2021
Latest Reservoir Cleaning and Inspection Completion Date: Friday, May 07, 2021

Item	Reservoir Number	Diameter (feet)	Height (feet)	Storage Capacity (gallons)	Year Three Bid Pricing
1	12.4	186	35	6,000,000	
2	16.2	40	22.5	210,000	
3	16.6	38	24	210,000	
4	17.2	94	31	1,600,000	
5	17.5.1	22	16	90,000	
6	17.5.2	22	16	90,000	
7	19.1.1	22	16	45,000	
8	19.1.2	34	24	160,000	
9	20.2	68	16	430,000	
10	22.1	48	16	210,000	
11	FSS	42/48/18.50	42/48/18.50	180,000	
12	G-1	172	23	4,000,000	
13	RWR-8.1	155	26	4,000,000	
14	RWR-10.3.1	77	35	1,100,000	
15	RWR-10.3.2	77	35	1,100,000	
16	RWR-12.1	109	30	2,100,000	
17	Wochholz Regional Water Recycling Facility Wet Well	9.25'Wx16.5'Dx85'L	9'Wx16'Dx85'L	91,000	
Year Three Total Amount:					

We the undersigned propose to provide the Yucaipa Valley Water District with all labor, material, equipment, supervision and any other required service or cost as outlined in the request for proposal.

Grand Total for Bid No. 1809xx:

Year One Amount	Year Two Amount	Year Three Amount	Total for All Three Years
\$	\$	\$	\$

Final Bid Amount (All Years) \$ _____

Written in words: _____

Submitted by: _____

Signature: _____

Company: _____

Address: _____

City: _____

State: _____

Telephone: _____

Facsimile: _____

E-mail: _____

Date: _____

California State Contractors License Number: _____

California State Department of Industrial Relations Number: _____

Department of Industrial Relations (DIR) Number: _____

Attachment C - Non-Collusion Statement & Signature

The undersigned affirms that he/she is duly authorized to execute this contract, that this company, corporation, firm, partnership, or individual has not prepared this proposal in collusion with any other offer, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business or any individual affiliated with the Yucaipa Valley Water District, prior to the official opening of this proposal. Failure to observe this procedure may be cause for rejection of this proposal.

I have read, and I understand the standard terms and conditions and I will fully execute them if I am awarded this proposal. I fully understand the proposal specifications.

Company: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (____) _____

Fax: (____) _____

E-Mail: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Attachment D - References

The following are the names, address, and phone numbers for five references (preferable public agencies) for which Contractor has performed similar work within the past three years: If additional space is required, please duplicate this sheet (do not write on the back).

- 1. _____

- 2. _____

- 3. _____

- 4. _____

- 5. _____

Attachment E - Sample Agreement for Services

THIS CONTRACT is entered into by and between the YUCAIPA VALLEY WATER DISTRICT (hereinafter referred to as "District"), located at 12770 Second Street, Yucaipa, California 92399 and [REDACTED], (hereinafter referred to as "Contractor"), located at [REDACTED].

WITNESSETH that the Contractor and the District, for the consideration hereinafter named, agree as follows:

1. **SCOPE OF WORK.** The Contractor shall furnish the District all materials and services in full accordance with the solicitation documents approved by the District entitled:

**Inspection and Cleaning of Potable, Non-Potable,
and Recycled Water Storage Facilities**

Proposal No. 1809xx

and which are appended hereto and made part of the Contract.

2. **TIME OF PERFORMANCE.** The Contractor shall perform the Work in accordance with the solicitation, and pursuant to the Notice to Proceed.
3. **AGREEMENT PRICE.** The Contractor shall faithfully perform the Work required under this Contract and shall be compensated at the rates, as quoted on the Bid Schedule approved by the Board of Directors of the Yucaipa Valley Water District.
4. **TERM OF AGREEMENT.** The base term of this Agreement shall be for a period of three (3) years. The Contract is subject to termination pursuant to Section 14 below.
5. **COMPONENT PARTS.** This Agreement shall consist of the following documents, all of which are incorporated herein and made a part hereof by reference hereto:
 - a. This Agreement
 - b. Bid Documents
 - c. Bid Forms (as accepted by District)
 - d. Insurance Certificate
6. **SERVICE NOTICE.** All notices and communications deemed by either party to be necessary or desirable to be given to the other party shall be in writing and may be given by personal delivery to a representative of the parties or by mailing the same postage prepaid, addressed as follows:

If to the District

YUCAIPA VALLEY WATER DISTRICT
12770 Second Street
Yucaipa, California 92399

If to the Contractor:

Attention: _____

- 7. **ATTORNEYS' FEES.** If any legal proceeding should be instituted by either of the parties hereto to enforce the terms of this Contract or to determine the rights of the parties thereunder, the prevailing party in said proceeding shall recover, in addition to all court costs, reasonable attorneys' fees.
- 8. **GOVERNING LAW.** This Contract shall be governed and construed in accordance with the laws of the State of California. Any action relating to, and all disputes arising under, this Agreement shall be instituted and prosecuted in a court of competent jurisdiction in the County of San Bernardino, State of California. Each party hereby appoints the individual listed opposite its name to act as its initial agent for service of process relating to any such action.
- 9. **INSURANCE.** Contractor will file with the District before beginning work, certificates of insurance and policy endorsements satisfactory to the District evidencing general liability coverage, of not less than \$1,000,000 per occurrence for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits); requiring 30 days (10 days for non-payment of premium) notice of cancellation to the District..

The Yucaipa Valley Water District, its officers, directors, and employees and any of its authorized representatives and volunteers shall be named as additional insureds under all insurance maintained by Contractor related in any way to work performed by it on behalf of the Yucaipa Valley Water District. Such insurance shall be primary and any insurance, self-insurance or other coverage maintained by the District, its directors, officers, employees, or authorized volunteers shall not contribute to it.

The general liability coverage shall give the District, its directors, officers, employees, and authorized volunteers insured status using ISO endorsement CG2010, CG2033, or equivalent. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by the District. In the event that the Contractor employs other Contractors (sub-Contractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each sub-Contractor meets the minimum insurance requirements specified above. If any of the required coverages expire during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the District at least ten (10) days prior to the expiration date.

- 10. Contractor shall not accept direction or orders from any person other than the District Liaison or the person(s) so designated in writing by the District Liaison as provided on page 1 of the Request for Proposals.

11. Payment, unless otherwise specified on Page 1, is to be 30-days after acceptance by the DISTRICT.
12. Permits required by governmental authorities will be obtained at Contractor's expense, and Contractor will comply with local, state, and federal regulations and statutes including the Cal/OSHA requirements.
13. Any change in the scope of the work to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the work will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by the District. Contractor's representative has the authority to execute such written change for Contractor.
14. TERMINATION. The District or the Contractor may terminate this Agreement at any time, without cause, upon giving thirty (30) days written notice to the other Party. In the event of such termination, Contractor shall be entitled to compensation for work performed on a prorated basis through and including the effective date of termination. Notice of termination shall be mailed to the District and/or Contractor in accordance with the Notices provisions contained herein.
15. DISPUTE RESOLUTION. In the event of a dispute arising between the parties regarding performance or interpretation of this Agreement, the dispute shall be resolved by binding arbitration under the auspices of the Judicial Arbitration and Mediation Service ("JAMS"), or similar organization or entity conducting alternate dispute resolution services.
16. ATTORNEY'S FEES, COSTS AND NECESSARY DISBURSEMENT. If any action at law or in equity or if any proceeding in the form of an Alternative Dispute Resolution (ADR) is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which it may be entitled.
17. INDEMNIFICATION. To the fullest extent permitted by law, Contractor shall indemnify, defend (at Contractor's sole cost and expense and with legal counsel approved by the District, which approval shall not be unreasonably withheld), protect and hold harmless the District and all of District's officers, directors, employees, Consultants, and agents (collectively the "Indemnified Parties"), from and against any and all claims, damages, liabilities, causes of action, suits, arbitration awards, losses, judgments, fines, penalties, costs and expenses including without limitation, reasonable attorneys' fees, disbursements and court costs, and all other professional, expert or Consultants fees and costs and the District's general and administrative expenses (individually, a "Claim", or collectively, "Claims") which may arise from or are in any manner related, directly or indirectly, to any work performed, or any operations, activities, or services provided by Contractor in carrying out its obligations under this Agreement to the extent of the negligent, recklessness and/or willful misconduct of Contractor, its principals, officers, agents, employees, Contractor's suppliers, Consultants, subconsultants, and/or anyone employed directly or indirectly by any of them. Notwithstanding the foregoing, nothing herein shall be construed to require Contractor to indemnify the Indemnified Parties from any Claim arising from:

- A. The sole or active negligence or willful misconduct of the Indemnified Parties; or
- B. A natural disaster or other act of God, such as an earthquake; or

The terms of this Agreement are contractual and the result of negotiation between the parties hereto. Accordingly, any rule of construction of contracts (including, without limitation, California Civil Code Section 1654) that ambiguities are to be construed against the drafting party, shall not be employed in the interpretation of this Agreement.

- 18. **FORCE MAJEURE.** Neither party shall have any claim or right against the other for any failure of performance where such failure of performance is caused by or is the result of causes beyond the reasonable control of the other party due to any occurrence commonly known as a "force majeure," including, but not limited to: acts of God; fire, flood, or other natural catastrophe; acts of any governmental body; labor dispute or shortage; national emergency; insurrection; riot; or war.
- 19. **INDEPENDENT CONTRACTOR.**
 - A. **Status.** The Parties hereby acknowledge that in rendering the Services provided hereunder, Contractor shall be deemed to be an Independent Contractor and shall not be deemed in any way an agent, partner or joint venturer of the District. Contractor acknowledges and agrees that, as an Independent Contractor, it is solely responsible for the payment of any and all taxes and/or assessments imposed on account of payment to Contractor or the performance of services by Contractor pursuant to this Agreement.
 - B. **Agency Restrictions.** Contractor understands and agrees that Contractor shall not represent itself to third parties to be the agent, employee, partner or joint venturer of the District. Furthermore, Contractor shall not make any statements on behalf of or otherwise purporting to bind the District in any contract or otherwise related agreement. Contractor further agrees and acknowledges that Contractor does not have the authority to and shall not sign any contract on behalf of the District or any of its subsidiaries or affiliates. Contractor shall not obligate the District or any of its subsidiaries or affiliates to do any other act that would bind the District or any of its subsidiaries or affiliates in any manner.
- 20. **MISCELLANEOUS.**
 - A. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties and supersedes any prior understandings, agreements, or representations by or between the Parties, written or oral, to the extent they have related in any way to the subject matter hereof.
 - B. **No Third-Party Beneficiaries.** This Agreement shall not confer any rights or remedies upon any person or entity other than the Parties and their respective successors and permitted assigns.
 - C. **Succession.** This Agreement shall be binding upon and inure to the benefit of the Parties named herein and their respective successors and permitted assigns.
 - D. **Headings.** The section headings contained in this Agreement are inserted for

convenience only and shall not affect in any way the meaning or interpretation of this Agreement

- E. **Governing Law; Venue.** This Agreement shall be governed by and construed in accordance with the domestic laws of the State of California without giving effect to any choice or conflict of law provision or rule (whether of the State of California or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than the State of California. Venue for any suit, action or proceeding shall exist exclusively in the courts having jurisdiction over the County of San Bernardino.
- F. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.
- G. **Waivers.** No waiver by any Party of any default, misrepresentation, or breach of warranty or covenant hereunder, whether intentional or not, shall be deemed to extend to any prior or subsequent default, misrepresentation, or breach of warranty or covenant hereunder or affect in any way any rights arising by virtue of any prior or subsequent occurrence.
- H. **Amendment.** Except as expressly provided otherwise herein, this Agreement may not be amended without the express written consent of both Parties.
- I. **Severability.** Any term or provision of this Agreement that is invalid or unenforceable in any situation in any jurisdiction shall not affect the validity or enforceability of the remaining terms and provisions hereof or the validity or enforceability of the offending term or provision in any other situation or in any other jurisdiction.
- J. **Release of Information and Advertising.** Contractor shall not, without the prior written consent of District, make any news release or other public disclosure regarding this Project.
- K. **Construction.** The Parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring any Party by virtue of the authorship of any of the provisions of this Agreement. Any reference to any federal, state, local, or foreign statute or law shall be deemed also to refer to all rules and regulations promulgated thereunder, unless the context requires otherwise. The word "including" shall mean including without limitation.
- L. **Attorneys' Fees.** If any legal action is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, reasonable expert witness fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers as of the last signature date set forth below.

