



# Yucaipa Valley Water District

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

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

**Tuesday, October 6, 2020 at 4:00 p.m.**

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Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20 (a copy of which is attached to this agenda), the Yucaipa Valley Water District will be conducting this meeting by teleconference only. Public comments on matters listed on the agenda or on any matter within the District's jurisdiction will be received during Public Comments, Agenda Item No. III.

**This meeting is available by calling  
(888) 475-4499 using passcode 676-950-731#**

**View live presentation material at  
<https://zoom.us/j/676950731>**

**There will be no public physical location for attending this meeting in person. The District's Board meeting room will be closed to the public until further notice.**

If you are unable to participate by telephone, you may submit comments and/or questions in writing for the Board's consideration by sending them to [inquiry@yvwd.us](mailto:inquiry@yvwd.us). Submit your written inquiry prior to the start of the meeting. All public comments received prior to the start of the meeting will be provided to the Board and may be read into the record or compiled as part of the record.

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- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PUBLIC COMMENTS** - At this time, members of the public may briefly address the Board of Directors on matters within its jurisdiction or on any matter listed on this agenda.

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

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

**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. Board Meeting - September 29, 2020

**V. STAFF REPORT**

**VI. DISCUSSION ITEMS**

- A. Approval of Fund Transfer Nos. 10 and 11 for the Purchase of Property at 12806 Second Street, Yucaipa [[Director Memorandum No. 20-146 - Page 16 of 37](#)]  
RECOMMENDED ACTION: That the Board adopt Resolution No. 2020-48 to authorize the transfer of reserve funds for the purchase of property at 12806 Second Street, Yucaipa.
- B. Overview of the Wilson Creek Basin Artificial Recharge Program [[Director Memorandum No. 20-147 - Page 18 of 37](#)]  
RECOMMENDED ACTION: Staff Presentation – No Action Required.
- C. Approval of the Terms and Conditions of Employment for Management-Supervisory Employees of the Yucaipa Valley Water District [[Director Memorandum No. 20-148 - Page 19 of 37](#)]  
RECOMMENDED ACTION: That the Board approves the Memorandum of Agreement with the Management-Supervisory Employees as presented.

**VII. BOARD REPORTS & DIRECTOR COMMENTS**

**VIII. ANNOUNCEMENTS**

- A. October 13, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- B. October 20, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- C. October 27, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- D. **November 3, 2020 at 4:00 p.m. - Board Meeting - Cancelled**
- E. November 10, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- F. November 17, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- G. November 24, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- H. **December 1, 2020 at 4:00 p.m. - Board Meeting - Cancelled**
- I. December 8, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- J. December 15, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- K. December 22, 2020 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- L. **December 29, 2020 at 4:00 p.m. - Board Meeting - Cancelled**
- M. **January 5, 2021 at 4:00 p.m. - Board Meeting - Cancelled**
- N. January 12, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**

**IX. ADJOURNMENT**

**EXECUTIVE DEPARTMENT  
STATE OF CALIFORNIA**

**EXECUTIVE ORDER N-29-20**

**WHEREAS** on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

**WHEREAS** despite sustained efforts, the virus continues to spread and is impacting nearly all sectors of California; and

**WHEREAS** the threat of COVID-19 has resulted in serious and ongoing economic harms, in particular to some of the most vulnerable Californians; and

**WHEREAS** time bound eligibility redeterminations are required for Medi-Cal, CalFresh, CalWORKs, Cash Assistance Program for Immigrants, California Food Assistance Program, and In Home Supportive Services beneficiaries to continue their benefits, in accordance with processes established by the Department of Social Services, the Department of Health Care Services, and the Federal Government; and

**WHEREAS** social distancing recommendations or Orders as well as a statewide imperative for critical employees to focus on health needs may prevent Medi-Cal, CalFresh, CalWORKs, Cash Assistance Program for Immigrants, California Food Assistance Program, and In Home Supportive Services beneficiaries from obtaining in-person eligibility redeterminations; and

**WHEREAS** under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

**NOW, THEREFORE, I, GAVIN NEWSOM**, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567 and 8571, do hereby issue the following order to become effective immediately:

**IT IS HEREBY ORDERED THAT:**

1. As to individuals currently eligible for benefits under Medi-Cal, CalFresh, CalWORKs, the Cash Assistance Program for Immigrants, the California Food Assistance Program, or In Home Supportive Services benefits, and to the extent necessary to allow such individuals to maintain eligibility for such benefits, any state law, including but not limited to California Code of Regulations, Title 22, section 50189(a) and Welfare and Institutions Code sections 18940 and 11265, that would require redetermination of such benefits is suspended for a period of 90 days from the date of this Order. This Order shall be construed to be consistent with applicable federal laws, including but not limited to Code of Federal Regulations, Title 42, section 435.912, subdivision (e), as interpreted by the Centers for Medicare and Medicaid Services (in guidance issued on January 30, 2018) to permit the extension of

otherwise-applicable Medicaid time limits in emergency situations.

2. Through June 17, 2020, any month or partial month in which California Work Opportunity and Responsibility to Kids (CalWORKs) aid or services are received pursuant to Welfare and Institutions Code Section 11200 et seq. shall not be counted for purposes of the 48-month time limit set forth in Welfare and Institutions Code Section 11454. Any waiver of this time limit shall not be applied if it will exceed the federal time limits set forth in Code of Federal Regulations, Title 45, section 264.1.
3. Paragraph 11 of Executive Order N-25-20 (March 12, 2020) is withdrawn and superseded by the following text:

Notwithstanding any other provision of state or local law (including, but not limited to, the Bagley-Keene Act or the Brown Act), and subject to the notice and accessibility requirements set forth below, a local legislative body or state body is authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body or state body. All requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived.

