



# 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, November 2, 2021 at 4:00 p.m.

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**This meeting is available by calling (888) 475-4499  
Meeting ID: 676-950-731#**

**Participate in the meeting online at**  
<https://zoom.us/j/676950731>  
Passcode: 765589

**There will be no public physical location  
available to attend this meeting in person.**

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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.
- 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 – October 19, 2021
- V. STAFF REPORT**
- VI. DISCUSSION ITEMS**
  - A. Consideration of Resolution No. 2021-51 Updating the Calculation for Facility Capacity Charges Related to the Purchase of Permanent Supplemental Water Resources for New Development within Riverside County [[Director Memorandum No. 21-174 - Page 13 of 40](#)]  
RECOMMENDED ACTION: That the Board approve Resolution No. 2021-51.

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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)

- B. Consideration of a Paving Agreement with the City of Yucaipa for Bella Vista, Leith Way and Lincoln Drive [\[Director Memorandum No. 21-175 - Page 22 of 40\]](#)  
RECOMMENDED ACTION: That the Board authorize the General Manager to execute Paving Agreement No. 2021-17.
- C. Consideration of Resolution No. 2021-52 Establishing Employee Benefit, Administrative Overhead and Surcharge Factors [\[Director Memorandum No. 21-176 - Page 26 of 40\]](#)  
RECOMMENDED ACTION: That the Board adopt Resolution 2021-52.

**VII. BOARD REPORTS & DIRECTOR COMMENTS**

**VIII. ANNOUNCEMENTS**

- A. November 16, 2021 at 4:00 p.m. - Board Meeting
- B. December 7, 2021 at 4:00 p.m. - Board Meeting
- C. December 21, 2021 at 4:00 p.m. - Board Meeting
- D. **January 4, 2022 at 4:00 p.m. - Meeting Cancelled**
- E. January 18, 2022 at 4:00 p.m. - Board Meeting

**IX. ADJOURNMENT**

# Consent Calendar



Yucaipa Valley Water District

# MINUTES OF A SPECIAL BOARD MEETING - TELECONFERENCE

October 19, 2021 at 4:00 pm

## Directors Present:

Chris Mann, President  
Lonni Granlund, Vice President  
Jay Bogh, Director  
Joyce McIntire, Director  
Nyles O’Harra, 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  
Dustin Hochreiter, Senior Engineering Technician  
Mike Kostelecky, Operations Manager  
Tim Mackamul, Operations Manager  
Matthew Porras, Implementation Manager  
Mike Rivera, Public Works Manager  
John Wrobel, Public Works Manager  
Joseph Zoba, General Manager

## Directors Absent:

Jay Bogh, Director

## Consulting Staff Present:

Doug Brown, Stradling Yocca Carlson & Rauth  
Lora Carpenter, Fieldman, Rolapp & Associates  
Steven Graham, Legal Counsel  
Robert Porr, Fieldman, Rolapp & Associates  
Patrick Watson, Krieger & Stewart

## Registered Guests and Others Present:

Jennifer Farr, Davis Farr  
Paul Kielhold, San Bernardino Valley Municipal Water District  
Logan Largent, Ortega Strategies Group  
Cindy Saks, San Bernardino Valley Municipal Water District  
Larry Smith, San Gorgonio Pass Water Agency

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This meeting was available to the public by calling (888) 475-4499 using passcode 676-950-731 and live presentation of the meeting was available at <https://zoom.us/j/676950731> using 765589.

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## CALL TO ORDER

The special 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 Lonni Granlund, Director Chris Mann, Director Joyce McIntire, and Director Nyles O’Harra present.

Director Jay Bogh was absent.

PUBLIC COMMENTS

None

CONSENT CALENDAR

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

- A. Adoption of Resolution No. 2021-50 Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governor Newsom on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Yucaipa Valley Water District for the Period of November 4, 2021 to December 3, 2021 Pursuant to Brown Act Provisions
  
- B. Minutes of Meetings
  - 1. Board Meeting – October 5, 2021
  
- C. Payment of Bills
  - 1. Approve/Ratify Invoices for Board Awarded Contracts
  - 2. Ratify General Expenses for September 2021

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 Nyles O’Harra - Yes

STAFF REPORT

General Manager Joseph Zoba reported on the following items:

- The District has released the environmental documents for the Oak Valley Lift Station and Sewer Collection Project for public review and comment. The review/comment period ends on November 8, 2021.
- The precipitation outlook by the National Oceanic and Atmospheric Administration (NOAA) from September 16, 2021 is predicting below average precipitation for southern California from October 2021 to March 2022. The District staff will continue

and recommend specific actions related to our water conservation plans.