YUCAIPA VALLEY WATER DISTRICT

CONTRACTOR

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Date: October 16, 2018

Prepared By: Joseph Zoba, General Manger

Subject: Discussion Regarding the Draft 2018 Imported Water Rate Analysis for the San Gorgonio Pass Water Agency

Recommendation: Pending

On January 16, 2018, the San Gorgonio Pass Water Agency authorized David Taussig and Associates to proceed with the development of a water rate study for an amount of \$40,000.

On March 1, 2018, the San Gorgonio Pass Water Agency conducted their initial Water Rate Workshop to provide information about the process and receive input from the public about issues related to adjustments in the imported water rate.

On September 13, 2018, the San Gorgonio Pass Water Agency presented the preliminary results of a water rate model developed by David Taussig & Associates. The assumptions that are included in the model are provided on the following presentation slide from the meeting.

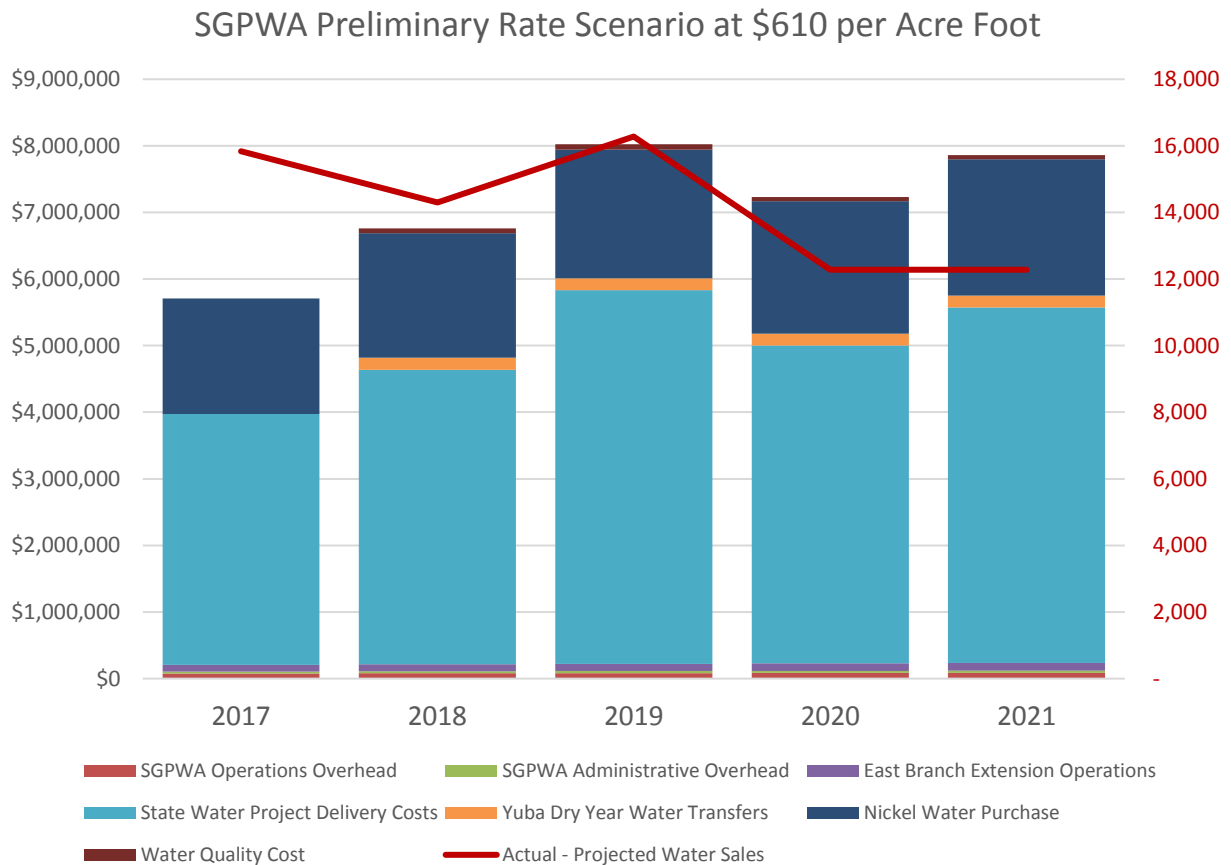
Water Rate Model Assumptions

- Model runs for three years – 2019-2021
- Goal is to be revenue neutral over three years (no excess or shortage of cash)
- Rate recovers some costs encountered in 2018 but not included in current rate (Nickel water cost)
- Added water quality component based on summer 2018 events and costs
- Rate stabilization fund intended to keep rates stable even when revenues decrease (such as in a dry year)
- Ran several scenarios (allocation of Nickel water costs, rate escalation)
- Water rate and capacity fee will intersect. If capacity fee is higher, rate will be lower, and vice versa.

On September 13, 2018, the Agency staff and Consultant provided the following preliminary scenarios that show how water rates are likely to change from the existing imported water rate of \$309/acre foot. The units for the table below are \$ per acre foot.

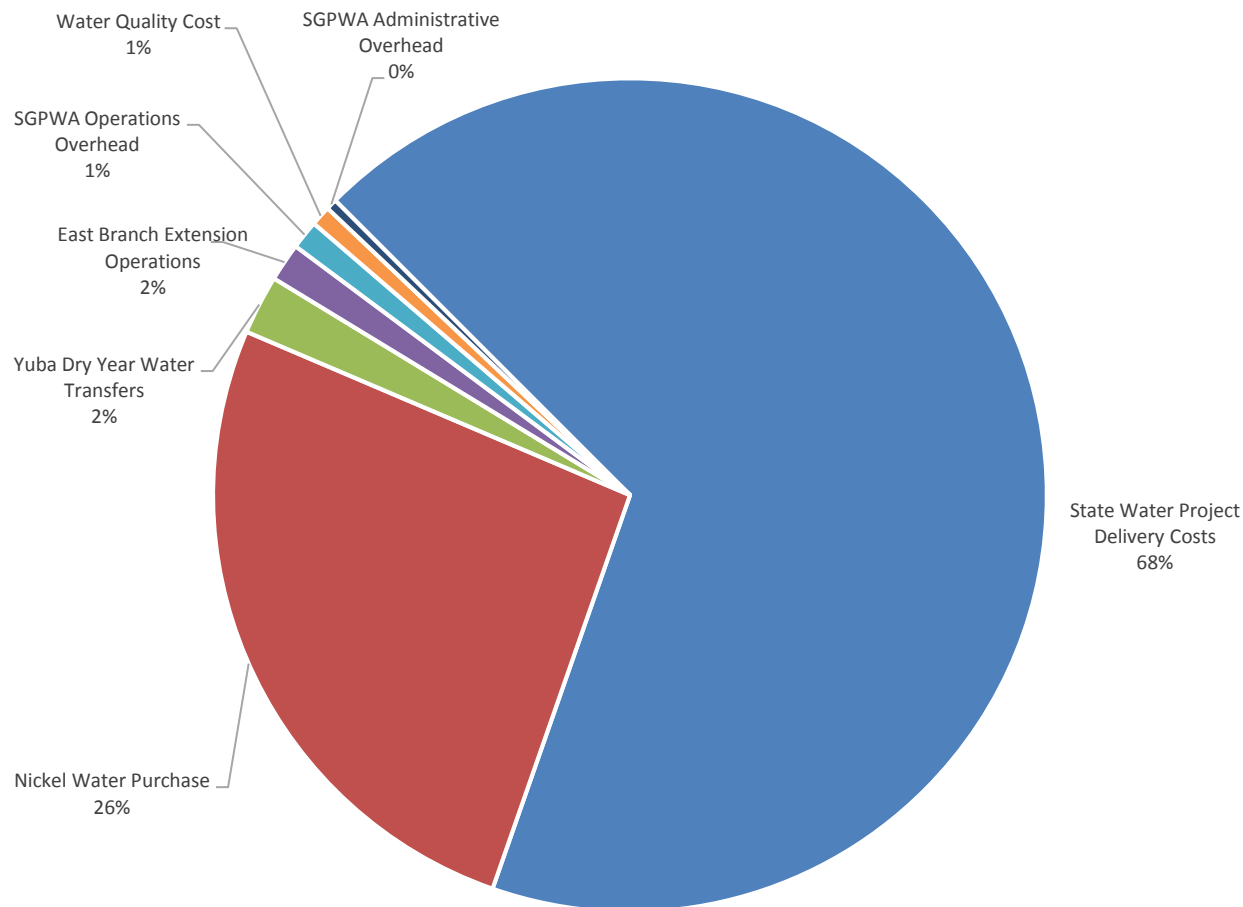
Model Run	2019	2020	2021
Constant rate, 100% of Nickel water on capacity fee	464	464	464
Constant rate, 50% of Nickel water on capacity fee	537	537	537
Constant rate, 0% of Nickel water on capacity fee	610	610	610
Gradually increasing rate, 100% of Nickel water on capacity fee	417	467	523
Gradually increasing rate, 50% of Nickel water on capacity fee	483	541	606
Gradually increasing rate, 0% of Nickel water on capacity fee	549	615	689

Details of the rate analysis for the “Constant Rate, 0% of Nickel Water on Capacity Fee” scenario are attached for your review and illustrated below.



Based on the data from this preliminary scenario, the most significant components in this proposed rate model in Calendar Year 2021 will be the State Water Project Delivery Costs (68%) and the Nickel Water Purchase (26%) making up 94% of the total imported water rate under this preliminary scenario.

SGPWA Preliminary Rate Scenario at \$610/acre foot in 2021



From the District’s staff perspective, the main points from the workshop on September 13, 2018 include:

- The San Geronio Pass Water Agency is interested in working with retail water customers and receiving input about the proposed rate at future meetings.
- There is a consensus that there will be uncertainty about the quantity of imported water available each year from the State Water Project. The amount of imported water available is beyond the control of the San Geronio Pass Water Agency since it is determined by the Department of Water Resources.
- The proposed imported water rate is likely to include the following components:
 - San Geronio Pass Water Agency Operational Overhead - 50% of annual operations cost of one employee
 - San Geronio Pass Water Agency Administrative Overhead - 5% of the annual administrative budget.

- East Branch Extension Operational Costs - 50% of the annual overall expenses will be included in the imported water rate.
- Department of Water Resources Energy and Transmission Costs - This is the largest component to the imported water rate and will likely include a projection of anticipated energy increases based on prior year data.
- Yuba Dry Year Transfers - This cost component provides additional water supplies to the region.
- Nickel Water Supplies - This cost component is the second most significant component and will be a factor in future rates for the remaining term of the contract (about 19 years).
- Water Quality Cost - The cost for reducing algae in the State Water Project will likely be an ongoing expense.