In particular, any otherwise-applicable requirements that

- (i) state and local bodies notice each teleconference location from which a member will be participating in a public meeting;
- (ii) each teleconference location be accessible to the public;
- (iii) members of the public may address the body at each teleconference conference location;
- (iv) state and local bodies post agendas at all teleconference locations;
- (v) at least one member of the state body be physically present at the location specified in the notice of the meeting; and
- (vi) during teleconference meetings, at least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction

are hereby suspended.

A local legislative body or state body that holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements set forth below, shall have satisfied any requirement that the body allow



members of the public to attend the meeting and offer public comment. Such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

Accessibility Requirements: If a local legislative body or state body holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the body shall also:

- (i) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act and resolving any doubt whatsoever in favor of accessibility; and
- (ii) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to subparagraph (ii) of the Notice Requirements below.

Notice Requirements: Except to the extent this Order expressly provides otherwise, each local legislative body and state body shall:

- (i) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by the Bagley-Keene Act or the Brown Act, and using the means otherwise prescribed by the Bagley-Keene Act or the Brown Act, as applicable; and
- (ii) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in such means of public observation and comment, or any instance prior to the issuance of this Order in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of such means, a body may satisfy this requirement by advertising such means using "the most rapid means of communication available at the time" within the meaning of Government Code, section 54954, subdivision (e); this shall include, but need not be limited to, posting such means on the body's Internet website.

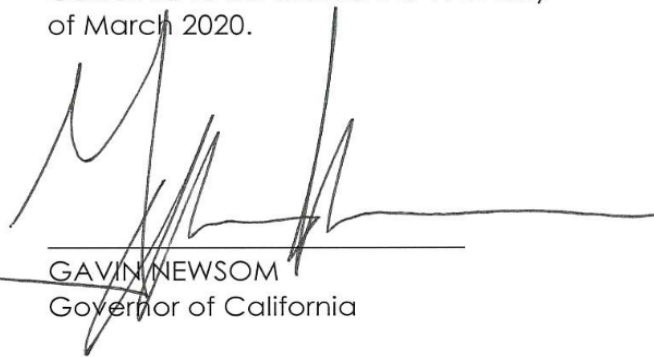
All of the foregoing provisions concerning the conduct of public meetings shall apply only during the period in which state or local public health officials have imposed or recommended social distancing measures.

All state and local bodies are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Bagley-Keene Act and the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to their meetings.

**IT IS FURTHER ORDERED** that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 17th day of March 2020.



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GAVIN NEWSOM  
Governor of California

# Consent Calendar



Yucaipa Valley Water District

# MINUTES OF A BOARD MEETING - TELECONFERENCE

September 29, 2020 at 4:00 pm

**Directors Present:**

Chris Mann, President  
Lonni Granlund, Vice President  
Jay Bogh, Director  
Joyce McIntire, Director  
Dennis Miller, Director

**Staff Present:**

Wade Allsup, Information Systems Specialist  
Jennifer Ares, Water Resource Manager  
Madeline Blua, Water Resource Specialist  
Allison Edmisten, Chief Financial Officer  
Chelsie Fogus, Administrative Assistant I  
Ashley Gibson, Regulatory Compliance Manager  
Kathryn Hallberg, Implementation Manager  
Dustin Hochreiter, Senior Engineering Technician  
Mike Kostelecky, Operations Manager  
Tim Mackamul, Operations Manager  
Matthew Porras, Implementation Manager  
Mike Rivera, Public Works Supervisor  
Charles Thomas, Operations Manager  
John Wrobel, Public Works Manager  
Joseph Zoba, General Manager

**Directors Absent:**

None

**Consulting Staff Present:**

David Wysocki, Legal Counsel

**Registered Guests and Others Present:**

Amelia Cottrell, Engie Services  
Jacqueline DeRosa, Ameresco  
Guillermo Gomez, Scale Microgrid Solutions  
Ashu Jain, Engie Services  
Paul Kielhold, San Bernardino Valley Municipal Water District  
Logan Largent, Ortega Strategies Group  
Gil Navarro, San Bernardino Valley Municipal Water District  
Jeffrey Woldhuis, Engie Services

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Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20 (a copy of which was attached to the meeting agenda), the Yucaipa Valley Water District conducted this meeting by teleconference.

The meeting was available to the public by calling (888) 475-4499 using passcode 676-950-731 and live presentation material was available at <https://zoom.us/j/676950731>.

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**CALL TO ORDER**

The regular meeting of the Board of Directors of the Yucaipa Valley Water District was called to order by Chris Mann at 4:00 p.m.



ROLL CALL

The roll was called with Director Jay Bogh, Director Lonni Granlund, Director Chris Mann, Director Joyce McIntire, and Director Dennis Miller present.

PUBLIC COMMENTS

None

CONSENT CALENDAR

Director Lonni Granlund moved to approve the consent calendar and Director Joyce McIntire seconded the motion.