- For calendar year 2022, the District ordered 8,000 acre feet of imported water from the San Bernardino Valley Municipal Water District and 900 acre feet of imported water from the San Geronio Pass Water Agency. The District is anticipating the delivery of this water, but there is a great deal of uncertainty about the allocation of water from the State Water Project with the current drought conditions.

### DISCUSSION ITEMS:

#### DM 21-164

RECEIPT OF THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDING ON JUNE 30, 2021

Chief Financial Officer Allison Edmisten and Jennifer Farr provided an overview of the financial statements and audit methodology used during the financial audit prepared by Davis Farr.

Director Nyles O’Harra moved that the Board receive and file the audited financial statements.

Director Joyce McIntire 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 Nyles O’Harra - Yes

#### DM 21-165

PRESENTATION OF THE UNAUDITED FINANCIAL REPORT FOR THE PERIOD ENDING ON SEPTEMBER 30, 2021

Chief Financial Officer Allison Edmisten provided an overview of the unaudited financial report for the period ending on September 30, 2021.

Director Lonni Granlund moved that the Board receive and file the unaudited financial report.

Director Nyles O’Harra 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 Nyles O’Harra - Yes

DM 21-166

AWARD OF A CONSTRUCTION CONTRACT FOR THE CALIMESA RECYCLED WATER CONVEYANCE PROJECT

Implementation Manager Matthew Porras provided an overview of the bid results and detailed staff findings related to the award of the construction contract for the Calimesa Recycled Water Conveyance Pipeline.

Director Nyles O’Harra moved that the Board authorize the General Manager to award a construction contract for the Calimesa Recycled Water Conveyance Project to Borden Excavating, Inc. for a sum not to exceed \$4,047,174.

Director Lonni Granlund 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 Nyles O’Harra - Yes

DM 21-167

CONSIDERATION OF ADMINISTRATIVE CHANGES TO THE SORENSON ENGINEERING CLASS I SIGNIFICANT INDUSTRIAL USER DISCHARGE PERMIT NO. CP-001-03

Public Works Manager John Wrobel provided an overview of the Industrial User Discharge Permit No. CP-001-03 for Sorenson Engineering.

Director Lonni Granlund moved that the Board authorize District Staff to issue the 2021-2023 Sorenson Engineering Class I Significant Industrial User Discharge Permit No. CP-001-03 and grant the request to increase their discharge limitation.

Director Nyles O’Harra 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 Nyles O’Harra - Yes

DM 21-168

CONSIDERATION OF THE PURCHASE AND INSTALLATION OF A HIGHLINE FOR INTERIM DRINKING WATER SERVICE TO KNOLL DRIVE, YUCAIPA

Public Works Manager Mike Rivera provided an overview of the proposed purchase and installation of a highline for interim water service to Knoll Drive, Yucaipa.

Director Nyles O’Harra moved that the Board authorize the General Manager to proceed with the purchase and installation of a highline for a sum not to exceed \$58,262.23.

Director Joyce McIntire 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 Nyles O’Harra - Yes

DM 21-169

PUBLIC HEARING -  
DISCUSSION REGARDING THE  
REDISTRICTING PROCESS  
AND OPPORTUNITY FOR  
INITIAL PUBLIC INPUT

General Manager Joseph Zoba provided an overview of the redistricting process needed to equalize the population of the five board member divisions based on the most recent census data.

Larry Smith commented on proposed redistricting process used by the Yucaipa Valley Water District and the San Gorgonio Pass Water Agency. There were no other public comments received during the public hearing.

DM 21-170

OVERVIEW OF FINANCIAL  
GOALS AND FORMATION OF A  
JOINT EXERCISE OF POWERS  
AGREEMENT FOR THE  
FORMATION OF THE YUCAIPA  
VALLEY WATER DISTRICT  
FINANCING AUTHORITY

General Manager Joseph Zoba provided an overview of proposed refinancing and consolidation of the 2015A bonds and State Revolving Fund loans.

Doug Brown discussed the concept of a Joint Powers Authority with the San Bernardino Valley Municipal Water District.

The final Joint Powers Agreement and additional financial information will be presented at the board meeting scheduled for November 16, 2021.

DM 21-171

CONSIDERATION OF  
RESOLUTION NO. 2021-51  
UPDATING THE CALCULATION  
FOR FACILITY CAPACITY  
CHARGES RELATED TO THE  
PURCHASE OF PERMANENT  
SUPPLEMENTAL WATER  
RESOURCES FOR NEW  
DEVELOPMENT WITHIN  
RIVERSIDE COUNTY

General Manager Joseph Zoba provided an overview of Resolution No. 2021-51 that would update the calculation of fees collected from new development to fund supplemental water sources of supply needed in the Riverside County portion of the District’s service area.