To actively contribute to the rate setting process, the District staff recommends that the Board of Directors consider making the following request to facilitate the imported water rate process:

- The Yucaipa Valley Water District should request from the San Gorgonio Pass Water Agency, monthly invoices from the Department of Water Resources from January 2010 to current to evaluate the past trend of 12% annual increases in expenses from the Department of Water Resources.
- The spreadsheet model prepared by David Taussig & Associates should be expanded to include actual data from 2012, 2013, 2014, 2015, and 2016.
- The spreadsheet model prepared by David Taussig & Associates should be expanded to include projected revenue and expenses for 2022, 2023, 2024, and 2025.
- The final rate spreadsheet should be made available to the retail water agencies in its native format so future expenses related to water supplies can be quickly analyzed to determine the impact on rates before agreements are executed.
- The San Gorgonio Pass Water Agency should consider conducting an annual review of the imported water rate spreadsheet at a public workshop to determine the future trends of likely imported water rate changes.
- The San Gorgonio Pass Water Agency should provide written memorandums and distribute data, tables, and concepts in advance of workshops and meetings to maximize the involvement by the board members and public.
- The San Gorgonio Pass Water Agency should use this opportunity to develop a wheeling rate to provide retail water agencies with the ability to secure additional sources of supplemental water.
- The San Gorgonio Pass Water Agency should consider subsidizing or smoothing the initial increase related to the Nickel Water Purchase.

Financial Impact to Existing District Customers

At this time, the current rate charged by the San Geronio Pass Water Agency results in a charge to our customers in Calimesa at a rate of \$0.66 per 1,000 gallons. With a typical home using 22,000 gallons per month, the current rate results in a monthly charge of \$14.52. This is a direct pass-through rate from the San Geronio Pass Water Agency. The table below shows the anticipated changes in the rates to customers in the San Geronio Pass Water Agency service area (Calimesa).

Model Run	2019	2020	2021
Constant rate, 100% of Nickel water on capacity fee	464	464	464
Constant rate, 50% of Nickel water on capacity fee	537	537	537
Constant rate, 0% of Nickel water on capacity fee	610	610	610
Gradually increasing rate, 100% of Nickel water on capacity fee	417	467	523
Gradually increasing rate, 50% of Nickel water on capacity fee	483	541	606
Gradually increasing rate, 0% of Nickel water on capacity fee	549	615	689
Existing SGPWA Pass Through Rate = \$0.664/kgal	\$/kgal	\$/kgal	\$/kgal
Constant Rate, 100% of Nickel Water on Capacity Fee	\$0.997	\$0.997	\$0.997
Constant Rate, 50% of Nickel Water on Capacity Fee	\$1.154	\$1.154	\$1.154
Constant Rate, 0% of Nickel Water on Capacity Fee	\$1.310	\$1.310	\$1.310
Increasing Rate @ 12%, 100% of Nickel Water on Capacity Fee	\$0.896	\$1.004	\$1.124
Increasing Rate @ 12%, 50% of Nickel Water on Capacity Fee	\$1.038	\$1.163	\$1.302
Increasing Rate @ 12%, 0% of Nickel Water on Capacity Fee	\$1.180	\$1.322	\$1.481

Financial Impact to New Development

Depending on the final imported water rate adopted by the San Geronio Pass Water Agency, new development will also be impacted by the significance of the proposed rate adjustment. The table below shows the charges to new development based on the existing imported water rate of \$309/acre foot as compared to Scenario 3 which is described as the worst-case scenario.

Annual Purchase Direct Delivery	Annual Purchase Conjunctive Use	Facility Capacity Charge Water Rights	Facility Capacity Charge Water Pre-Purchase / Sustainability
\$309 / Acre Foot	Pending	\$4,683 / EDU	7 Acre Feet \$2,163 / EDU
\$610 / Acre Foot	Pending	\$4,683 / EDU	7 Acre Feet \$4,270 / EDU

This table illustrates the cost for new development will be increased to \$8,953 for a dual-sourced home, as compared to the existing cost of \$6,846.

Excerpt from the San Geronio Pass Water Agency Meeting Minutes - January 16, 2018

A. Consideration and Possible Action to Award Consulting Contract for Water Rate Study to David Taussig & Associates (DTA): A staff report and a copy of the Scope of Work from DTA were included in the agenda packet. General Manager Davis stated that the topic of increasing the water rate was discussed with the Board at a number of different Board meetings; December 11th Engineering workshop was the last time this subject was discussed. At the Engineering workshop the Board directed staff to obtain a proposal for consideration of a nexus study for the purpose of developing a new water rate. The Board recognized that a number of new water deals that the Agency has entered into require additional revenues and expressed a desire to explore the possibility of including those costs in a new water rate. DTA has previously developed rate studies for the Agency. The proposal provided in the agenda packet includes attendance at up to five meetings. One or more of the meetings would be for DTA to present the preliminary and final report to stakeholders at workshops or public meetings. The time involved could be up to six months. The contract amount for the nexus study is \$40k; however it is possible that the Board

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San Geronio Pass Water Agency
Board Meeting Minutes
January 16, 2018
Page 3

may make requests that are not included in the Scope of Work, which would incur additional costs. After discussion, Director Thompson made a motion, seconded by Director Duncan, authorizing staff to contract with DTA to perform a water rate nexus study and to begin work on adoption of a new water rate.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

RE: Contracting With Consultant to Review Water Rate

DATE: January 16, 2018

Summary:

In 2017, the Board discussed water rates at Board meetings and workshops many times. The Board gave direction to Staff to revisit the Agency's water rate in 2018. The purpose of this proposed Board action is to decide if the Board wishes to hire a consultant to perform a nexus study that would lead to a new water rate.

Background:

In February 2009, the Board adopted a new water rate. The rate adopted by the Board went into effect that month, and the nexus study identified that that rate should be increased somewhat in July of that year. The rate set that month for July 2009 is still in effect today.

Detailed Report:

The Board discussions on the water rate in 2017 focused on what costs the Agency was attempting to recover in its 2009 water rate and what costs the Agency should try to recover in a new water rate. Having consummated a deal to procure additional water supplies in 2017, and having several more deals on the table that could be consummated in 2018, the Board will need to consider how to recover these costs, with the water rate being one distinct possibility.

Staff has received a proposal from David Taussig & Associates to perform the proposed work (enclosed in the agenda package). This is the same firm that developed the previous water rate and has worked with Agency staff over the past few years on a capacity fee as well. It wrote both the nexus study for the current water rate and the nexus study for the capacity fee, and has worked with staff on

revising the amount of the capacity fee. The firm performs rate and financial studies for public agencies across Southern California.

Staff will review the proposal with the Board at the Board meeting. The proposal includes the cost of up to five public meetings. Staff will recommend that, early in the process, a workshop be held to invite input from the public and retail water agencies on what elements the water rate should include. The entire process of developing and adopting a rate structure must be completely transparent to the public.

Staff anticipates that the process will last at least six months. The proposal indicates that the cost is good for up to six months and that delays beyond that time could result in increased costs.

Fiscal Impact:

The Agency's General Fund budget for this year includes \$40,000 for a water rate study and an additional \$20,000 for water rate modeling. The modeling may or may not be required as part of this scope of work, depending on what the Board asks the consultant to do. In any case, funds are budgeted this year for this work, so the impact has already been factored in to the Agency's finances.

Recommendation:

Staff recommends that the Board authorize staff to contract with David Taussig and Associates to perform a water rate nexus study and to begin work on adoption of a new water rate.



SCOPE OF WORK

Water Rate Study

The scope of work set forth below describes the various tasks and deliverables to be provided by DTA that will produce a reasonable and defensible water rate study. A key component of the rate calculation will be the funding of water conveyance facilities, groundwater recharge facilities and the purchase of additional water rights. The rate justification study will conform to the guidelines of AWWA Manual M1, Principles of Water Rates, Fees and Charges.

TASK NO. 1 – FACILITIES AND COSTS

This task will determine the component of revenue needs related to capital facilities. Water conveyance, groundwater recharge and the purchase of additional water rights are the major capital facility items that will be considered

Subtask 1.1 – Facilities Costs

SGPWA and/or SGPWA consultants shall provide facility descriptions and costs for pipeline conveyance facilities, groundwater recharge systems, and other facilities needed to serve existing development.

Subtask 1.2 – Cost of Additional Water Rights

DTA will work with SGPWA to determine the “best guess” market price for the purchase of additional water rights on the secondary market.

TASK NO. 2 – IDENTIFY ALL OTHER REVENUE REQUIREMENTS

Subtask 2.1 – Existing Revenue Requirements

DTA will review and analyze historic financial and usage pattern information provided by the SGPWA including:

- Operating and maintenance expenses
- Debt service costs
- Capital expenditures funded directly from current revenues
- Reserve balances
- Other capital requirements
- Rate Stabilization Reserves

Subtask 2.2 – Future Revenue Requirements

DTA will work with SGPWA staff to provide a projection of revenue requirements over a five year period resulting from the items listed in Task 2.1 above.

TASK NO. 3 – COST ALLOCATION AND RATE DESIGN

As a wholesale water Agency, allocation methods and rate design is straight forward. The customer class is basically member retail agencies.



Subtask 3.1 – Review Current Rate Structure

DTA shall review and summarize SGPWA current water rate structure and cost allocation methodology. Applicability to current and near future conditions will be evaluated. If appropriate, modifications or changes will be recommended

Subtask 3.2 – Review Water Demand Data

DTA will review historical water demand data, sales data and any other data upon which past costs were allocated. DTA will then work with SGPWA to provide a five year projection of water demand, based on historical data, demographic patterns and local entitlements.

Subtask 3.3 – Areas of Benefit

DTA will review the appropriateness of service sub-areas where costs v. benefits are not uniform across the district boundaries. Sub-areas may be determined by pressure zones, extend of distribution and storage requirements, reliability, demand diversity, etc.

Subtask 3.4 – Allocate costs and Calculate Rate

DTA will calculate new rates based on the total cost of service determined from the above tasks distributed across projected demand variables. Commodity based and capacity based components can be used if consistent with the recommended rate structure.

TASK NO. 4 - PREPARE DRAFT AND FINAL ADMINISTRATIVE REPORTS

This task entails preparation of the draft and final Rate Study for consideration by SGPWA Board and member agencies.

Subtask 4.1 – Prepare Draft Rate Study for Comments

Based on the work completed in Task Nos. 1 through 3, DTA will prepare the Draft Rate Study. The report will include such items as i) cost of service summaries; ii) rate calculations; iii) projected cash flow tables; iv) proposed rate schedules; v) reserve analysis; vi) any other supporting documentation

Subtask 4.2 – Prepare Final Rate Study

After incorporating comments from SGPWA staff, DTA will submit the Final Rate Study for consideration by the SGPWA Board and its member agencies.

TASK NO. 5 - MEETINGS

DTA will attend up to five meetings as requested by Client. One or more of the meetings would be for DTA to present the preliminary and final report to stakeholders at workshops or public agency meetings as directed by SGPWA Staff.



FEE SCHEDULE

DTA's proposed budget for the tasks listed in the Scope of Work described above is time and materials up to \$40,000. These tasks shall be billed according to actual hours worked at the rates shown below

HOURLY RATES	
MANAGING DIRECTOR	\$250/HOUR
VICE PRESIDENT	\$225/HOUR
MANAGER	\$200/HOUR
SR. ASSOCIATE	\$180/HOUR
ASSOCIATE	\$165/HOUR
SENIOR ANALYST	\$145/HOUR
ANALYST	\$125/HOUR
RESEARCH ASSISTANT	\$105/HOUR

Monthly progress payments will be made by Client upon presentation of invoice by Consultant providing details of services rendered and expenses incurred. At Client's request services in addition to those identified in the Scope of Work may be provided if the total fee required to complete Tasks 1 through 5 is less than the amount shown above. Alternatively, if the Scope of Work can be completed for less than the maximum amount, only the hours actually expended will be billed.

