



Yucaipa Valley Water District

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

Notice and Agenda of a Meeting of the Board of Directors

Tuesday, January 12, 2021 at 4:00 p.m.

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>
Passcode: 765589**

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. 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.

- 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

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 - December 22, 2020

V. STAFF REPORT

VI. DISCUSSION ITEMS

- A. Discussion Regarding the Assignment of Individuals to Represent the District in Small Claims Court [[Director Memorandum No. 21-001 - Page 13 of 38](#)]
RECOMMENDED ACTION: That the Board adopt Resolution No. 2021-01.
- B. Discussion Regarding the Adoption of Resolution No. 2021-02 Approving an Investment Policy and Appointment of the General Manager as the District Investment Officer [[Director Memorandum No. 21-002 - Page 15 of 38](#)]
RECOMMENDED ACTION: That the Board adopts Resolution No. 2021-02.
- C. Adoption of Updated Drinking Water and Recycled Water Meter Installation Costs for 2021 [[Director Memorandum No. 21-003 - Page 24 of 38](#)]
RECOMMENDED ACTION: That the Board adopt Resolution No. 2021-03.
- D. Discussion Regarding the Notification of Unclaimed Funds [[Director Memorandum No. 21-004 - Page 27 of 38](#)]
RECOMMENDED ACTION: Staff report – No action needed at this time.
- E. Reorganization of the Members of the Board of Directors [[Director Memorandum No. 21-005 - Page 28 of 38](#)]
RECOMMENDED ACTION: That the Board takes the following action to elect officers:
 - 1. Nominate and select a President;
 - 2. Nominate and select a Vice-President; and
 - 3. Adopt Resolution No. 2021-04 Confirming the Election of Officers.

VII. BOARD REPORTS & DIRECTOR COMMENTS

VIII. ANNOUNCEMENTS

- A. January 19, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- B. January 26, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- C. February 2, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- D. February 9, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- E. February 16, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- F. February 23, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- G. March 2, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- H. March 9, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- I. March 16, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- J. March 23, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- K. March 30, 2021 at 4:00 p.m. - Board Meeting - **Teleconference Only**
- L. April 6, 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.

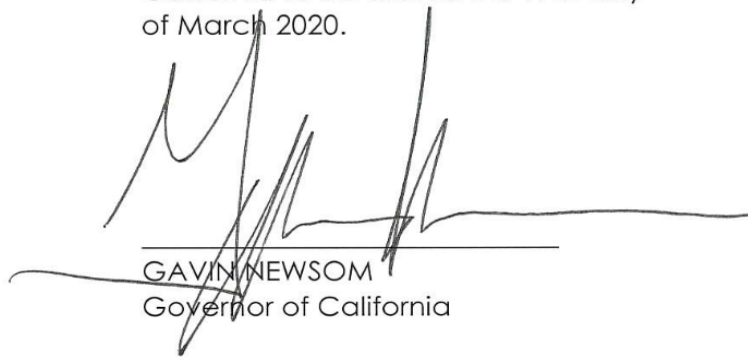
All of the foregoing provisions concerning the conduct of public meetings shall apply only during the period in which state or local public health officials have imposed or recommended social distancing measures.

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.



A handwritten signature in black ink, appearing to read 'Gavin Newsom', is written over a horizontal line. Below the line, the text 'GAVIN NEWSOM' and 'Governor of California' is printed.

GAVIN NEWSOM
Governor of California

Consent Calendar



Yucaipa Valley Water District

MINUTES OF A BOARD MEETING - TELECONFERENCE

December 22, 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:

Jennifer Ares, Water Resource Manager
Chelsie Fogus, Administrative Assistant I
Ashley Gibson, Regulatory Compliance Manager
Dustin Hochreiter, Senior Engineering Technician
Tim Mackamul, Operations Manager
Mike Rivera, Public Works Supervisor
John Wrobel, Operations Manager
Joseph Zoba, General Manager

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

Logan Largent, Ortega Strategies Group
Larry Smith, San Geronio Pass Water Agency

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> using 765589.