Director Chris Mann moved that the Board continue this item to the November 2, 2021 board meeting.

Director Lonni Granlund 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 Nyles O’Harra - Yes

DM 21-172

CONSIDERATION OF THE  
PROPOSED WORKERS’  
COMPENSATION INSURANCE  
POLICY RENEWAL FOR 2021-  
22

Chief Financial Officer Allison Edmisten provided an overview of the proposed workers’ compensation insurance policy renewal.

Director Nyles O’Harra moved that the Board authorize the General Manager to execute contracts with Redwood F&C Berkshire Hathaway for workers’ compensation insurance.

Director Joyce McIntire 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 Nyles O’Harra - Yes

DM 21-173

CONSIDERATION OF  
RENEWING THE CYBER  
LIABILITY INSURANCE FOR  
2021-22

Chief Financial Officer Allison Edmisten provided an overview of the proposed cyber liability insurance policy.

Director Lonni Granlund moved that the Board authorize the General Manager to execute contracts with Alliant Insurance Services for cyber liability insurance.

Director Joyce McIntire 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 Nyles O’Harra - Yes

BOARD REPORTS AND  
DIRECTOR COMMENTS

Director Joyce McIntire reported on the San Gorgonio Pass Water Agency board meeting held on October 11, 2021.

Director Lonni Granlund reported on the San Bernardino Valley Municipal Water District special board meeting held on October 11, 2021.

Director Lonni Granlund and Director Nyles O'Harra reported on the San Bernardino Valley Municipal Water District engineering workshop held on October 12, 2021.

Director Joyce McIntire reported on the weather modification presentation by the Santa Ana Watershed Project Authority on October 14, 2021.

Director Joyce McIntire reported on the City of Calimesa council meeting held on October 18, 2021.

Director Lonni Granlund reported on the Association of San Bernardino County Special Districts meeting held on October 18, 2021.

ANNOUNCEMENTS

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

ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

(Seal)

# Staff Report



Yucaipa Valley Water District

# Discussion Items





**Date:** November 2, 2021

**Prepared By:** Joseph Zoba, General Manager

**Subject:** Consideration of Resolution No. 2021-51 Updating the Calculation for Facility Capacity Charges Related to the Purchase of Permanent Supplemental Water Resources for New Development within Riverside County