In addition to fees for services, Client shall reimburse Consultant for travel, copying, courier, facsimile, telephone expenses, data services, maps, clerical charges, administrative charges, and other out-of-pocket expenses, in an amount not to exceed \$1,000 for each fiscal year. Monthly progress payments shall be made by Client upon presentation of invoices by Consultant providing details of services rendered and expenses incurred.

Limitations

The preceding hourly rates apply for a 12 month period from execution of the Agreement and are subject to a cost-of-living and/or other appropriate increase every 12 months thereafter.

The maximum fee listed above assumes that the time between initiation of work and completion of all tasks in the Scope of Work is no longer than six (6) months. Any delays in the schedule beyond this timeframe may result in increased fees. In addition, an excessive number of meetings (more than five) may also require additional fees if the total fee has been exceeded. Lastly, unanticipated work related to data gathering may result in increased fees. Such additional fees shall be added to the "Total Fee" amounts listed above

Scenario 1 - Constant Water Rate with 100% of Nickel on Capacity Fee

Friday, September 21, 2018

2019 trial rate in \$ per Acre-Ft
rate escalator for years 2020 and 2021

464.00
0.00%

2018 Rate Analysis For San Geronio Pass Water Agency

Study Year I.D. Calendar Year	2019 Projected				2020				2021						
	2017 Actuals	2018	2019	2020	2021	2017 Actuals	2018	2019	2020	2021	2017 Actuals	2018	2019	2020	2021
REVENUE															
Water Sales (acre-ft)	15,837	14,300	16,280	12,280	12,280										12,280
Water Rate (\$ per Acre-ft)	\$ 317.00	\$ 317.00	\$ 464.00	\$ 464.00	\$ 464.00										\$ 464.00
Revenue From Water Sales	\$ 5,020,329	\$ 4,533,100	\$ 7,553,920	\$ 5,697,920	\$ 5,697,920										\$ 5,697,920
Previous year carry over															\$ 636,801
Contribution from General Fund Revenue															\$ 636,801
Total Expected Revenue	\$ 5,020,329	\$ 4,533,100	\$ 7,553,920	\$ 6,389,557	\$ 6,389,557										\$ 6,334,721
REVENUE REQUIREMENTS															
I. SGPWA OVERHEAD															
SGPWA Operations Overhead															
Salaries	\$ 106,382	\$ 109,573	\$ 112,861	\$ 116,246	\$ 116,246										\$ 119,734
Payroll Taxes	\$ 8,536	\$ 8,792	\$ 9,056	\$ 9,328	\$ 9,328										\$ 9,607
Workman's Comp Insurance	\$ 367	\$ 378	\$ 389	\$ 401	\$ 401										\$ 413
PERS	\$ 13,695	\$ 14,106	\$ 14,529	\$ 14,965	\$ 14,965										\$ 15,414
Health Insurance	\$ 24,365	\$ 25,096	\$ 25,849	\$ 26,624	\$ 26,624										\$ 27,423
Dental Insurance	\$ 1,769	\$ 1,822	\$ 1,877	\$ 1,933	\$ 1,933										\$ 1,991
Long Term Disability Insurance	\$ 581	\$ 598	\$ 616	\$ 635	\$ 635										\$ 654
total	\$ 155,695	\$ 160,366	\$ 165,177	\$ 170,132	\$ 170,132										\$ 175,236
Operations Cost Allocated Rate Requirements at 50%	\$ 77,848	\$ 80,183	\$ 82,588	\$ 85,066	\$ 85,066										\$ 87,618
SGPWA Administrative Overhead															
Salaries	\$ 387,663	\$ 399,293	\$ 411,272	\$ 423,610	\$ 423,610										\$ 436,318
Payroll Taxes	\$ 26,153	\$ 26,938	\$ 27,746	\$ 28,578	\$ 28,578										\$ 29,435
Workman's Comp Insurance	\$ 2,191	\$ 2,257	\$ 2,324	\$ 2,394	\$ 2,394										\$ 2,466
PERS	\$ 113,505	\$ 116,910	\$ 120,417	\$ 124,030	\$ 124,030										\$ 127,751
Health Insurance	\$ 49,433	\$ 50,916	\$ 52,443	\$ 54,017	\$ 54,017										\$ 55,637
Dental Insurance	\$ 3,537	\$ 3,643	\$ 3,752	\$ 3,865	\$ 3,865										\$ 3,981
Long Term Disability Insurance	\$ 4,604	\$ 4,742	\$ 4,884	\$ 5,031	\$ 5,031										\$ 5,182
Total Administrative Overhead	\$ 587,086	\$ 604,699	\$ 622,840	\$ 641,525	\$ 641,525										\$ 660,770
Total Administrative Overhead Allocated to Rate Requirements at 5%	\$ 29,354	\$ 30,235	\$ 31,142	\$ 32,076	\$ 32,076										\$ 33,039
II. WATER DELIVERY COSTS:															
EBX Operations															
Amount Allocated to Rate Requirements at 50%															
CALIFORNIA DEPT. OF WATER RESOURCES															
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380	\$ 12,380										\$ 12,380
Unit Cost for Energy and Transmission (\$ per Acre-ft)	\$ 231	\$ 300	\$ 336	\$ 376	\$ 376										\$ 421
Cost for Energy and Transmission	\$ 3,666,916	\$ 4,320,000	\$ 5,503,680	\$ 4,658,842	\$ 4,658,842										\$ 5,217,903
Subtotal Water Delivery Cost (\$)	\$ 3,766,523	\$ 4,423,591	\$ 5,611,415	\$ 4,770,886	\$ 4,770,886										\$ 5,334,429
III. WATER PURCHASE COSTS															
CALIFORNIA DEPT. OF WATER RESOURCES - Table A															
Water Amount Delivered (Acre-ft)	15,843	14,400	16,380	12,380	12,380										12,380
Cost per Acre-Ft	\$ -	\$ -	\$ -	\$ -	\$ -										\$ -
YUBA DRY YEAR TRANSFERS															
Water transfers (acre-ft) ²	0	300	300	300	300										300
Cost (\$ per acre-ft)	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600										\$ 600
NICKEL WATER															
Water Amount Purchased (Acre-ft)	1,700	1,700	0	0	0										0
Cost (\$ per acre-ft)	\$ 1,021	\$ 1,103	\$ 1,136	\$ 1,170	\$ 1,170										\$ 1,205
Total (\$) ³	\$ 1,735,700	\$ 1,869,985	\$ -	\$ -	\$ -										\$ -
Subtotal Water Purchase Cost (\$)	\$ 1,735,700	\$ 2,049,985	\$ 180,000	\$ 180,000	\$ 180,000										\$ 180,000
IV. Water Quality Cost at \$5 per acre-ft sold,															
Cost (\$ per acre-ft)	n/a	\$ 71,500	\$ 81,400	\$ 61,400	\$ 61,400										\$ 61,400
TOTAL REVENUE REQUIREMENTS (\$)¹	\$ 5,609,425	\$ 6,655,494	\$ 5,986,545	\$ 5,129,428	\$ 5,129,428										\$ 5,696,485
NET OPERATING REVENUE	\$ (589,096)	\$ (2,122,394)	\$ 1,567,375	\$ 1,260,129	\$ 638,255										
Transfers from General Fund (no repayment)	\$ 1,869,985	\$ 1,869,985	\$ -	\$ -	\$ -										\$ -
Transfers from Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)										\$ (623,328)
Repayment to Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ -	\$ -	\$ -										\$ -
Transfers from Rate Stabilization Reserves	\$ -	\$ 252,409	\$ (252,409)	\$ -	\$ -										\$ -
Repayment to Rate Stabilization Reserves	\$ -	\$ -	\$ (252,409)	\$ -	\$ -										\$ -
OPERATING FUND ENDING BALANCE, ANY SURPLUS CARRIED FORWARD	\$ -	\$ -	\$ 691,637	\$ 636,801	\$ 14,907										\$ -
RESERVES AND OTHER FUNDS - STATUS															
A. Rate Stabilization Reserve Balances															
Beginning Balance	\$ 265,000	\$ 265,000	\$ 12,591	\$ 265,000	\$ 265,000										\$ 265,000
Repayment from Net Operating Revenue	\$ -	\$ -	\$ 252,409	\$ -	\$ -										\$ -
Transfers to Net Operating Revenue	\$ (252,409)	\$ (252,409)	\$ -	\$ -	\$ -										\$ -
Ending Balance	\$ 265,000	\$ 12,591	\$ 265,000	\$ 265,000	\$ 265,000										\$ 265,000
B. Nickel Water Loan Fund															
Beginning Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328										\$ 623,328
Repayments	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)										\$ (623,328)
Ending Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328	\$ -										\$ -

1. For year 2018 only, the total revenue requirement summation includes \$1,869,985 purchase of Nickel water. This purchase amount was covered by transfer from reserves for 2018 (Nickel Water Reserve Fund). This amount will be repaid in equal amounts from rate revenue in 2019 through 2021

2. For years 2018 through 2021 Assume Agency's annual purchase amount is 300 ac-ft, however, due to losses in wheeling the actual amount sold is 200 ac-ft, reflected in the water sales line under "REVENUE"

3. The total for year 2018 is the actual invoiced amount, which due to round off accuracy is slightly different than the product of the rate and the amount purchased

Scenario 2 - Constant Water Rate with 50% of Nickel on Capacity Fee
Friday, September 21, 2018