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 Dennis Miller seconded the motion.

A. Minutes of Meetings

1. Board Meeting - December 15, 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 reported on the following items:

- Beginning on Monday, December 28, 2020, the District office will be closed to customers. Employees will be telecommuting while the water and sewer operations will be properly staffed to reduce the risk of COVID-19 transmission following the Christmas and New Year holidays. The office will reopen to the public and normal operations will resume on Monday, January 11, 2020.

DISCUSSION ITEMS:

DM 20-182

Consideration to
Purchase an Industrial
Scale for the Wochholz
Regional Water
Recycling Facility

Regulatory Compliance Manager Ashley Gibson provided an overview of the industrial scale needed to weigh the grit and debris collected from the headworks at the Wochholz Regional Water Recycling Facility.

Director Jay Bogh moved that the Board approve the purchase of the Avery Weigh Tronix and Weight Indicator from Michelli Measurement Group for a sum not to exceed \$10,205.

Director Dennis Miller seconded the motion.

The motion was approved by the following vote:

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

DM 20-183

AWARD OF A
CONSTRUCTION
CONTRACT FOR THE
DEMOLITION OF
STRUCTURES
LOCATED AT 12086

Water Resource Manager Jennifer Ares and Senior Engineering Technician Dustin Hochreiter provided an overview of the environmental documentation and bid results for the demolition of structures on District properties.

Director Jay Bogh moved that the Board (1) adopt Resolution No. 2020-62 approving the Notice of Exemption for the project; (2) award a construction contract with Earthworks Engineering for a

SECOND STREET,
12816 SECOND
STREET, 12834
SECOND STREET, AND
A STORAGE
STRUCTURE ON
SECOND STREET,
YUCAIPA

sum not to exceed \$92,375; and (3) adopt Resolution No. 2020-63 transferring funds from Water Infrastructure Reserves to fund the construction contract.

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 20-184

CONSIDERATION OF
DEVELOPMENT
AGREEMENT NO. 2020-
05 WITH ACAA LIMITED
PARTNERSHIPS FOR
THE YUCAIPA
GATEWAY PLAZA
PROJECT, YUCAIPA

General Manager Joseph Zoba provided an overview of Development Agreement No. 2020-05 for the Yucaipa Gateway Plaza Project.

Director Dennis Miller moved that the Board authorize the Board President to execute Development Agreement No. 2020-05.

Director Jay Bogh 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 Joyce McIntire reported on the San Gorgonio Pass Water Agency board meeting held on December 21, 2020.

ANNOUNCEMENTS

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

ADJOURNMENT

The meeting was adjourned at 4:25 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)

Staff Report



Yucaipa Valley Water District

Discussion Items



Yucaipa Valley Water District



Yucaipa Valley Water District

Director Memorandum 21-001

Date: January 12, 2021

Prepared By: Joseph B. Zoba, General Manager

Subject: Discussion Regarding the Assignment of Individuals to Represent the District in Small Claims Court

Recommendation: That the Board adopt Resolution No. 2021-01.

Every year the Board of Directors updates and adopts a resolution appointing representatives to act on behalf of the District in small claims court. The following resolution will be presented at the next board meeting for possible adoption.

RESOLUTION NO. 2021-01

A RESOLUTION APPOINTING A CORPORATE REPRESENTATIVE TO SMALL CLAIMS COURT

UNREPRESENTED PARTY (Name and Address): Yucaipa Valley Water District 12770 Second Street, Yucaipa, California 92399		TELEPHONE NUMBER (909) 797-5119	FOR COURT USE ONLY
NAME OF COURT: Superior Court, Small Claims Division			
STREET ADDRESS:			
MAILING ADDRESS:			
CITY AND ZIP CODE:			
BRANCH NAME:			
PLAINTIFF: Not Applicable			
DEFENDANT: Not Applicable			
RESOLUTION - APPOINTING A CORPORATE REPRESENTATIVE			CASE NUMBER:

It appearing to the Board of Directors of the Yucaipa Valley Water District, a corporation qualified to do business in the State of California, that it is desirable and necessary to appoint an officer/employee of this corporation to act for and in its behalf in the Small Claims Court.