A. Minutes of Meetings

1. Board Meeting - September 22, 2020

The motion was approved by the following vote:

Director Jay Bogh - Yes  
Director Lonni Granlund - Yes  
Director Chris Mann - Yes  
Director Joyce McIntire - Yes  
Director Dennis Miller - Yes

STAFF REPORT

General Manager Joseph Zoba provided information on the following item(s):

- On September 25, 2019, elected officials from the San Bernardino Valley Municipal Water District, San Gorgonio Pass Water Agency, and the Yucaipa Valley Water District discussed the methodology used to calculate how imported water purchased by the District is allocated for use in the service area of each state water contractors. The descriptive methodology used by the District for the past thirteen years will be presented for adoption at the board meeting on October 20, 2020.
- The District will be closing the District office on the following dates to reduce the potential spread of COVID-19 following the upcoming holidays:
  - Monday, November 30, 2020;
  - Tuesday, December 1, 2020;
  - Monday, December 28, 2020;
  - Tuesday, December 29, 2020;
  - Wednesday, December 30, 2020;
  - Thursday, December 31, 2020;
  - Monday, January 4, 2021;
  - Tuesday, January 5, 2021;
  - Wednesday, January 6, 2021; and
  - Thursday, January 7, 2021.

- The District staff recommended the continuance of Discussion Item C - Consideration of Integrated Energy Resiliency Project Proposals and Authorization to Develop a Power Purchase Agreement [Director Memorandum No. 20-144 - Page 35 of 102] until a future board meeting.

DISCUSSION ITEMS:

DM 20-142

CONSIDERATION OF INITIATING ANNEXATION PROCEEDINGS FOR VARIOUS PROPERTIES TO THE YUCAIPA VALLEY WATER DISTRICT FOR DRINKING WATER, RECYCLED WATER, AND SEWER SERVICE

Implementation Manager Kathryn Hallberg presented information about various annexations to the service area of the Yucaipa Valley Water District.

Director Dennis Miller moved that the Board adopt Resolution No. 2020-43, Resolution No. 2020-44, Resolution No. 2020-45, and Resolution No. 2020-46.

Director Lonni Granlund seconded the motion.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Joyce McIntire - Yes
- Director Dennis Miller - Yes

DM 20-143

CONSIDERATION OF RESOLUTION NO. 2020-47 REVISING AND UPDATING THE POLICIES AND PRACTICES ASSOCIATED WITH ACCESSORY DWELLING UNITS AND MULTIPLE UNIT DEVELOPMENTS

General Manager Joseph Zoba discussed the revisions to District policy contained within Resolution No. 2020-47.

Director Lonni Granlund moved that the board adopt Resolution No. 2020-47.

Director Joyce McIntire seconded the motion.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Joyce McIntire - Yes
- Director Dennis Miller - Yes

DM 20-144

CONSIDERATION OF  
INTEGRATED ENERGY  
RESILIENCY PROJECT  
PROPOSALS AND  
AUTHORIZATION TO  
DEVELOP A POWER  
PURCHASE  
AGREEMENT

General Manager Joseph Zoba discussed the continuance of this item during the Staff Report to allow additional time to review the proposals submitted for this project. General Manager Joseph Zoba recommended that this item be continued until a future board meeting.

Jacqueline DeRosa provided comments regarding the proposal submitted by Ameresco.

Director Jay Bogh moved that the Board continue this item to a future board meeting.

Director Joyce McIntire seconded the motion.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Joyce McIntire - Yes
- Director Dennis Miller - Yes

DM 20-145

CONSIDERATION OF A  
MEMORANDUM OF  
UNDERSTANDING  
REGARDING  
OVERLYING WATER  
RIGHTS TRANSFER  
AND A COMMITMENT  
TO PROVIDE WATER  
SERVICE TO THE OAK  
VALLEY PROJECT

General Manager Joseph Zoba discussed in detail the proposed Memorandum of Understanding pertaining to the transfer of overlying water rights and the commitment by the District to provide water service to the Oak Valley Project.

Following the discussion, Director Joyce McIntire moved that the Board authorize the President to execute the Memorandum of Understanding and authorize the General Manager to sign the commitment to provide water service for the Oak Valley Project.

Director Dennis Miller seconded the motion.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Lonni Granlund - Yes
- Director Chris Mann - Yes
- Director Joyce McIntire - Yes
- Director Dennis Miller - Yes

BOARD REPORTS AND  
DIRECTOR COMMENTS

Director Dennis Miller asked about the responsiveness of District staff to simple questions during the period of proposed closures. General Manager Joseph Zoba responded that the new answering service provides an opportunity for the District staff to review and receive messages while the office is closed. Administrative staff members will also be reviewing phone messages and email messages during the proposed closures.

Director Joyce McIntire reported on the San Gorgonio Pass Water Agency finance and budget workshop held on September 28, 2020.

ANNOUNCEMENTS

Director Chris Mann called attention to the announcements listed on the agenda.

ADJOURNMENT

The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

(Seal)



# Staff Report



Yucaipa Valley Water District



# Oak Glen Domestic Water Company

Mailing address

P.O. Box 4171, Hemet California 92546

(951) 694-2591

RECEIVED  
SEP 28 2020

BY:-----

September 25, 2020

Re: Your Assistance During the El Dorado Fire.

Dear Joe and the YVWD Board of Directors:

We graciously want to thank you and the Yucaipa Valley Water District for your assistance with a portable generator. On the first day of the El Dorado Fire, it was obvious that Oak Glen and our facilities were in danger. We made arrangements for a back-up generator but all those resources fell thru.

Both the, Division 1, Fire Operations Officer (The Oak Glen Section) and Edison saw the value to keep our two reservoirs full to assist in the firefighting efforts as we have the only fire hydrants that serve Oak Glen. As electrical power was being shut down in the Oak Glen and parts of Yucaipa, a commitment was made to keep our circuits energized to run our 3 wells. We had an Edison supervisor on hand to ensure we did not lose power. I put in a request thru the IC and San Bernardino County OES for a back-up generator. Our contractor never delivered a generator to us.