2019 trial rate in \$ per Acre-Ft
rate escalator for years 2020 and 2021

537.00
0.00%

2018 Rate Analysis For San Geronio Pass Water Agency

Study Year I.D. Calendar Year	2019 Projected				2020				2021						
	2017 Actuals	2018	2019	2020	2021	2017 Actuals	2018	2019	2020	2021	2017 Actuals	2018	2019	2020	2021
REVENUE															
Water Sales (acre-ft)	15,837	14,300	16,280	12,280	12,280										12,280
Water Rate (\$ per Acre-ft)	\$ 317.00	\$ 317.00	\$ 537.00	\$ 537.00	\$ 537.00										\$ 537.00
Revenue From Water Sales	\$ 5,020,329	\$ 4,533,100	\$ 8,742,360	\$ 6,594,360	\$ 6,594,360										\$ 6,594,360
Previous year carry over	\$ -	\$ -	\$ -	\$ -	\$ -										\$ 761,126
Contribution from General Fund Revenue	\$ -	\$ -	\$ -	\$ -	\$ -										\$ -
Total Expected Revenue	\$ 5,020,329	\$ 4,533,100	\$ 8,742,360	\$ 7,508,647	\$ 7,508,647										\$ 7,355,486
REVENUE REQUIREMENTS															
I. SGPWA OVERHEAD															
SGPWA Operations Overhead															
Salaries	\$ 106,382	\$ 109,573	\$ 112,861	\$ 116,246	\$ 119,734										
Payroll Taxes	\$ 8,536	\$ 8,792	\$ 9,056	\$ 9,328	\$ 9,607										
Workman's Comp Insurance	\$ 367	\$ 378	\$ 389	\$ 401	\$ 413										
PERS	\$ 13,695	\$ 14,106	\$ 14,529	\$ 14,965	\$ 15,414										
Health Insurance	\$ 24,365	\$ 25,096	\$ 25,849	\$ 26,624	\$ 27,423										
Dental Insurance	\$ 1,769	\$ 1,822	\$ 1,877	\$ 1,933	\$ 1,991										
Long Term Disability Insurance	\$ 581	\$ 598	\$ 616	\$ 635	\$ 654										
Operations Cost Allocated Rate Requirements at 50% total	\$ 155,695	\$ 160,366	\$ 165,177	\$ 170,132	\$ 175,236										
Total	\$ 77,848	\$ 80,183	\$ 82,588	\$ 85,066	\$ 87,618										
SGPWA Administrative Overhead															
Salaries	\$ 387,663	\$ 399,293	\$ 411,272	\$ 423,610	\$ 436,318										
Payroll Taxes	\$ 26,153	\$ 26,938	\$ 27,746	\$ 28,578	\$ 29,435										
Workman's Comp Insurance	\$ 2,191	\$ 2,257	\$ 2,324	\$ 2,394	\$ 2,466										
PERS	\$ 113,505	\$ 116,910	\$ 120,417	\$ 124,030	\$ 127,751										
Health Insurance	\$ 49,433	\$ 50,916	\$ 52,443	\$ 54,017	\$ 55,637										
Dental Insurance	\$ 3,537	\$ 3,643	\$ 3,752	\$ 3,865	\$ 3,981										
Long Term Disability Insurance	\$ 4,604	\$ 4,742	\$ 4,884	\$ 5,031	\$ 5,182										
Total Administrative Overhead	\$ 587,086	\$ 604,699	\$ 622,840	\$ 641,525	\$ 660,770										
Total Administrative Overhead Allocated to Rate Requirements at 5%	\$ 29,354	\$ 30,235	\$ 31,142	\$ 32,076	\$ 33,039										
II. WATER DELIVERY COSTS:															
EBX Operations															
Amount Allocated to Rate Requirements at 50%															
CALIFORNIA DEPT. OF WATER RESOURCES															
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380	\$ 12,380										
Unit Cost for Energy and Transmission (\$ per Acre-ft)	\$ 231	\$ 300	\$ 936	\$ 376	\$ 421										
Cost for Energy and Transmission	\$ 3,666,916	\$ 4,320,000	\$ 5,503,680	\$ 4,658,842	\$ 5,217,903										
Subtotal Water Delivery Cost (\$)	\$ 3,766,523	\$ 4,423,591	\$ 5,611,415	\$ 4,770,886	\$ 5,334,429										
III. WATER PURCHASE COSTS															
CALIFORNIA DEPT. OF WATER RESOURCES - Table A															
Water Amount Delivered (Acre-ft)	15,843	14,400	16,380	12,380	12,380										
Cost per Acre-Ft	\$ -	\$ -	\$ -	\$ -	\$ -										
YUBA DRY YEAR TRANSFERS															
Water transfers (acre-ft) ²	0	300	300	300	300										
Cost (\$ per acre-ft)	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600										
NICKEL WATER															
Water Amount Purchased (Acre-ft)	1,700	1,700	850	850	850										
Cost (\$ per acre-ft)	\$ 1,021	\$ 1,103	\$ 1,136	\$ 1,170	\$ 1,205										
Total (\$)³	\$ 1,735,700	\$ 1,869,985	\$ 965,790	\$ 994,764	\$ 1,024,607										
Subtotal Water Purchase Cost (\$)	\$ 1,735,700	\$ 2,049,985	\$ 1,145,790	\$ 1,174,764	\$ 1,204,607										
IV. Water Quality Cost at \$5 per acre-ft sold,	n/a	\$ 71,500	\$ 81,400	\$ 61,400	\$ 61,400										
TOTAL REVENUE REQUIREMENTS (\$)¹	\$ 5,609,425	\$ 6,655,494	\$ 6,952,336	\$ 6,124,192	\$ 6,721,092										
NET OPERATING REVENUE	\$ (589,096)	\$ (2,122,394)	\$ 1,790,024	\$ 1,384,455	\$ 634,394										
Transfers from General Fund (no repayment)	\$ 589,096	\$ 1,869,985	\$ -	\$ -	\$ -										
Transfers from Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)										
Repayment from Nickel Water Reserve Fund ¹	\$ -	\$ 252,409	\$ -	\$ -	\$ -										
Transfers from Rate Stabilization Reserves	\$ -	\$ -	\$ (252,409)	\$ -	\$ -										
Repayment to Rate Stabilization Reserves	\$ -	\$ -	\$ -	\$ -	\$ -										
OPERATING FUND ENDING BALANCE. ANY SURPLUS CARRIED FORWARD	\$ -	\$ 0	\$ 914,287	\$ 761,126	\$ 11,066										
RESERVES AND OTHER FUNDS - STATUS															
A. Rate Stabilization Reserve Balances															
Beginning Balance	\$ -	\$ 265,000	\$ 12,591	\$ 265,000	\$ 265,000										
Repayment from Net Operating Revenue	\$ -	\$ -	\$ 252,409	\$ -	\$ -										
Transfers to Net Operating Revenue	\$ (252,409)	\$ -	\$ -	\$ -	\$ -										
Ending Balance	\$ 265,000	\$ 12,591	\$ 265,000	\$ 265,000	\$ 265,000										
B. Nickel Water Loan Fund															
Beginning Balance	\$ -	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328										
Repayments	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)										
Ending Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328	\$ -										

1. For year 2018 only, the total revenue requirement summation includes \$1,869,985 purchase of nickel water. This purchase amount was covered by transfer from reserves for 2018 (Nickel Water Reserve Fund). This amount will be repaid in equal amounts from rate revenue in 2019 through 2021.

2. For years 2018 through 2021 Assume Agency's annual purchase amount is 300 ac-ft, however, due to losses in wheeling the actual amount sold is 200 ac-ft, reflected in the water sales line under "REVENUE"

3. The total for year 2018 is the actual invoiced amount, which due to round off accuracy is slightly different than the product of the rate and the amount purchased

Scenario 3 - Constant Water Rate with 0% of Nickel on Capacity Fee
Friday, September 21, 2018

2019 trial rate in \$ per Acre-Ft
rate escalator for years 2020 and 2021

610.00
0.00%

2018 Rate Analysis For San Gorgonio Pass Water Agency

Study Year I.D. Calendar Year	2019 Projected			
	2017 Actuals	2018	2019	2020
REVENUE				
Water Sales (acre-ft)	15,837	14,300	16,280	12,280
Water Rate (\$ per Acre-ft)	\$ 317.00	\$ 317.00	\$ 610.00	\$ 610.00
Revenue From Water Sales	\$ 5,020,329	\$ 4,533,100	\$ 9,930,800	\$ 7,490,800
Previous year carry over	\$ -	\$ -	\$ -	\$ 885,452
Contribution from General Fund Revenue	\$ -	\$ -	\$ -	\$ -
Total Expected Revenue	\$ 5,020,329	\$ 4,533,100	\$ 9,930,800	\$ 8,376,252
REVENUE REQUIREMENTS				
I. SGPWA OVERHEAD				
SGPWA Operations Overhead				
Salaries	\$ 106,382	\$ 109,573	\$ 112,861	\$ 116,246
Payroll Taxes	\$ 8,536	\$ 8,792	\$ 9,056	\$ 9,607
Workman's Comp Insurance	\$ 367	\$ 378	\$ 389	\$ 401
PERS	\$ 13,695	\$ 14,106	\$ 14,529	\$ 15,414
Health Insurance	\$ 24,365	\$ 25,096	\$ 25,849	\$ 26,624
Dental Insurance	\$ 1,769	\$ 1,822	\$ 1,877	\$ 1,933
Long Term Disability Insurance	\$ 581	\$ 598	\$ 616	\$ 635
total	\$ 155,695	\$ 160,366	\$ 165,177	\$ 170,132
Operations Cost Allocated Rate Requirements at 50%	\$ 77,848	\$ 80,183	\$ 82,588	\$ 85,066
SGPWA Administrative Overhead				
Salaries	\$ 387,663	\$ 399,293	\$ 411,272	\$ 423,610
Payroll Taxes	\$ 26,153	\$ 26,938	\$ 27,746	\$ 28,578
Workman's Comp Insurance	\$ 2,191	\$ 2,257	\$ 2,324	\$ 2,394
PERS	\$ 113,505	\$ 116,910	\$ 120,417	\$ 124,030
Health Insurance	\$ 49,433	\$ 50,916	\$ 52,443	\$ 54,017
Dental Insurance	\$ 3,537	\$ 3,643	\$ 3,752	\$ 3,865
Long Term Disability Insurance	\$ 4,604	\$ 4,742	\$ 4,884	\$ 5,031
total	\$ 587,086	\$ 604,699	\$ 622,840	\$ 641,525
Operations Cost Allocated Rate Requirements at 50%	\$ 293,543	\$ 302,350	\$ 311,420	\$ 320,763
Total Administrative Overhead Allocated to Rate Requirements at 50%	\$ 1,071,441	\$ 1,102,843	\$ 1,136,618	\$ 1,161,899
II. WATER DELIVERY COSTS:				
EBX Operations				
Amount Allocated to Rate Requirements at 50%	\$ 99,607	\$ 103,591	\$ 107,735	\$ 111,044
CALIFORNIA DEPT. OF WATER RESOURCES				
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380
Unit Cost for Energy and Transmission (\$ per Acre-ft)	\$ 231	\$ 300	\$ 336	\$ 421
Cost for Energy and Transmission	\$ 3,666,916	\$ 4,320,000	\$ 5,503,680	\$ 4,658,842
Subtotal Water Delivery Cost (\$)	\$ 3,766,523	\$ 4,423,591	\$ 5,611,415	\$ 4,770,886
III. WATER PURCHASE COSTS				
CALIFORNIA DEPT. OF WATER RESOURCES - Table A				
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380
Cost per Acre-Ft	\$ -	\$ -	\$ -	\$ -
YUBA DRY YEAR TRANSFERS				
Water transfers (acre-ft) ²	0	300	300	300
Cost (\$ per acre-ft)	\$ 600	\$ 600	\$ 600	\$ 600
NICKEL WATER				
Water Amount Purchased (Acre-ft)	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700
Cost (\$ per acre-ft)	\$ 1,021	\$ 1,103	\$ 1,136	\$ 1,170
Total (\$)³	\$ 1,735,700	\$ 1,869,985	\$ 1,931,581	\$ 1,989,528
Subtotal Water Purchase Cost (\$)	\$ 1,735,700	\$ 2,049,985	\$ 2,111,581	\$ 2,169,528
IV. Water Quality Cost at \$5 per acre-ft sold,	n/a	\$ 71,500	\$ 81,400	\$ 61,400
TOTAL REVENUE REQUIREMENTS (\$)¹	\$ 5,609,425	\$ 6,655,494	\$ 7,918,126	\$ 7,118,956
NET OPERATING REVENUE	\$ (589,096)	\$ (2,122,394)	\$ 2,012,674	\$ 1,508,780
Transfers from General Fund (no repayment)	\$ 1,869,985	\$ 1,869,985	\$ -	\$ -
Transfers from Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ (623,328)	\$ (623,328)
Repayment to Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ -	\$ -
Transfers from Rate Stabilization Reserves	\$ 252,409	\$ 252,409	\$ -	\$ -
NOI after Nickel payback surplus	\$ -	\$ 1,389,346	\$ 885,452	\$ 7,224
NOI after Nickel payback deficit	\$ -	\$ -	\$ -	\$ -
Maximum RSF repay	\$ -	\$ 252,409	\$ -	\$ -
actual RSF repay	\$ -	\$ 252,409	\$ -	\$ -
Repayment to Rate Stabilization Reserves	\$ -	\$ (252,409)	\$ -	\$ -
OPERATING FUND ENDING BALANCE, ANY SURPLUS CARRIED FORWARD	\$ -	\$ 0	\$ 1,136,937	\$ 885,452
RESERVES AND OTHER FUNDS - STATUS				
A. Rate Stabilization Reserve Balances				
Beginning Balance	\$ 265,000	\$ 265,000	\$ 265,000	\$ 265,000
Repayment from Net Operating Revenue	\$ -	\$ -	\$ -	\$ -
Transfers to Net Operating Revenue	\$ (252,409)	\$ -	\$ -	\$ -
Ending Balance	\$ 265,000	\$ 265,000	\$ 265,000	\$ 265,000
B. Nickel Water Loan Fund				
Beginning Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657
Repayments	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)
Ending Balance	\$ 1,869,985	\$ 1,246,657	\$ 623,328	\$ -

1. For year 2018 only, the total revenue requirement summation includes \$1,869,985 purchase of nickel water. This purchase amount was covered by transfer from reserves for 2018 (Nickel Water Reserve Fund). This amount will be repaid in equal amounts from rate revenue in 2019 through 2021.