And it further appearing that Joseph Zoba, Allison Edmisten, Matthew Porras, and Mike Kostelecky as an officer/employee of Yucaipa Valley Water District is a suitable individual for such appointment; and said officer/employee is not employed solely for the purpose of representing said corporation.

Be it resolved that Joseph B. Zoba, and/or Allison Edmisten, and/or Matthew Porras, and/or Mike Kostelecky is/are appointed to represent and appear for said corporation in the lawful process of any and all claims filed in said court and is further authorized and empowered to accept service of process issued by said court, for and on behalf of said corporation.

I certify that the foregoing resolution was adopted by the Board of Directors of the Yucaipa Valley Water District, at a regular meeting held on January 12, 2021.

Chris Mann, President

(SEAL)

Joseph B. Zoba, Secretary

THE LOCAL BUSINESS ADDRESS OF SAID CORPORATION IS:

Yucaipa Valley Water District
12770 Second Street,
Yucaipa, California 92399

SIGNATURE OF AGENT SO APPOINTED

NAME AND TITLE OF AGENT SO APPOINTED



Yucaipa Valley Water District

Director Memorandum 21-002

Date: January 12, 2020

Prepared By: Allison M. Edmisten, Chief Financial Officer

Subject: Discussion Regarding the Adoption of Resolution No. 2021-02 Approving an Investment Policy and Appointment of the General Manager as the District Investment Officer

Recommendation: That the Board adopts Resolution No. 2021-02.

On January 21, 2020, the Board of Directors adopted the current investment policy as Resolution No. 2020-04 [Director Memorandum No. 20-012].

Each year the District staff presents the investment policy for review by the Board of Directors. If no modifications are necessary, the District staff recommends adoption of the attached resolution.

RESOLUTION NO. 2021-02

**A RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT
APPROVING AN INVESTMENT POLICY AND APPOINTING
THE GENERAL MANAGER AS THE DISTRICT INVESTMENT OFFICER**

WHEREAS, California Government Code, Section 53646, requires the annual adoption of an investment policy.

NOW, THEREFORE, the Yucaipa Valley Water District hereby resolves as follows:

Section 1: Adoption of Investment Policy.

Pursuant to Government Code 53600 et seq., the “Yucaipa Valley Water District Statement of Investment Policy” is hereby approved as attached hereto and incorporated herein by this reference.

Section 2: Appointment of Investment Officer.

The General Manager of the District is hereby appointed as the District’s Investment Officer and is authorized and directed to do all things necessary to implement the Investment Policy.

PASSED, APPROVED and ADOPTED this 12th day of January 2021.

YUCAIPA VALLEY WATER DISTRICT

ATTEST:

Chris Mann, President Board of Directors

Joseph B. Zoba, General Manager



STATEMENT OF INVESTMENT POLICY

January 12, 2021

INTRODUCTION

The purpose of this policy is to provide broad guidelines to the District Investment Officer, who is charged with the responsibility for the investment of funds for the District. All investments by the District shall be governed by State law and by this policy.

The District Investment Officer is responsible for administering the District's investments. In furtherance of this responsibility, the District Investment Officer shall issue and administer detailed Investment Instructions which may change periodically, and which will implement this Investment Policy. The investment of bond proceeds will be further restricted by the provisions of relevant bond documents.

POLICY GUIDELINES

1) Prudence

The standard of prudence to be used by the District Investment Officer shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. All persons investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds shall act with care, skill, prudence, and diligence in order to safeguard the principal amount of the investments and maintain the liquidity needs of the District.

2) Objectives

The primary objectives, in priority order, of the District's investment activities shall be:

- A. Safety of Principal. The investments shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.
- B. Liquidity. The investment portfolio will remain sufficiently liquid to enable the District to meet its cash flow requirements.
- C. Return on Investment. The investment portfolio shall be designed with the objective of attaining a market rate of return on its investments consistent with the constraints imposed by its safety objective and cash flow requirements.