During the night of the second day, the weather changed and the wind starting blowing fire into the canyons of which our facilities and other Oak Glen buildings - including the historic Pilgrim Pines Camp were located.

Even though the firefighters were making an outstanding effort in protecting Pilgrim Pines and our water wells, the fire was so ferocious. I was planning to lose wells and possibly even damage to our two tank reservoirs. We lost power that morning due to fire damaged to Edison's power lines. The IC or our contractor had not gotten us a generator yet. I tried calling other resources but the commutations were so difficult to use that I made one call to Ca/Warn for assistance. With-in 30 minutes, I was told Yucaipa would be suppling us a generator. This was a relief and a blessing.

Two hours later, I felt deploying your generator was safe from the fire and we were able to supply the energy needed to our wells which truly made a difference to us and the Oak Glen community. We used your generator for four days. I must note your assistance was offered at the same time that the El Dorado Fire was spreading into the City of Yucaipa and your service area in which require your water districts attention. This was a true act of comradeship in dealing with this general emergency.

We did not have any damage to our facilities. Our water levels never dropped below 75% thanks to your help. Also, your employees, John, Steve and Joe where very professional and efficient in their service. I let my Board of Directors of your assistance and they also express their grateful thanks. It is a very reassuring feeling to know we have great neighbors.

In sincere thanks,

*Scott A Hudson*  
Scott Hudson, General Manager

Oak Glen Domestic Water Company

# Discussion Items



Yucaipa Valley Water District



**Date:** October 6, 2020

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

**Subject:** Approval of Fund Transfer Nos. 10 and 11 for the Purchase of Property at 12806 Second Street, Yucaipa

**Recommendation:** That the Board adopt Resolution No. 2020-48 to authorize the transfer of reserve funds for the purchase of property at 12806 Second Street, Yucaipa.

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At the board meeting on September 22, 2020 [Director Memorandum 20-141], the Board authorized the General Manager to execute the necessary agreements and escrow documents to complete the property transaction.

The purpose of this memorandum is to authorize the transfer of reserve funds for the purchase of this property.



**RESOLUTION NO. 2020-48**

**RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT  
TRANSFERRING FUNDS WITHIN THE WATER FUND AS TRANSFER NO. 10, AND  
THE SEWER FUND AS TRANSFER NO. 11 FOR FISCAL YEAR 2021**

WHEREAS, the Yucaipa Valley Water District recognizes the importance of funding projects and programs within the District with funds set aside for this purpose, and

WHEREAS, the Board of Directors has authorized the purchase of property at 12806 Second Street, Yucaipa for a total sum not to exceed \$215,000.00.

NOW, THEREFORE, the Board of Directors of the Yucaipa Valley Water District hereby RESOLVE, DETERMINE, and ORDER as follows:

- Section 1: Fund Transfer No. 10 in the amount of \$107,500.00 from the Water Fund Infrastructure Reserves (02-000-10311) to fund 50% of the purchase of the property.
- Section 2: Fund Transfer No. 11 in the amount of \$107,500.00 from the Sewer Fund Infrastructure Reserves (03-000-10311) to fund 50% of the purchase of the property.

PASSED, APPROVED and ADOPTED this 6<sup>th</sup> day of October 2020.

YUCAIPA VALLEY WATER DISTRICT

\_\_\_\_\_  
Chris Mann, President Board of Directors

ATTEST:

\_\_\_\_\_  
Joseph B. Zoba, General Manager



**Date:** October 6, 2020

**Prepared By:** Jennifer Ares, Water Resource Manager

**Subject:** Overview of the Wilson Creek Basin Artificial Recharge Program

**Recommendation:** Staff Presentation – No Action Required.

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Yucaipa Valley Water District (YVWD) imports water for local groundwater recharge in the Wilson Creek Basins and occasionally the Oak Glen Creek Basins. The San Bernardino County Flood Control District (Flood Control District) owns the flood control basins and San Bernardino Valley Municipal Water District (SBVMWD) has a Use Agreement with the Flood Control District to operate the basins. YVWD is the primary agency that utilizes the Wilson Creek Basins for recharge activities.

Basin recharge requires environmental permits in order to conduct the annual maintenance. In the past, permits were held by the Flood Control District but have since expired. In addition, a Spreading Agreement with the Flood Control District is required to conduct recharge within their facilities.



The purpose of this agenda item is to provide an overview of the proposed artificial recharge program at the Wilson Creek Spreading Basins.



**Date:** October 6, 2020

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

**Subject:** Approval of the Terms and Conditions of Employment for Management-Supervisory Employees of the Yucaipa Valley Water District

**Recommendation:** That the Board approves the Memorandum of Agreement with the Management-Supervisory Employees as presented.

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Attached is a Memorandum of Agreement with the Management-Supervisory Employees of the Yucaipa Valley Water District for your review and consideration.

At this time, the Management-Supervisory Employees recommend the following changes to the MOA:

- Contract Term through June 30, 2026
- Deferred Compensation Contribution:
  - Increase in the maximum match each year of the contract
  - Conversion of Accrued Sick Leave to Deferred Compensation – reduce minimum hour balance and increase number of hours allowed to transfer per pay period
- Conversion of Accrued Vacation Leave to Deferred Compensation-new
  - Reduce maximum hours of vacation
- Overtime
  - Option to apply balance of compensatory time to deferred compensation once per year
  - Option to cash out balance of compensatory time to deferred compensation once per year

## MEMORANDUM OF AGREEMENT

### TERMS AND CONDITIONS OF EMPLOYMENT FOR MANAGEMENT-SUPERVISORY EMPLOYEES OF THE YUCAIPA VALLEY WATER DISTRICT

The following are the terms and conditions of employment for the Management-Supervisory Employees of the Yucaipa Valley Water District ("District" or "YVWD"), effective July 1, 2020, and ending on June 30, 2026. Each may be referred to herein as a "Party" and jointly as the "Parties".