2. For years 2018 through 2021 Assume Agency's annual purchase amount is 300 ac-ft, however, due to losses in wheeling the actual amount sold is 200 ac-ft, reflected in the water sales line under "REVENUE".

3. The total for year 2018 is the actual invoiced amount, which due to round off accuracy is slightly different than the product of the rate and the amount purchased.

Scenario 4 - 12% Annual Escalator with 100% of Nickel on Capacity Fee
Friday, September 21, 2018

2019 trial rate in \$ per Acre-Ft
rate escalator for years 2020 and 2021

417.00
12.00%

2018 Rate Analysis For San Geronio Pass Water Agency

	Study Year, I.D. Calendar Year				
	2017 Actuals	2018 Projected	2019	2020	2021
REVENUE					
Water Sales (acre-ft)	15,837	14,300	16,280	12,280	12,280
Water Rate (\$ per Acre-ft)	\$ 317.00	\$ 317.00	\$ 417.00	\$ 467.04	\$ 523.08
Revenue From Water Sales	\$ 5,020,329	\$ 4,533,100	\$ 6,788,760	\$ 5,735,251	\$ 6,423,481
Previous year carry over	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from General Fund Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expected Revenue	\$ 5,020,329	\$ 4,533,100	\$ 6,788,760	\$ 5,735,251	\$ 6,423,481
REVENUE REQUIREMENTS					
I. SGPWA OVERHEAD					
SGPWA Operations Overhead					
Salaries	\$ 106,382	\$ 109,573	\$ 112,861	\$ 116,246	\$ 119,734
Payroll Taxes	\$ 8,536	\$ 8,792	\$ 9,056	\$ 9,328	\$ 9,607
Workman's Comp Insurance	\$ 367	\$ 378	\$ 389	\$ 401	\$ 413
PERS	\$ 13,695	\$ 14,106	\$ 14,529	\$ 14,965	\$ 15,414
Health Insurance	\$ 24,365	\$ 25,096	\$ 25,849	\$ 26,624	\$ 27,423
Dental Insurance	\$ 1,769	\$ 1,822	\$ 1,877	\$ 1,933	\$ 1,991
Long Term Disability Insurance	\$ 581	\$ 598	\$ 616	\$ 635	\$ 654
Operations Cost Allocated Rate Requirements at 50% total	\$ 155,695	\$ 160,366	\$ 165,177	\$ 170,132	\$ 175,236
Total	\$ 77,848	\$ 80,183	\$ 82,588	\$ 85,066	\$ 87,618
SGPWA Administrative Overhead					
Salaries	\$ 387,663	\$ 399,293	\$ 411,272	\$ 423,610	\$ 436,318
Payroll Taxes	\$ 26,153	\$ 26,938	\$ 27,746	\$ 28,578	\$ 29,435
Workman's Comp Insurance	\$ 2,191	\$ 2,257	\$ 2,324	\$ 2,394	\$ 2,466
PERS	\$ 113,505	\$ 116,910	\$ 120,417	\$ 124,030	\$ 127,751
Health Insurance	\$ 49,433	\$ 50,916	\$ 52,443	\$ 54,017	\$ 55,637
Dental Insurance	\$ 3,537	\$ 3,643	\$ 3,752	\$ 3,865	\$ 3,981
Long Term Disability Insurance	\$ 4,604	\$ 4,742	\$ 4,884	\$ 5,031	\$ 5,182
Total Administrative Overhead	\$ 587,086	\$ 604,699	\$ 622,840	\$ 641,525	\$ 660,770
Total Administrative Overhead Allocated to Rate Requirements at 5%	\$ 29,354	\$ 30,235	\$ 31,142	\$ 32,076	\$ 33,039
II. WATER DELIVERY COSTS:					
EBX Operations	\$ 199,214	\$ 207,183	\$ 215,470	\$ 224,089	\$ 233,052
Amount Allocated to Rate Requirements at 50%	\$ 99,607	\$ 103,591	\$ 107,735	\$ 112,044	\$ 116,526
CALIFORNIA DEPT. OF WATER RESOURCES					
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380	\$ 12,380
Unit Cost for Energy and Transmission (\$ per Acre-ft)	\$ 231	\$ 300	\$ 336	\$ 376	\$ 421
Cost for Energy and Transmission	\$ 3,666,916	\$ 4,320,000	\$ 5,503,680	\$ 4,658,842	\$ 5,217,903
Subtotal Water Delivery Cost (\$)	\$ 3,766,523	\$ 4,423,591	\$ 5,611,415	\$ 4,770,886	\$ 5,334,429
III. WATER PURCHASE COSTS					
CALIFORNIA DEPT. OF WATER RESOURCES - Table A					
Water Amount Delivered (Acre-ft)	15,843	14,400	16,380	12,380	12,380
Cost per Acre-Ft	\$ -	\$ -	\$ -	\$ -	\$ -
Total (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
YUBA DRY YEAR TRANSFERS					
Water transfers (acre-ft) ²	0	300	300	300	300
Cost (\$ per acre-ft)	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
Total (\$)	\$ -	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
NICKEL WATER					
Water Amount Purchased (Acre-ft)	1,700	1,700	0	0	0
Cost (\$ per acre-ft)	\$ 1,021	\$ 1,103	\$ 1,136	\$ 1,170	\$ 1,205
Total (\$)³	\$ 1,735,700	\$ 1,869,985	\$ -	\$ -	\$ -
Subtotal Water Purchase Cost (\$)	\$ 1,735,700	\$ 2,049,985	\$ 180,000	\$ 180,000	\$ 180,000
IV. Water Quality Cost at \$5 per acre-ft sold,	n/a	\$ 71,500	\$ 81,400	\$ 61,400	\$ 61,400
TOTAL REVENUE REQUIREMENTS (\$)¹	\$ 5,609,425	\$ 6,655,494	\$ 5,986,545	\$ 5,129,428	\$ 5,696,485
NET OPERATING REVENUE	\$ (589,096)	\$ (2,122,394)	\$ 802,215	\$ 605,823	\$ 726,996
Transfers from General Fund (no repayment)	\$ 589,096	\$ 1,869,985	\$ -	\$ -	\$ -
Transfers from Nickel Water Reserve Fund ⁴	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)
Repayment to Nickel Water Reserve Fund ¹	\$ -	\$ 252,409	\$ -	\$ 17,505	\$ -
Transfers from Rate Stabilization Reserves	\$ -	\$ -	\$ (178,886)	\$ -	\$ (91,028)
Repayment to Rate Stabilization Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING FUND ENDING BALANCE. ANY SURPLUS CARRIED FORWARD	\$ -	\$ -	\$ -	\$ -	\$ 12,640
RESERVES AND OTHER FUNDS - STATUS					
A. Rate Stabilization Reserve Balances					
Beginning Balance	\$ 265,000	\$ 265,000	\$ 12,591	\$ 191,477	\$ 173,972
Repayment from Net Operating Revenue	\$ -	\$ -	\$ 178,886	\$ -	\$ 91,028
Transfers to Net Operating Revenue	\$ (252,409)	\$ (252,409)	\$ -	\$ (17,505)	\$ -
Ending Balance	\$ 265,000	\$ 12,591	\$ 191,477	\$ 173,972	\$ 265,000
B. Nickel Water Loan Fund					
Beginning Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328
Repayments	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)
Ending Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328	\$ -

1. For year 2018 only, the total revenue requirement summation includes \$1,869,985 purchase of nickel water. This purchase amount was covered by transfer from reserves for 2018 (Nickel Water Reserve Fund). This amount will be repaid in equal amounts from rate revenue in 2019 through 2021.

2. For years 2018 through 2021 Assume Agency's annual purchase amount is 300 ac-ft, however, due to losses in wheeling the actual amount sold is 200 ac-ft, reflected in the water sales line under "REVENUE"

3. The total for year 2018 is the actual invoiced amount, which due to round off accuracy is slightly different than the product of the rate and the amount purchased

Scenario 5 - 12% Annual Escalator with 50% of Nickel on Capacity Fee
 Friday, September 21, 2018