**Recommendation:** That the Board approve Resolution No. 2021-51.

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

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

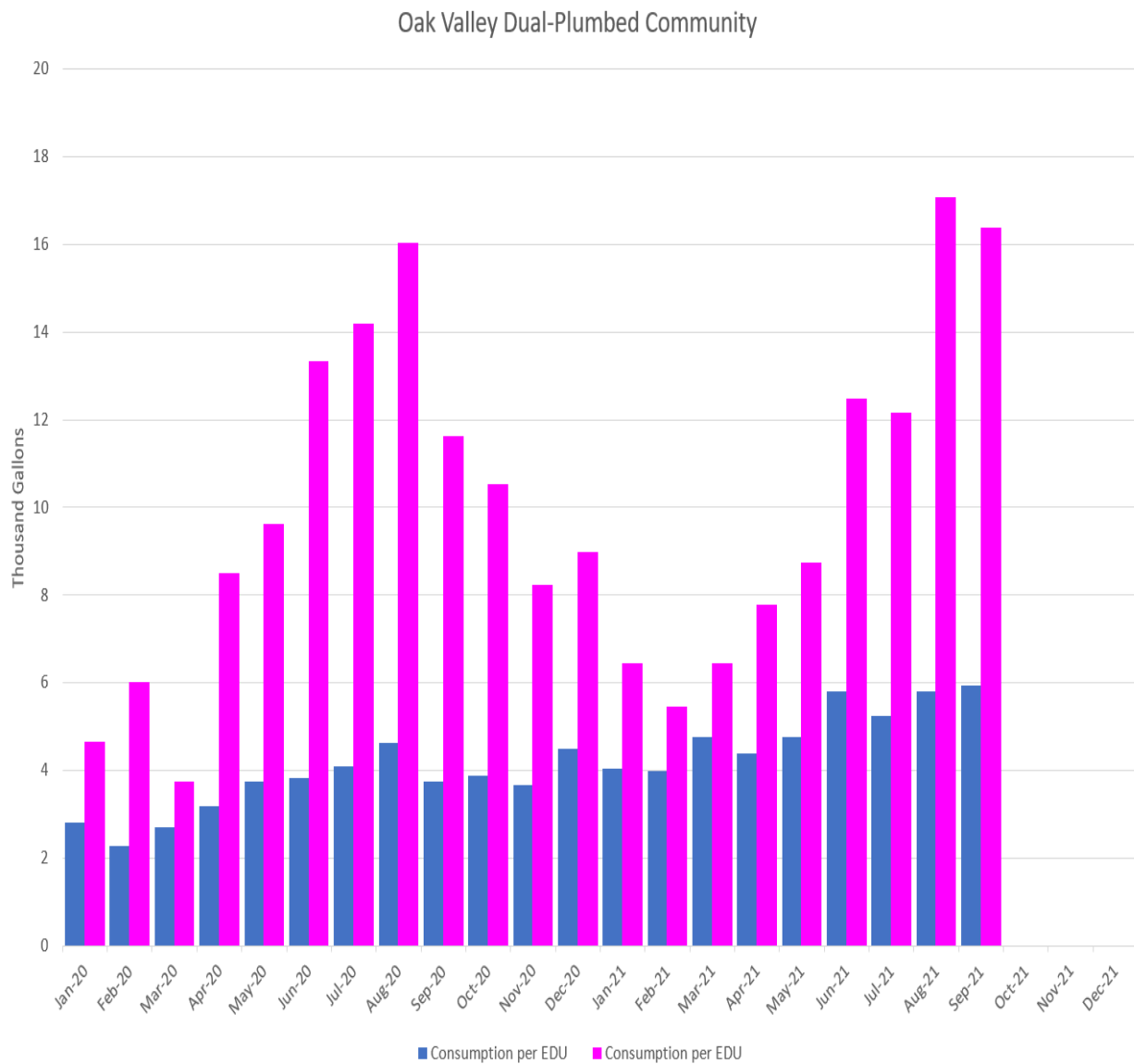
While the District’s development related fees are typically more expensive than neighboring agencies, the Yucaipa Valley Water District has consistently pursued extensive improvements and fully integrated solutions to secure long-term, reliable, and resilient water and sewer service for our customers.