**1.0 Application.** This Agreement applies to the Management - Supervisory Employees of the District pursuant to Resolution No. 18-2006 adopted on June 21, 2006 and is entered into pursuant to the Meyer-Millias-Brown Act (Government Code Sections 3500-3511). Management - Supervisory Employees are defined as those employees who have the authority, in the interest of the District, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees, or the responsibility to direct them, or to adjust their grievances, or effectively to recommend such action, requiring the use of independent judgment., and includes the following job classifications at the District: Senior Integrated Operator (Grade V); Senior Plant Operator (Supervisor); Administrative Supervisor; Project Manager; Public Works Supervisor; Water Resource Specialist; Senior Engineering Technician; Management Analyst; Information Systems Specialist, and other positions assigned pursuant to the General Manager.

This Agreement shall also apply to confidential classified employees.

**2.0 Term.** This Agreement shall continue in effect for six (6) fiscal years until June 30, 2026 unless amended by mutual agreement between the Parties.

**3.0 Merit Salary System.** The Merit Salary system shall utilize a scale of 0% to 6% for the contract term only. In accordance with established negotiated practice, evaluations shall be effective on April 1<sup>st</sup> of each year of the term of this Agreement.

**4.0 Medical Insurance Provisions.** During the term of this Agreement, the Management - Supervisory Employees hereby assigns authority and discretion to the District's Board of Directors to select any medical plan similar to the coverage provided as of June 30, 2020. At each future change in cost for HMO medical provider coverage, the District's Board of Directors shall pay a fixed monthly amount based on the average (except for Health Net Salud y Mas) of the single employee, employee plus one, and family plans multiplied by a factor of 1.30. The employee shall be responsible for any cost above that fixed amount paid by the District.

**5.0 District Contribution to Public Employee Retirement System (PERS) Retirement.** Effective February 26, 2018, the Classic PERS unit members shall be responsible for paying the employee portion of the PERS retirement contribution. Consistent with the Public Employees' Pension Reform Act of 2013, new members entering the Public Employees' Retirement System after January 1, 2013, shall contribute 8% of his/her gross salary to pay for the retirement benefits offered by PERS.

**6.0 Deferred Compensation Contribution.** Exclusive of any contribution made by the District to an employee's deferred compensation account (such as unused medical, sick leave to deferred compensation or other deferred compensation contribution) outside of this provision, the



District will contribute a matched amount per payroll period (26 payroll periods per year) up to the maximum amounts listed below:

- July 1, 2020 – June 30, 2021: \$283/per payroll period
- July 1, 2021 – June 30, 2022: \$293/per payroll period
- July 1, 2022 – June 30, 2023: \$303/per payroll period
- July 1, 2023 – June 30, 2024: \$313/per payroll period
- July 1, 2024 – June 30, 2025: \$323/per payroll period
- July 1, 2025 – June 30, 2026: \$333/per payroll period

Conversion of Accrued Sick Leave to Deferred Compensation - Supervisory employees with an excess of 300 hours of sick leave are also eligible to convert up to 10 hours of sick leave per pay period up to the maximum contribution amounts allowed by the 457(b) regulations. At no time can an employee contribute sick leave hours to deferred compensation with a balance of sick leave below 300 hours.

**7.0 Vacation Leave.** Supervisory employees may accumulate vacation credits up to a maximum of 200 hours. Any supervisory employee with a balance of vacation leave greater than 200 hours as of June 30, 2021 will have the excess time transferred to his/her deferred compensation plan.

Conversion of Accrued Vacation Leave to Deferred Compensation – Supervisory employees with an excess of 160 hours of vacation leave are also eligible to convert up to 8 hours of vacation leave per pay period up to the maximum contribution amounts allowed by the 457(b) regulations. At no time can an employee contribute vacation leave hours to deferred compensation with a balance of vacation leave below 160 hours.

**8.0 Overtime.** Supervisory employees may elect (by October 31<sup>st</sup>) to apply any balance of compensatory time to deferred compensation once a year in November. In addition, the supervisory employee may also elect (by October 31<sup>st</sup>) to cash out any balance of compensatory time once a year in November. If the employee is interested in transferring to deferred compensation and/or a cash out, he/she shall notify the Payroll Clerk in writing by October 31<sup>st</sup>. If the Payroll Clerk does not receive notification in writing by October 31<sup>st</sup> the compensatory balance will remain intact. Supervisory employees may carry a balance of compensatory time up to 80 hours. This balance may be replenished throughout the year, but shall not exceed 80 hours at any time.

**9.0 Salary Survey.** The District's Board of Directors reserves the sole and absolute right to evaluate and/or implement salary schedule adjustments or modifications during the term of this Agreement.

**10.0 Consistency with Other Bargaining Groups.** If the other bargaining groups (General Employee or Management-Exempt Employee) bargaining unit(s) receive an increase in compensation higher than the terms and conditions set forth in this Agreement with the Management - Supervisory Employees, such increase(s) will also be granted to the Management - Supervisory Employees up to June 30, 2026.

**11.0 Implementation.** All provisions within this Agreement shall become effective based on the approval date by the Yucaipa Valley Water District Board of Directors.