2019 trial rate in \$ per Acre-Ft
 rate escalator for years 2020 and 2021

483.00
 12.00%

2018 Rate Analysis For San Geronio Pass Water Agency

	Study Year I.D. Calendar Year				
	2017 Actuals	2018 Projected	2019	2020	2021
REVENUE					
Water Sales (acre-ft)	15,837	14,300	16,280	12,280	12,280
Water Rate (\$ per Acre-ft)	\$ 317.00	\$ 317.00	\$ 483.00	\$ 540.96	\$ 605.88
Revenue From Water Sales	\$ 5,020,329	\$ 4,533,100	\$ 7,863,240	\$ 6,642,989	\$ 7,440,147
Previous year carry over	\$ -	\$ -	\$ -	\$ 35,167	\$ -
Contribution from General Fund Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expected Revenue	\$ 5,020,329	\$ 4,533,100	\$ 7,863,240	\$ 6,678,156	\$ 7,440,147
REVENUE REQUIREMENTS					
I. SGPWA OVERHEAD					
SGPWA Operations Overhead					
Salaries	\$ 106,382	\$ 109,573	\$ 112,861	\$ 116,246	\$ 119,734
Payroll Taxes	\$ 8,536	\$ 8,792	\$ 9,056	\$ 9,328	\$ 9,607
Workman's Comp Insurance	\$ 367	\$ 378	\$ 389	\$ 401	\$ 413
PERS	\$ 13,695	\$ 14,106	\$ 14,529	\$ 14,965	\$ 15,414
Health Insurance	\$ 24,365	\$ 25,096	\$ 25,849	\$ 26,624	\$ 27,423
Dental Insurance	\$ 1,769	\$ 1,822	\$ 1,877	\$ 1,933	\$ 1,991
Long Term Disability Insurance	\$ 581	\$ 598	\$ 616	\$ 635	\$ 654
Operations Cost Allocated Rate Requirements at 50% total	\$ 155,695	\$ 160,366	\$ 165,177	\$ 170,132	\$ 175,236
	\$ 77,848	\$ 80,183	\$ 82,588	\$ 85,066	\$ 87,618
SGPWA Administrative Overhead					
Salaries	\$ 387,663	\$ 399,293	\$ 411,272	\$ 423,610	\$ 436,318
Payroll Taxes	\$ 26,153	\$ 26,938	\$ 27,746	\$ 28,578	\$ 29,435
Workman's Comp Insurance	\$ 2,191	\$ 2,257	\$ 2,324	\$ 2,394	\$ 2,466
PERS	\$ 113,505	\$ 116,910	\$ 120,417	\$ 124,030	\$ 127,751
Health Insurance	\$ 49,433	\$ 50,916	\$ 52,443	\$ 54,017	\$ 55,637
Dental Insurance	\$ 3,537	\$ 3,643	\$ 3,752	\$ 3,865	\$ 3,981
Long Term Disability Insurance	\$ 4,604	\$ 4,742	\$ 4,884	\$ 5,031	\$ 5,182
Total Administrative Overhead	\$ 587,086	\$ 604,699	\$ 622,840	\$ 641,525	\$ 660,770
Total Administrative Overhead Allocated to Rate Requirements at 5%	\$ 29,354	\$ 30,235	\$ 31,142	\$ 32,076	\$ 33,039
II. WATER DELIVERY COSTS:					
EBX Operations	\$ 199,214	\$ 207,183	\$ 215,470	\$ 224,089	\$ 233,052
Amount Allocated to Rate Requirements at 50%	\$ 99,607	\$ 103,591	\$ 107,735	\$ 112,044	\$ 116,526
CALIFORNIA DEPT. OF WATER RESOURCES					
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380	\$ 12,380
Unit Cost for Energy and Transmission (\$ per Acre-ft)	\$ 231	\$ 300	\$ 336	\$ 376	\$ 421
Cost for Energy and Transmission	\$ 3,666,916	\$ 4,320,000	\$ 5,503,680	\$ 4,658,842	\$ 5,217,903
Subtotal Water Delivery Cost (\$)	\$ 3,766,523	\$ 4,423,591	\$ 5,611,415	\$ 4,770,886	\$ 5,334,429
III. WATER PURCHASE COSTS					
CALIFORNIA DEPT. OF WATER RESOURCES - Table A					
Water Amount Delivered (Acre-ft)	15,843	14,400	16,380	12,380	12,380
Cost per Acre-Ft	\$ -	\$ -	\$ -	\$ -	\$ -
YUBA DRY YEAR TRANSFERS					
Water transfers (acre-ft) ²	0	300	300	300	300
Cost (\$ per acre-ft)	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
NICKEL WATER					
Water Amount Purchased (Acre-ft)	1,700	1,700	850	850	850
Cost (\$ per acre-ft)	\$ 1,021	\$ 1,103	\$ 1,136	\$ 1,170	\$ 1,205
Cost (\$ per acre-ft) ³	\$ 1,735,700	\$ 1,869,985	\$ 985,790	\$ 994,764	\$ 1,024,607
Subtotal Water Purchase Cost (\$)	\$ 1,735,700	\$ 2,049,985	\$ 1,145,790	\$ 1,174,764	\$ 1,204,607
Water Quality Cost at \$5 per acre-ft sold,	n/a	\$ 71,500	\$ 81,400	\$ 61,400	\$ 61,400
TOTAL REVENUE REQUIREMENTS (\$)¹	\$ 5,609,425	\$ 6,655,494	\$ 6,952,336	\$ 6,124,192	\$ 6,721,092
NET OPERATING REVENUE	\$ (589,096)	\$ (2,122,394)	\$ 910,904	\$ 553,963	\$ 719,055
Transfers from General Fund (no repayment)	\$ 1,869,985	\$ 1,869,985	\$ -	\$ -	\$ -
Transfers from Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)
Repayment to Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ -	\$ 69,365	\$ -
Transfers from Rate Stabilization Reserves	\$ -	\$ -	\$ (252,409)	\$ -	\$ (69,365)
Repayment to Rate Stabilization Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING FUND ENDING BALANCE, ANY SURPLUS CARRIED FORWARD	\$ -	\$ -	\$ 335,167	\$ -	\$ 26,362
RESERVES AND OTHER FUNDS - STATUS					
A. Rate Stabilization Reserve Balances					
Beginning Balance	\$ 265,000	\$ 265,000	\$ 12,591	\$ 265,000	\$ 195,635
Repayment from Net Operating Revenue	\$ -	\$ -	\$ 252,409	\$ -	\$ 69,365
Transfers to Net Operating Revenue	\$ (252,409)	\$ (252,409)	\$ -	\$ (69,365)	\$ -
Ending Balance	\$ 265,000	\$ 12,591	\$ 265,000	\$ 195,635	\$ 265,000
B. Nickel Water Loan Fund					
Beginning Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328
Repayments	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)
Ending Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328	\$ -

1. For year 2018 only, the total revenue requirement summation includes \$1,869,985 purchase of nickel water. This purchase amount was covered by transfer from reserves for 2018 (Nickel Water Reserve Fund). This amount will be repaid in equal amounts from rate revenue in 2019 through 2021.

2. For years 2018 through 2021 Assume Agency's annual purchase amount is 300 ac-ft, however, due to losses in wheeling the actual amount sold is 200 ac-ft, reflected in the water sales line under "REVENUE"

3. The total for year 2018 is the actual invoiced amount, which due to round off accuracy is slightly different than the product of the rate and the amount purchased

Scenario 6 - 12% Annual Escalator with 0% of Nickel on Capacity Fee
Friday, September 21, 2018

2019 trial rate in \$ per Acre-Ft
rate escalator for years 2020 and 2021

549.00
12.00%

2018 Rate Analysis For San Geronio Pass Water Agency

Study Year I.D. Calendar Year	2019 Projected				2020				2021						
	2017 Actuals	2018	2019	2020	2021	2017 Actuals	2018	2019	2020	2021	2017 Actuals	2018	2019	2020	2021
REVENUE															
Water Sales (acre-ft)	15,837	14,300	16,280	12,280	12,280										12,280
Water Rate (\$ per Acre-ft)	\$ 317.00	\$ 317.00	\$ 549.00	\$ 614.88	\$ 614.88										\$ 688.67
Revenue From Water Sales	\$ 5,020,329	\$ 4,533,100	\$ 8,937,720	\$ 7,550,726	\$ 7,550,726										\$ 8,456,814
Previous year carry over	\$ -	\$ -	\$ -	\$ 143,857	\$ 143,857										\$ -
Contribution from General Fund Revenue	\$ -	\$ -	\$ -	\$ -	\$ -										\$ -
Total Expected Revenue	\$ 5,020,329	\$ 4,533,100	\$ 8,937,720	\$ 7,694,583	\$ 7,694,583										\$ 8,456,814
REVENUE REQUIREMENTS															
I. SGPWA OVERHEAD															
SGPWA Operations Overhead															
Salaries	\$ 106,382	\$ 109,573	\$ 112,861	\$ 116,246	\$ 116,246										\$ 119,734
Payroll Taxes	\$ 8,536	\$ 8,792	\$ 9,056	\$ 9,328	\$ 9,328										\$ 9,607
Workman's Comp Insurance	\$ 367	\$ 378	\$ 389	\$ 401	\$ 401										\$ 413
PERS	\$ 13,695	\$ 14,106	\$ 14,529	\$ 14,965	\$ 14,965										\$ 15,414
Health Insurance	\$ 24,365	\$ 25,096	\$ 25,849	\$ 26,624	\$ 26,624										\$ 27,423
Dental Insurance	\$ 1,769	\$ 1,822	\$ 1,877	\$ 1,933	\$ 1,933										\$ 1,991
Long Term Disability Insurance	\$ 581	\$ 598	\$ 616	\$ 635	\$ 635										\$ 654
Operations Cost Allocated Rate Requirements at 50% total	\$ 155,695	\$ 160,366	\$ 165,177	\$ 170,132	\$ 170,132										\$ 175,236
Total	\$ 77,848	\$ 80,183	\$ 82,588	\$ 85,066	\$ 85,066										\$ 87,618
SGPWA Administrative Overhead															
Salaries	\$ 387,663	\$ 399,293	\$ 411,272	\$ 423,610	\$ 423,610										\$ 436,318
Payroll Taxes	\$ 26,153	\$ 26,938	\$ 27,746	\$ 28,578	\$ 28,578										\$ 29,435
Workman's Comp Insurance	\$ 2,191	\$ 2,257	\$ 2,324	\$ 2,394	\$ 2,394										\$ 2,466
PERS	\$ 113,505	\$ 116,910	\$ 120,417	\$ 124,030	\$ 124,030										\$ 127,751
Health Insurance	\$ 49,433	\$ 50,916	\$ 52,443	\$ 54,017	\$ 54,017										\$ 55,637
Dental Insurance	\$ 3,537	\$ 3,643	\$ 3,752	\$ 3,865	\$ 3,865										\$ 3,981
Long Term Disability Insurance	\$ 4,604	\$ 4,742	\$ 4,884	\$ 5,031	\$ 5,031										\$ 5,182
Total Administrative Overhead	\$ 587,086	\$ 604,659	\$ 622,840	\$ 641,525	\$ 641,525										\$ 660,770
Total Administrative Overhead Allocated to Rate Requirements at 5%	\$ 29,354	\$ 30,235	\$ 31,142	\$ 32,076	\$ 32,076										\$ 33,039
II. WATER DELIVERY COSTS:															
EBX Operations															
Amount Allocated to Rate Requirements at 50%															
CALIFORNIA DEPT. OF WATER RESOURCES															
Water Amount Delivered (Acre-ft)	\$ 15,843	\$ 14,400	\$ 16,380	\$ 12,380	\$ 12,380										\$ 12,380
Unit Cost for Energy and Transmission (\$ per Acre-ft)	\$ 231	\$ 300	\$ 336	\$ 376	\$ 376										\$ 421
Cost for Energy and Transmission	\$ 3,686,916	\$ 4,320,000	\$ 5,503,680	\$ 4,658,842	\$ 4,658,842										\$ 5,217,903
Subtotal Water Delivery Cost (\$)	\$ 3,766,523	\$ 4,423,591	\$ 5,611,415	\$ 4,770,886	\$ 4,770,886										\$ 5,334,429
III. WATER PURCHASE COSTS															
CALIFORNIA DEPT. OF WATER RESOURCES - Table A															
Water Amount Delivered (Acre-ft)	15,843	14,400	16,380	12,380	12,380										12,380
Cost per Acre-Ft	\$ -	\$ -	\$ -	\$ -	\$ -										\$ -
YUBA DRY YEAR TRANSFERS															
Water transfers (acre-ft) ²	0	300	300	300	300										300
Cost (\$ per acre-ft)	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600										\$ 600
NICKEL WATER															
Water Amount Purchased (Acre-ft)	1,700	1,700	1,700	1,700	1,700										1,700
Cost (\$ per acre-ft)	\$ 1,021	\$ 1,103	\$ 1,136	\$ 1,170	\$ 1,170										\$ 1,205
Total (\$)³	\$ 1,735,700	\$ 1,869,985	\$ 1,931,581	\$ 1,989,528	\$ 1,989,528										\$ 2,049,214
Subtotal Water Purchase Cost (\$)	\$ 1,735,700	\$ 2,049,985	\$ 2,111,581	\$ 2,169,528	\$ 2,169,528										\$ 2,229,214
IV. Water Quality Cost at \$5 per acre-ft sold,	n/a	\$ 71,500	\$ 81,400	\$ 61,400	\$ 61,400										\$ 61,400
TOTAL REVENUE REQUIREMENTS (\$)¹	\$ 5,609,425	\$ 6,655,494	\$ 7,918,126	\$ 7,118,956	\$ 7,118,956										\$ 7,745,699
NET OPERATING REVENUE	\$ (589,096)	\$ (2,122,394)	\$ 1,019,594	\$ 575,627	\$ 575,627										\$ 711,114
Transfers from General Fund (no repayment)	\$ 589,096	\$ 1,869,985	\$ -	\$ -	\$ -										\$ -
Transfers from Nickel Water Reserve Fund ¹	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)										\$ (623,328)
Repayment to Nickel Water Reserve Fund ¹	\$ -	\$ 252,409	\$ -	\$ 47,702	\$ 47,702										\$ -
Transfers from Rate Stabilization Reserves	\$ -	\$ (252,409)	\$ -	\$ -	\$ -										\$ -
Repayment to Rate Stabilization Reserves	\$ -	\$ 12,591	\$ 265,000	\$ 217,298	\$ 217,298										\$ 265,000
OPERATING FUND ENDING BALANCE. ANY SURPLUS CARRIED FORWARD	\$ -	\$ 0	\$ 143,857	\$ 0	\$ 0										\$ 40,084
RESERVES AND OTHER FUNDS - STATUS															
A. Rate Stabilization Reserve Balances															
Beginning Balance	\$ 265,000	\$ 265,000	\$ 12,591	\$ 265,000	\$ 265,000										\$ 217,298
Repayment from Net Operating Revenue	\$ -	\$ -	\$ 252,409	\$ -	\$ -										\$ 47,702
Transfers to Net Operating Revenue	\$ (265,000)	\$ (252,409)	\$ -	\$ (47,702)	\$ (47,702)										\$ -
Ending Balance	\$ 265,000	\$ 12,591	\$ 265,000	\$ 217,298	\$ 217,298										\$ 265,000
B. Nickel Water Loan Fund															
Beginning Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 1,246,657										\$ 623,328
Repayments	\$ -	\$ -	\$ (623,328)	\$ (623,328)	\$ (623,328)										\$ (623,328)
Ending Balance	\$ 1,869,985	\$ 1,869,985	\$ 1,246,657	\$ 623,328	\$ 623,328										\$ -

1. For year 2018 only, the total revenue requirement summation includes \$1,869,985 purchase of nickel water. This purchase amount was covered by transfer from reserves for 2018 (Nickel Water Reserve Fund). This amount will be repaid in equal amounts from rate revenue in 2019 through 2021.