3) Delegation of Authority

The management and oversight responsibility for the investment program is hereby delegated to the District Investment Officer who shall monitor and review all investments for consistency with

this investment policy. No person may engage in an investment transaction except as provided under the limits of this policy. The District Investment Officer shall maintain investment instructions for internal and external management of investments consistent with State Government Code requirements. The District may contract for the use of investment manager services subject to all other provisions of this Investment Policy. The District Investment Officer shall maintain a list of authorized broker/dealers and financial institutions that are approved for investment purposes, and it shall be the policy of the District staff to purchase securities only from those authorized institutions or firms.

4) Investment Oversight Committee

There is hereby established an Investment Oversight Committee, which shall consist of the Investment Officer, the District's Controller, and the members of the Board of Directors.

It shall be the responsibility of the Committee to:

- A. Review changes in investment practices of the Investment Officer for compliance with the Investment Policy and investment transaction instructions and procedures;
- B. Review the District's monthly Unaudited Financial Report for adherence to this Investment Policy and investment instructions and procedures in the event that said Report is not presented at a workshop of the Board; and
- C. Identify any deviations from the Investment Policy or any investment instructions or procedures which are deemed imprudent.

To maintain full financial transparency of the District's operations, an unaudited financial report will be provided monthly to the Board of Directors at a workshop meeting prior to being presented at a board meeting. The presentation of the monthly financial report shall be the preferred mechanism to be used to provide all financial information to the entire Board and the public.

5) Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions. Officers and employees involved in the investment process shall abide by the District's Conflict of Interest Code, California Government Code, Section 1090, and the California Political Reform Act.

6) Authorized and Acceptable Investments

Government Code, Section 53601 sets forth the eligible investments for the District. All investments purchased for the District shall be delivered, either by book entry or physical delivery, to the District's third party custodian. All investments of the District shall have the Yucaipa Valley Water District as registered owner.

- A. As to the District's surplus funds generally (excluding funds from bond proceeds), the District's Investment Officer is authorized to invest such funds as follows:
 - 1. Local Agency Investment Fund - The District Investment Officer may invest in the Local Agency Investment Fund (LAIF) established by the State Treasurer for the benefit of local agencies. There is no minimum investment period and the minimum transaction is \$5,000, in multiples of

\$1,000 above that, with a maximum of \$30 million for any agency. The LAIF offers high liquidity because deposits can be converted to cash in 24 hours and no interest is lost. All interest is distributed to those agencies participating on a proportionate share.

2. Passbook Savings Accounts and Demand Deposit Accounts - For purposes of this policy, passbook savings accounts and demand deposit accounts and bank money-market accounts shall be considered appropriate investments. The District may earn interest on idle funds in such accounts at a federally-insured institution.
 3. United States Government Securities - U.S. Treasury Bills, Notes, Bonds and Certificates of Indebtedness, or those for which the full faith and credit of the United States are pledged for payment of principal and interest and are not subject to any limitations. Since this investment category is considered to be extremely safe and liquid, there is no limitation as to the percentage of the District's portfolio that can be invested in these types of investments.
- B. As to the District's bond proceeds, and subject to the Board's approval, such proceeds may be invested by the District Investment Officer in the following investments authorized under California Government Code, Sections 53601, 53635 and 53635.2:
1. United States Treasury notes, bonds, bills or certificates of indebtedness or other obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest;
 2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Certain short-term obligations of agencies or instrumentalities of the United States Government may be backed only by the issuing agency or instrumentality and may not be backed by the full faith and credit of the United States Government. For example, securities issued by the Federal Home Loan Banks and the Freddie Mac are supported only by the credit of the agency or instrumentality that issued them, and not by the United States Government, and securities issued by the Federal Farm Credit System and the Fannie Mae are supported by the agency's or instrumentality's right to borrow money from the U.S. Treasury under certain circumstances;
 3. Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by this state or by a department, board, agency, or authority of this state.
 4. Bonds, notes, warrants, or other evidence of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