**Management - Supervisory Employees:**

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

**Yucaipa Valley Water District:**

\_\_\_\_\_  
Chris Mann, President

\_\_\_\_\_  
Date

## Yucaipa Valley Water District - Salary Ranges and Job Titles

Effective 7/1/2020

Range	Range Minimum	Range Maximum	Range Bonus	Administration Department	Public Works Departments	Water and Sewer Departments
130	\$9,502	\$11,878	\$12,472			
129	\$9,348	\$11,685	\$12,269			
128	\$9,196	\$11,496	\$12,070			
127	\$9,047	\$11,309	\$11,874			
126	\$8,900	\$11,125	\$11,682			
125	\$8,756	\$10,945	\$11,492			
124	\$8,614	\$10,767	\$11,306			Senior Integrated Operator (Grade V)
123	\$8,474	\$10,592	\$11,122			
122	\$8,336	\$10,420	\$10,941			
121	\$8,201	\$10,251	\$10,764			
120	\$8,068	\$10,085	\$10,589			
119	\$7,934	\$9,918	\$10,413			
118	\$7,800	\$9,750	\$10,238	Project Manager		
117	\$7,666	\$9,583	\$10,062		Public Works Supervisor	
116	\$7,533	\$9,416	\$9,887			
115	\$7,399	\$9,249	\$9,711			
114	\$7,265	\$9,081	\$9,535			Senior Plant Operator
113	\$7,131	\$8,914	\$9,360	Administrative Supervisor/Water Resource Specialist		
112	\$6,997	\$8,747	\$9,184			
111	\$6,864	\$8,579	\$9,008	Information Systems Specialist		
110	\$6,730	\$8,412	\$8,833	Senior Engineering Technician		
109	\$6,596	\$8,245	\$8,657			
108	\$6,462	\$8,078	\$8,482			
107	\$6,328	\$7,910	\$8,306			
106	\$6,194	\$7,743	\$8,130	Management Analyst		
105	\$6,061	\$7,576	\$7,955			
104	\$5,927	\$7,409	\$7,779			



## Yucaipa Valley Water District - Salary Ranges and Job Titles

Effective 7/1/2021

Range	Range Minimum	Range Maximum	Range Bonus	Administration Department	Public Works Departments	Water and Sewer Departments
130	\$9,740	\$12,175	\$12,784			
129	\$9,582	\$11,977	\$12,576			
128	\$9,426	\$11,783	\$12,372			
127	\$9,273	\$11,592	\$12,171			
126	\$9,123	\$11,404	\$11,974			
125	\$8,975	\$11,218	\$11,779			
124	\$8,829	\$11,036	\$11,588			Senior Integrated Operator (Grade V)
123	\$8,686	\$10,857	\$11,400			
122	\$8,545	\$10,681	\$11,215			
121	\$8,406	\$10,508	\$11,033			
120	\$8,270	\$10,337	\$10,854			
119	\$8,132	\$10,166	\$10,674			
118	\$7,995	\$9,994	\$10,494	Project Manager		
117	\$7,858	\$9,823	\$10,314		Public Works Supervisor	
116	\$7,721	\$9,651	\$10,134			
115	\$7,584	\$9,480	\$9,954			
114	\$7,447	\$9,308	\$9,774			Senior Plant Operator
113	\$7,309	\$9,137	\$9,594	Administrative Supervisor/Water Resource Specialist		
112	\$7,172	\$8,965	\$9,414			
111	\$7,035	\$8,794	\$9,234	Information Systems Specialist		
110	\$6,898	\$8,622	\$9,054	Senior Engineering Technician		
109	\$6,761	\$8,451	\$8,874			
108	\$6,624	\$8,280	\$8,694			
107	\$6,487	\$8,108	\$8,514			
106	\$6,349	\$7,937	\$8,334	Management Analyst		
105	\$6,212	\$7,765	\$8,153			
104	\$6,075	\$7,594	\$7,973			

## Yucaipa Valley Water District - Salary Ranges and Job Titles

Effective 7/1/2022

Range	Range Minimum	Range Maximum	Range Bonus	Administration Department	Public Works Departments	Water and Sewer Departments
130	\$9,983	\$12,479	\$13,103			
129	\$9,821	\$12,277	\$12,891			
128	\$9,662	\$12,078	\$12,681			
127	\$9,505	\$11,881	\$12,476			
126	\$9,351	\$11,689	\$12,273			
125	\$9,199	\$11,499	\$12,074			
124	\$9,050	\$11,312	\$11,878			Senior Integrated Operator (Grade V)
123	\$8,903	\$11,129	\$11,685			
122	\$8,758	\$10,948	\$11,495			
121	\$8,616	\$10,770	\$11,309			
120	\$8,476	\$10,595	\$11,125			
119	\$8,336	\$10,420	\$10,941			
118	\$8,195	\$10,244	\$10,756	Project Manager		
117	\$8,055	\$10,068	\$10,572		Public Works Supervisor	
116	\$7,914	\$9,892	\$10,387			
115	\$7,773	\$9,717	\$10,203			
114	\$7,633	\$9,541	\$10,018			Senior Plant Operator
113	\$7,492	\$9,365	\$9,834	Administrative Supervisor/Water Resource Specialist		
112	\$7,352	\$9,190	\$9,649			
111	\$7,211	\$9,014	\$9,464	Information Systems Specialist		
110	\$7,070	\$8,838	\$9,280	Senior Engineering Technician		
109	\$6,930	\$8,662	\$9,095			
108	\$6,789	\$8,487	\$8,911			
107	\$6,649	\$8,311	\$8,726			
106	\$6,508	\$8,135	\$8,542	Management Analyst		
105	\$6,367	\$7,959	\$8,357			
104	\$6,227	\$7,784	\$8,173			