2. For years 2018 through 2021 Assume Agency's annual purchase amount is 300 ac-ft, however, due to losses in wheeling the actual amount sold is 200 ac-ft, reflected in the water sales line under "REVENUE"

3. The total for year 2018 is the actual invoiced amount, which due to round off accuracy is slightly different than the product of the rate and the amount purchased

Board Reports



Yucaipa Valley Water District

Director Comments



Yucaipa Valley Water District



FACTS ABOUT THE YUCAIPA VALLEY WATER DISTRICT

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

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

Number of Employees: 5 elected board members
71 full time employees

FY 2018-19 Operating Budget: Water Division - \$14,150,445
Sewer Division - \$12,337,754
Recycled Water Division - \$1,293,270
Total Annual Budget - \$25,754,750

Number of Services: 12,693 water connections serving 17,362 units
13,980 sewer connections serving 21,806 units
92 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
1.756 million gallons of Inland Empire Brine Line capacity
0.595 million gallons of treatment capacity in Orange County

Typical Rates, Fees and Charges:

- Drinking Water Commodity Charge:

1,000 gallons to 15,000 gallons	\$1.429 per each 1,000 gallons
16,000 gallons to 60,000 gallons	\$1.919 per each 1,000 gallons
61,000 gallons to 100,000 gallons	\$2.099 per each 1,000 gallons
101,000 gallons or more	\$2.429 per each 1,000 gallons

- Recycled Water Commodity Charge:

1,000 gallons or more	\$1.425 per each 1,000 gallons
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- Water Meter Service Charge (Drinking Water or Recycled Water):

5/8" x 3/4" Water Meter	\$14.00 per month
1" Water Meter	\$23.38 per month
1-1/2" Water Meter	\$46.62 per month

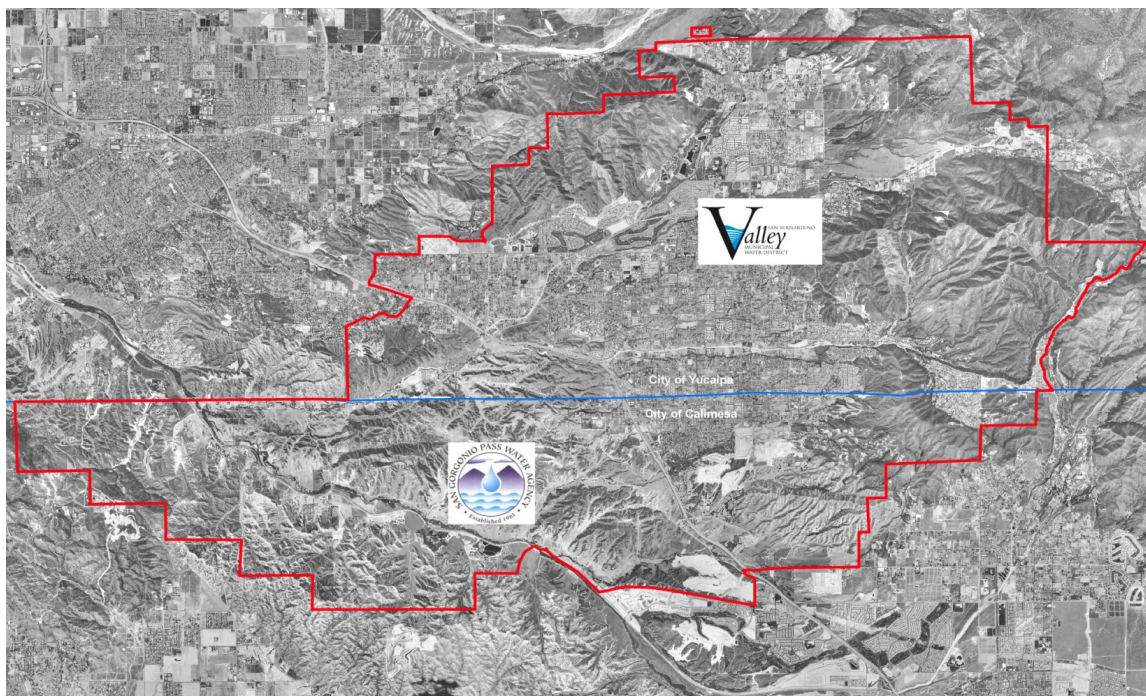
- Sewer Collection and Treatment Charge:

Typical Residential Charge	\$42.43 per month
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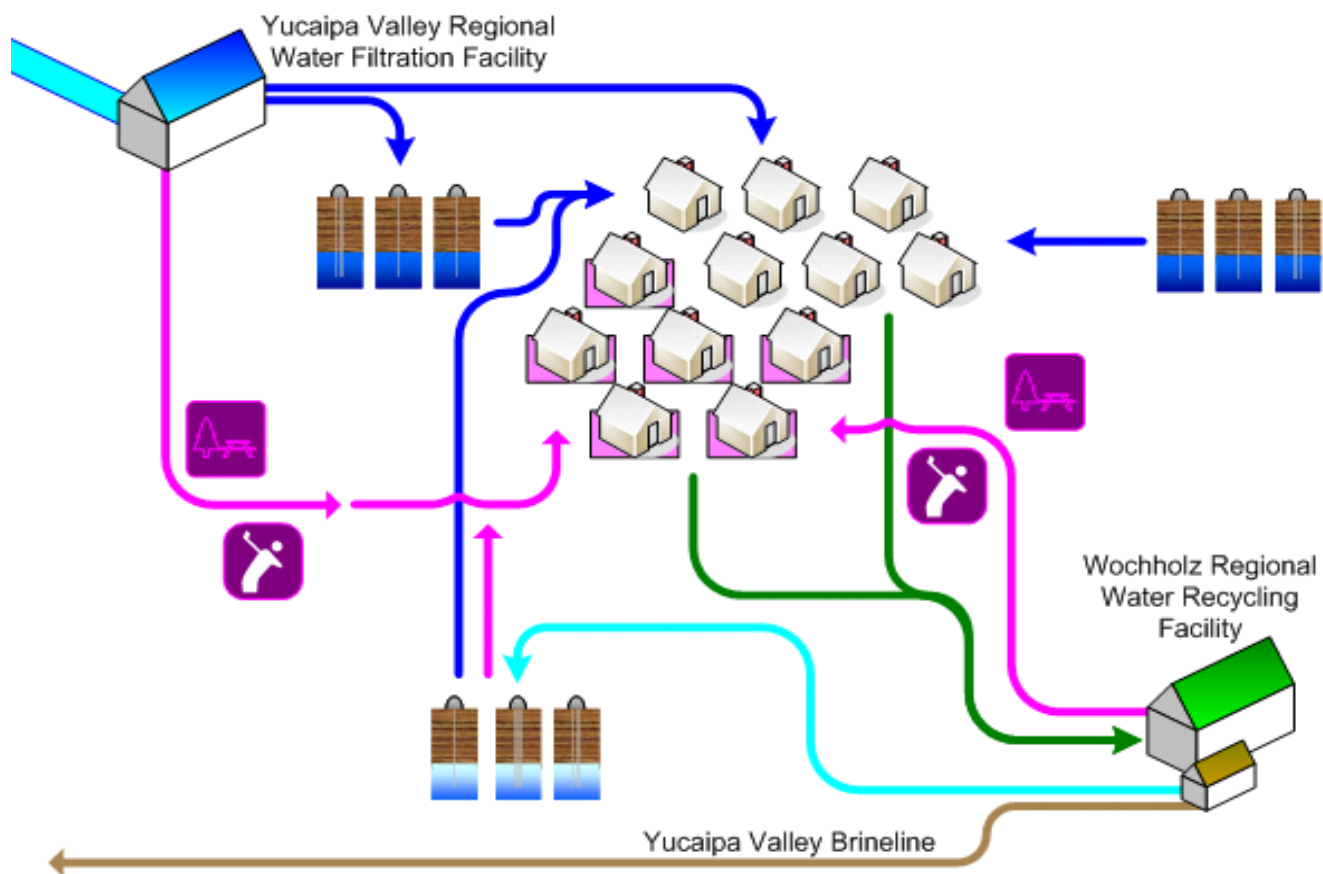
- Imported Water Charges (Pass-through State Water Project Charge):

San Bernardino Valley Municipal Water District	\$0.27 per each 1,000 gallons
San Geronio Pass Water Agency	\$0.66 per each 1,000 gallons

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



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





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 wastewater 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 wastewater treatment process. This high-quality product can be recycled 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.

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

Certificate of Participation (COP) – A type of financing where an investor purchases a share of the lease revenues of a program rather than the bond being secured by those revenues.

Coliform Bacteria - A group of bacteria found in the intestines of humans and other animals, but also occasionally found elsewhere used as indicators of sewage pollution. E. coli are the most common bacteria in wastewater.

Collections System - In wastewater, it is the system of typically underground pipes that receive and convey sanitary wastewater or storm water.

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.

Contaminants of Potential Concern (CPC) - Pharmaceuticals, hormones, and other organic wastewater contaminants.

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.

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.

Levels of Service (LOS) - Goals to support environmental and public expectations for performance.

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 to 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.

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.

Santa Ana River Interceptor (SARI) Line - A regional brine line designed to convey 30 million gallons per day (MGD) of non-reclaimable wastewater from the upper Santa Ana River basin to Orange County Sanitation District for treatment, use and/or disposal.

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

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 wastewater.

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.

South Coast Air Quality Management District (SCAQMD) - Regional regulatory agency that develops plans and regulations designed to achieve public health standards by reducing emissions from business and industry.

Special district - A form of local government created by a local community to meet a specific need. Yucaipa Valley Water District is a County Water District formed pursuant to Section 30000 of the California Water Code

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.

Surface Water - Water found in lakes, streams, rivers, oceans, or reservoirs behind dams. In addition to using groundwater, Yucaipa Valley Water District receives surface water from the Oak Glen area.

Sustainable Groundwater Management Act (SGMA) - Pursuant to legislation signed by Governor Jerry Brown in 2014, the Sustainable Groundwater Management Act requires water agencies to manage groundwater extractions to not cause undesirable results from over production.

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 wastewater as it trickles over them.

Underground Service Alert (USA) - A free service (<https://www.digalert.org>) 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 carry 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.

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

Water Service Line - A water service line is used to deliver water from the Yucaipa Valley Water District's mainline distribution system.

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.

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

Water-Wise House Call - a service which provides a custom evaluation of a customer's indoor and outdoor water use and landscape watering requirements.

Well - a hole drilled into the ground to tap an underground aquifer.

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





COMMONLY USED ABBREVIATIONS

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