5. Bankers acceptances (otherwise known as bills of exchange or time drafts) that are drawn on and accepted by a commercial bank which are eligible for purchase by the Federal Reserve System. Such banker's acceptances may not exceed 180 days maturity. No more than forty percent (40%) of the District's money may be invested in such banker's acceptances. No more than thirty percent (30%) of the District's money may be invested in the banker's acceptances of any one commercial bank. The commercial bank shall have the highest short-term letter and numerical rating as provided by Moody's Investors Service, Inc. ("Moody's") or Standard & Poor's Rating Agency ("Standard & Poor's");
6. Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (a) or paragraph (b):
 - (a) The entity is organized and operating in the United States as a general corporation, and has total assets in excess of \$500 million, and has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO.
 - (b) The entity is organized within the United States as a special purpose corporation, trust, or limited liability company, has a program wide credit enhancement including, but not limited to, over collateralization, letters of credit or surety bond, and has commercial paper that is rated "A-1" or higher, or the equivalent by an NRSRO.

Commercial paper shall have a maximum maturity of 270 days or less. The District may invest no more than twenty-five percent (25%) of its money in such commercial paper. The District may purchase no more than ten percent (10%) of the outstanding commercial paper of any single issuer;

7. Repurchase agreements with respect to securities described in paragraphs (i) and (ii) above provided that the term of any such repurchase agreement shall be one year or less. A repurchase agreement means a purchase of securities by the District pursuant to an agreement by which the seller will repurchase the securities on or before a specific date at an agreed upon price, thereby establishing the yield during the District's holding period. The yield established for the repurchase agreement is determined by current short-term rates and may be more or less than the interest rate on the underlying securities. The securities underlying a repurchase agreement is, in effect, collateral under the agreement and the securities shall be (otherwise known as bills of exchange or time drafts) delivered to the District by book entry, physical delivery or by third-party custodial agreement. At the time a repurchase agreement is made; the underlying securities shall be valued at one hundred and two percent (102%) or greater of the repurchase price. If an agreement is in effect for more than one day, and, in the event their value drops below one hundred and two percent (102%) of the repurchase price, the seller to the repurchase

agreement shall provide additional securities or money within one business day so that the value of the collateral is not less than one hundred and two percent (102%) of the repurchase price. At the expiration of each agreement, the District receives payment of the repurchase price as a condition for the transfer of the underlying securities back to the Seller;

8. Negotiable certificates of deposit issued by a nationally or state-chartered bank or a state or federal savings association (as defined in Section 5102 of the California Financial Code) a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed thirty percent (30%) of the District's money which may be invested pursuant to this section. The District is prohibited from investing the District's funds, or funds in the custody of the District, in negotiable certificates of deposit issued by a state or federal credit union if a member of the District's Board of Directors, or any person with investment decision making authority with the District, also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
9. Shares of beneficial interest issued by diversified management companies (also known as mutual fund companies) that invest in the securities and obligations as authorized by Government Code, Section 53601(a) to (j), (m) and (n) and that comply with investment restrictions contained in Government Code, Section 53630, et. seq. However, a county or party to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the diversified management company's board of directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100% of the sales price of the securities are marked to market daily. The diversified management company in this section shall have attained the highest ranking or the highest letter and numerical ranking provided by not less than 2 NRSROs. The purchase price of shares of beneficial interest shall not include any commission or load that the company may charge and shall not exceed twenty percent (20%) of the District's money that may be invested pursuant to this Statement of Investment Policy. No more than ten percent (10%) of the District's money may be invested in shares of any one mutual fund referenced in this paragraph (ix);
10. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80(a-l et seq.)). The diversified management company shall have attained the highest ranking or the highest letter in numerical ranking provided by no less than 2 NRSROs. The purchase price of shares of beneficial interest shall not include any commission or load that the companies may charge and shall not exceed twenty percent (20%) of the District's money that may be invested pursuant to this Statement of Investment Policy.