## Yucaipa Valley Water District - Salary Ranges and Job Titles

Effective 7/1/2023

Range	Range Minimum	Range Maximum	Range Bonus	Administration Department	Public Works Departments	Water and Sewer Departments
130	\$10,233	\$12,791	\$13,431			
129	\$10,067	\$12,584	\$13,213			
128	\$9,904	\$12,379	\$12,998			
127	\$9,743	\$12,179	\$12,787			
126	\$9,585	\$11,981	\$12,580			
125	\$9,429	\$11,786	\$12,376			
124	\$9,276	\$11,595	\$12,175			Senior Integrated Operator (Grade V)
123	\$9,125	\$11,407	\$11,977			
122	\$8,977	\$11,222	\$11,783			
121	\$8,832	\$11,040	\$11,591			
120	\$8,688	\$10,860	\$11,403			
119	\$8,544	\$10,680	\$11,214			
118	\$8,400	\$10,500	\$11,025	Project Manager		
117	\$8,256	\$10,320	\$10,836		Public Works Supervisor	
116	\$8,112	\$10,140	\$10,647			
115	\$7,968	\$9,960	\$10,458			
114	\$7,824	\$9,780	\$10,269			Senior Plant Operator
113	\$7,680	\$9,599	\$10,079	Administrative Supervisor/Water Resource Specialist		
112	\$7,535	\$9,419	\$9,890			
111	\$7,391	\$9,239	\$9,701	Information Systems Specialist		
110	\$7,247	\$9,059	\$9,512	Senior Engineering Technician		
109	\$7,103	\$8,879	\$9,323			
108	\$6,959	\$8,699	\$9,134			
107	\$6,815	\$8,519	\$8,945			
106	\$6,671	\$8,338	\$8,755	Management Analyst		
105	\$6,527	\$8,158	\$8,566			
104	\$6,383	\$7,978	\$8,377			

## Yucaipa Valley Water District - Salary Ranges and Job Titles

Effective 7/1/2024

Range	Range Minimum	Range Maximum	Range Bonus	Administration Department	Public Works Departments	Water and Sewer Departments
130	\$10,489	\$13,111	\$13,767			
129	\$10,319	\$12,898	\$13,543			
128	\$10,151	\$12,689	\$13,323			
127	\$9,986	\$12,483	\$13,107			
126	\$9,824	\$12,280	\$12,894			
125	\$9,665	\$12,081	\$12,685			
124	\$9,508	\$11,885	\$12,479			Senior Integrated Operator (Grade V)
123	\$9,354	\$11,692	\$12,277			
122	\$9,202	\$11,502	\$12,077			
121	\$9,052	\$11,316	\$11,881			
120	\$8,905	\$11,132	\$11,688			
119	\$8,758	\$10,947	\$11,495			
118	\$8,610	\$10,763	\$11,301	Project Manager		
117	\$8,462	\$10,578	\$11,107		Public Works Supervisor	
116	\$8,315	\$10,393	\$10,913			
115	\$8,167	\$10,209	\$10,719			
114	\$8,019	\$10,024	\$10,525			Senior Plant Operator
113	\$7,872	\$9,839	\$10,331	Administrative Supervisor/Water Resource Specialist		
112	\$7,724	\$9,655	\$10,137			
111	\$7,576	\$9,470	\$9,944	Information Systems Specialist		
110	\$7,428	\$9,285	\$9,750	Senior Engineering Technician		
109	\$7,281	\$9,101	\$9,556			
108	\$7,133	\$8,916	\$9,362			
107	\$6,985	\$8,732	\$9,168			
106	\$6,838	\$8,547	\$8,974	Management Analyst		
105	\$6,690	\$8,362	\$8,780			
104	\$6,542	\$8,178	\$8,587			

## Yucaipa Valley Water District - Salary Ranges and Job Titles

Effective 7/1/2025

Range	Range Minimum	Range Maximum	Range Bonus	Administration Department	Public Works Departments	Water and Sewer Departments
130	\$10,489	\$13,111	\$13,767			
129	\$10,319	\$12,898	\$13,543			
128	\$10,151	\$12,689	\$13,323			
127	\$9,986	\$12,483	\$13,107			
126	\$9,824	\$12,280	\$12,894			
125	\$9,665	\$12,081	\$12,685			
124	\$9,508	\$11,885	\$12,479			Senior Integrated Operator (Grade V)
123	\$9,354	\$11,692	\$12,277			
122	\$9,202	\$11,502	\$12,077			
121	\$9,052	\$11,316	\$11,881			
120	\$8,905	\$11,132	\$11,688			
119	\$8,758	\$10,947	\$11,495			
118	\$8,610	\$10,763	\$11,301	Project Manager		
117	\$8,462	\$10,578	\$11,107		Public Works Supervisor	
116	\$8,315	\$10,393	\$10,913			
115	\$8,167	\$10,209	\$10,719			
114	\$8,019	\$10,024	\$10,525			Senior Plant Operator
113	\$7,872	\$9,839	\$10,331	Administrative Supervisor/Water Resource Specialist		
112	\$7,724	\$9,655	\$10,137			
111	\$7,576	\$9,470	\$9,944	Information Services Specialist		
110	\$7,428	\$9,285	\$9,750	Senior Engineering Technician		
109	\$7,281	\$9,101	\$9,556			
108	\$7,133	\$8,916	\$9,362			
107	\$6,985	\$8,732	\$9,168			
106	\$6,838	\$8,547	\$8,974	Management Analyst		
105	\$6,690	\$8,362	\$8,780			
104	\$6,542	\$8,178	\$8,587			