7) Nondiscrimination

Investments shall not knowingly be made in any institution that practices or supports directly or indirectly through its action's discrimination on the basis of race, religion, color, creed, national or ethnic origin, age, gender, or physical disability.

8) Maximum Maturity

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the District to meet all projected obligations. No investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement that at the time of the investment has a term remaining to maturity in excess of five years.

9) Ineligible Investments

Any security type or structure not specifically approved by this policy and investment instructions is specifically prohibited. Security types that are thereby prohibited to be purchased include, but are not limited to:

- A. Complex derivative structures such as range notes, inverse floaters, or any other complex variable rate or structure note.
- B. Interest-only strips that are derived from a pool of mortgages, or any security that could result in zero interest accrual if held to maturity.

10) Sales Prior to Maturity

Sales prior to maturity are permitted. It is also recognized that in a changing interest rate environment, it may be financially advantageous to sell investments at a book value loss in order to reinvest in a more profitable security.

11) Reporting

The District Investment Officer shall render to the Board of Directors a monthly report which shall include the following information for investments:

- Distribution of funds within all financial accounts maintained by the District;¹
- Summary of investments including the types of investments, maturity date, yield, costs, and market value;²
- Detailed money market investment account activity associated with the purchase of U.S. Treasuries;²
- The current balance, accrued interest and historical effective yield of funds managed by the Local Agency Investment Fund (LAIF).²

The monthly report shall also:

- A. State compliance of the portfolio to this Investment Policy and State law or state the manner in which the portfolio is not in compliance.

¹ This report component is contained within the monthly Unaudited Financial Report.

² This report component is contained within the Investment Summary of the monthly Unaudited Financial Report.

- B. Include a description of any of the District's funds, investments or programs that are under management of contracted parties, including lending programs.
- C. Include a statement denoting the ability of the District to meet its expenditure requirements of the next six months or provide an explanation as to why sufficient money shall, or may, not be available.

The District Investment Officer shall annually render to the Board of Directors a Statement of Investment Policy, which the Board of Directors shall consider at a public meeting.

12) Interest Allocation

The Investment Officer shall allocate interest pursuant to an Interest Allocation Schedule. A list of funds eligible to receive interest shall be maintained by the District Investment Officer.



Date: January 12, 2021

From: Matthew Porras, Implementation Manager
Dustin Hochreiter, Senior Engineering Technician

Subject: Adoption of Updated Drinking Water and Recycled Water Meter Installation Costs for 2021

Recommendation: That the Board adopt Resolution No. 2021-03.

The District staff compiled and evaluated the current actual cost of the parts, labor, and overhead to develop the 2021 Meter Installation Fee. In the table below, the Proposed 2021 Fee column reflects the current actual costs associated with each part and estimated labor required to complete the installation of the respective meter installation type.

Meter Installation Fee History					
Meter Installation Type	2017 Fee	2018 Fee	2019 Fee	2020 Fee	Proposed 2021 Fee
1" Drinking Water Meter set with Fire Sprinklers on Dual Plumbed Residence	\$1,085	\$1,030	\$1,026	\$982	\$1,078
1" Drinking Water Meter set with Fire Sprinklers	\$910	\$860	\$866	\$830	\$863
3/4" Drinking Water Meter Set	\$490	\$490	\$499	\$471	\$510
1" Recycled Water Meter Set	\$570	\$560	\$593	\$555	\$577
3/4" Recycled Water Meter Set	\$490	\$490	\$499	\$471	\$561

District staff recommends the updating the fees as reflected in the *Meter Installation Fee* table above.

RESOLUTION NO. 2021-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE YUCAIPA VALLEY WATER DISTRICT UPDATING THE WATER METER INSTALLATION FEE FOR DRINKING WATER AND RECYCLED WATER

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

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

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

NOW, THEREFORE, the Board of Directors of Yucaipa Valley Water District, based on the foregoing Recitals, do hereby RESOLVE, DETERMINE, AND ORDER as follows:

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

Classification of Water Meter Installation	Water Meter Installation Fee
¾" Drinking Water Meter Installation	\$510
¾" Recycled Water Meter Installation	\$561
1" Recycled Water Meter Installation	\$577
1" Drinking Water Meter Installation with Fire Sprinklers	\$863
1" Drinking Water Meter Installation with Fire Sprinklers at a Dual-Plumbed Residential Dwelling	\$1,078

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

2. Larger Drinking Water and Recycled Water Meter Installation Charge. The charge for the installation of a larger water meter and/or a water meter classification not provided above shall be the actual cost of all labor, material, and equipment charges, plus employee benefits, overhead, and administrative surcharges pursuant to the latest District resolution. A deposit of the estimated water meter installation cost shall be paid prior to scheduling the work. Any variance from the estimated water meter installation cost shall be remedied by District staff

and the customer within 30 days following the activation of the water meter. Typical delinquent charges shall apply for unpaid amounts owed to the District.

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

PASSED, APPROVED and ADOPTED this 12th day of January 2021.

YUCAIPA VALLEY WATER DISTRICT

Chris Mann, President Board of Directors

ATTEST:

Joseph B. Zoba, General Manager



Director Memorandum 21-004

Date: January 12, 2021

Prepared By: Allison M. Edmisten, Chief Financial Officer

Subject: Discussion Regarding the Notification of Unclaimed Funds

Recommendation: Staff report – No action needed at this time.

On October 3, 2017, the Board of Directors adopted the Unclaimed Funds Escheatment Policy [Director Memorandum No. 17-090]. This policy requires District staff to annually transfer any monies from checks greater than one year old and less than \$15 to the District as miscellaneous revenue. In addition, any checks greater than three years old and more than \$15 will be noticed in a local paper and if unclaimed after 60-days will also become miscellaneous revenue.

As of December 2020, the District had one check greater than one year old and less than \$15.00.

NAME	CHECK DATE	CHECK NUMBER	AMOUNT
Richard Fuaalii	9/18/2017	29889	\$13.56

The checks listed below are greater than three years old and more than \$15. One December 10, 2020, letters were mailed to each of the 6 individuals/companies. The letter stated a response was required, in person or by mail, to claim the funds (by March 29, 2021) and a new check would be issued.

Any checks that remain outstanding and unclaimed by January 2021 will be noticed in the News Mirror on January 15, 2021 and January 22, 2021. The total listed below is \$387.19. If checks remain unclaimed as of March 29, 2021, the funds will be become miscellaneous revenue.

NAME	CHECK DATE	CHECK NUMBER	AMOUNT
Benjamin Stone	1/23/2017	27999	\$27.37
Freo California, LLC	2/21/2017	28199	\$228.29
Marshall Vega	3/20/2017	28443	\$16.08
Joy Morehead	5/12/2017	28858	\$17.66
William C. Warner	8/7/2017	29558	\$68.32
Harrison Corporation	12/11/2017	30551	29.47



Date: January 12, 2021

Prepared By: Joseph Zoba, General Manager

Subject: Reorganization of the Members of the Board of Directors

Recommendation: That the Board takes the following action to elect officers:

1. Nominate and select a President;
2. Nominate and select a Vice-President; and
3. Adopt Resolution No. 2019-01 Confirming the Election of Officers.

Following every regular election, the Board of Directors are required to elect a President and a Vice-President for a two year term.

As a result of the November 2020 General Election, it is necessary to reorganize the officers of the Board and certify the results of the reorganization by adopting Resolution No. 2021-04.

RESOLUTION NO. 2021-04

A RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT CONFIRMING THE ELECTION OF OFFICERS

WHEREAS, the Yucaipa Valley Water District Board of Directors currently consist of the following duly elected individuals: Jay Bogh, Lonni Granlund, Chris Mann, Joyce McIntyre, and Dennis Miller;

WHEREAS, on January 12, 2021, consistent with California Water Code §30520, the Board of Directors elected a President and Vice-President as documented below.