# Board Reports and 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  
72 full time employees

**FY 2019-20 Operating Budget:** Water Division - \$14,455,500  
Sewer Division - \$12,217,712  
Recycled Water Division - \$1,301,447

**Number of Services:** 13,794 drinking water connections serving 19,243 units  
14,104 sewer connections serving 22,774 units  
111 recycled water connections serving 460 units

**Water System:** 223 miles of drinking water pipelines  
2,033 fire hydrants  
27 reservoirs - 34 million gallons of storage capacity  
18 pressure zones  
2.958 billion gallon annual drinking water demand  
Two water filtration facilities:  
- 1 mgd at Oak Glen Surface Water Filtration Facility  
- 12 mgd at Yucaipa Valley Regional Water Filtration Facility

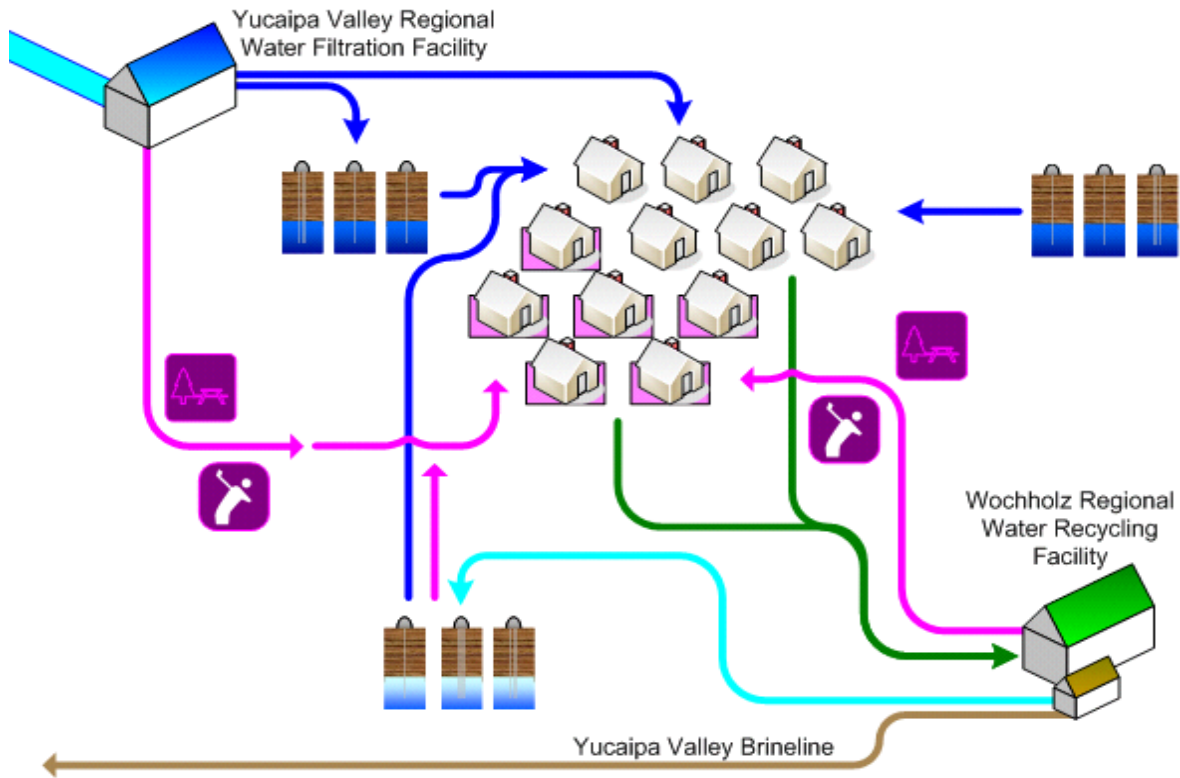
**Sewer System:** 8.0 million gallon treatment capacity - current flow at 3.5 mgd  
213 miles of sewer mainlines  
4,504 sewer manholes  
5 sewer lift stations  
1.27 billion gallons of recycled water produced per year

**Recycled Water:** 22 miles of recycled water pipelines  
5 reservoirs - 12 million gallons of storage  
0.681 billion gallon annual recycled water demand

**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



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



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



	San Bernardino Valley Municipal Water District	San Gorgonio Pass Water Agency
Service Area Size	353 square miles	222 square miles
Table "A" Water Entitlement	102,600 acre feet	17,300 acre feet
Imported Water Rate	\$125.80 / acre foot	\$399 / acre foot
Tax Rates for FY 2019-20	\$0.1425 per \$100	\$0.1775 per \$100
Number of Board Members	Five (5)	Seven (7)
Operating Budget FY 2019-20	\$58,372,000	\$9,551,000

**Imported Water Charges (Pass-through State Water Project Charge)**

- San Bernardino Valley Municipal Water District - Customers in San Bernardino County or City of Yucaipa pay a pass-through amount of \$0.270 per 1,000 gallons.
- San Gorgonio Pass Water Agency - Customers in Riverside County or City of Calimesa pay a pass-through amount of \$0.660 per 1,000 gallons. A proposed rate change to \$0.857 per 1,000 gallons is pending future consideration by YVWD.





## 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 farmland 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
SGMA	Sustainable Groundwater Management Act
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