NOW, THEREFORE, BE IT HEREBY RESOLVED AND ORDERED, that the Yucaipa Valley Water District by an affirmative vote of a majority of the Board of Directors has duly elected Director _____ and President and Director _____ as Vice-President.

BE IT FURTHER RESOLVED that the President and Vice-President shall serve in such capacities until a change of officer(s) by an affirmative vote of a majority of the Board of Directors.

PASSED, APPROVED and ADOPTED this 12th day of January 2021.

YUCAIPA VALLEY WATER DISTRICT

_____, President Board of Directors

ATTEST:

Joseph B. Zoba, General Manager

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

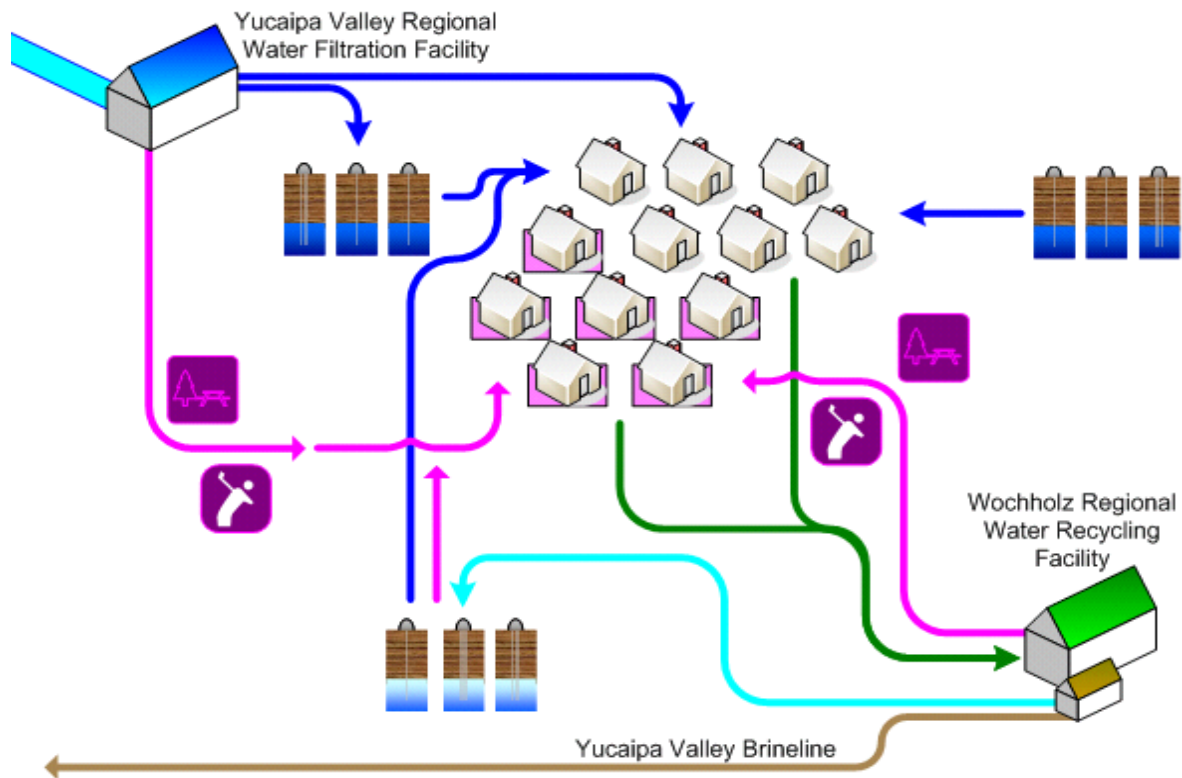
Water System: 223 miles of drinking water pipelines
2,033 fire hydrants
27 reservoirs - 34 million gallons of storage capacity
18 pressure zones
2.958 billion gallon annual drinking water demand
Two water filtration facilities:
- 1 mgd at Oak Glen Surface Water Filtration Facility
- 12 mgd at Yucaipa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