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

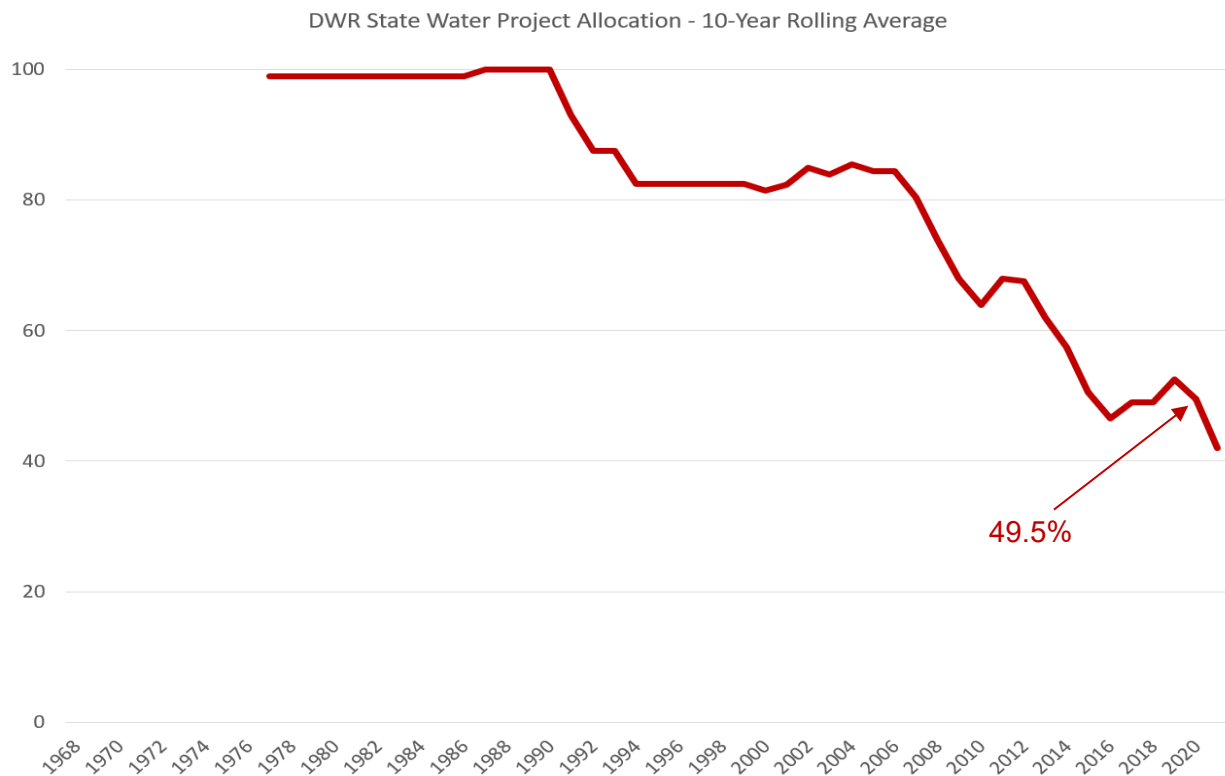
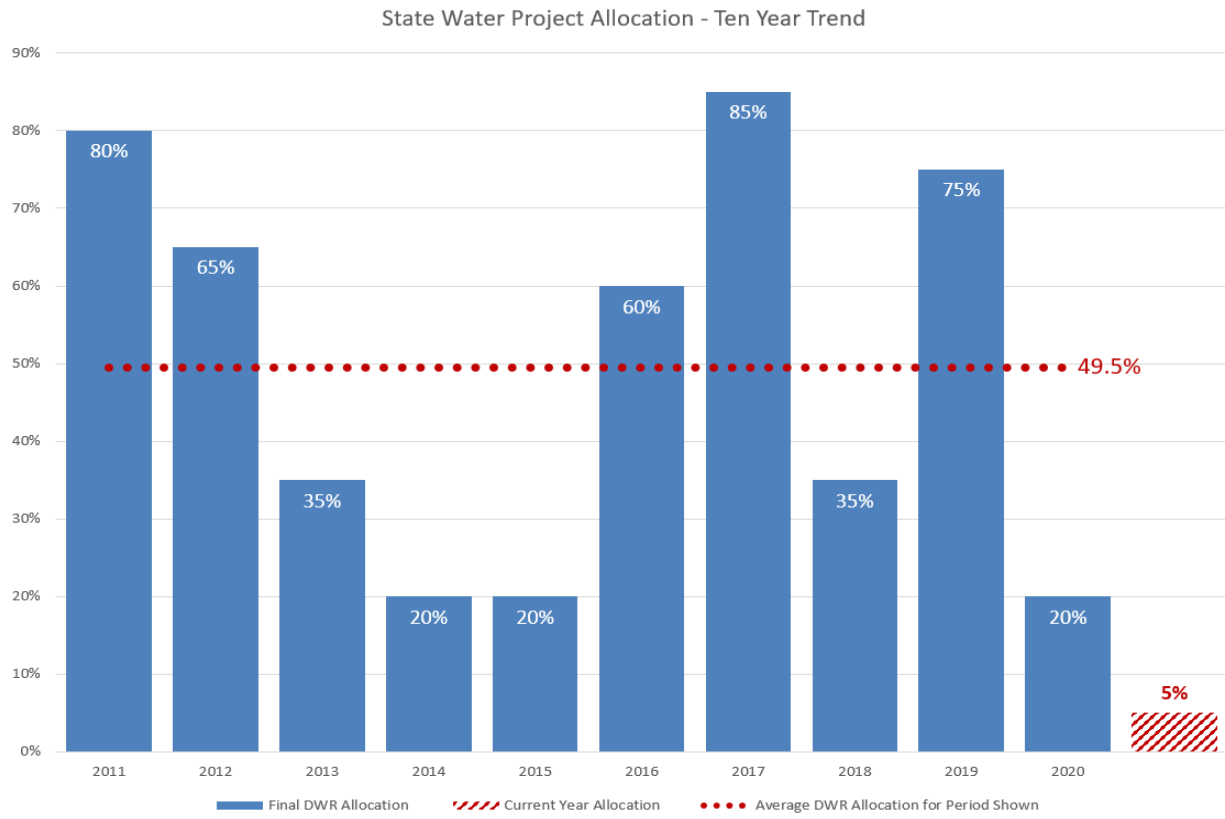
<sup>1</sup> This fee only is applicable to developments in the Calimesa portion of the Yucaipa Valley Water District service area. The portion of the Yucaipa Valley Water District in the City of Yucaipa receives imported water service from the San Bernardino Valley Municipal Water District.

On September 19, 2017, the Board of Directors adopted Resolution No. 2017-23 Establishing the Methodology to Calculate and the Collection of Facility Capacity Charges Related to the Purchase of Water Resources for New Development within the Boundary of the San Geronio Pass Water Agency and the City of Calimesa. This resolution was designed to be updated annually to reflect the reliability of imported water supplies from the State Water Project and to develop a pricing methodology that will secure permanent supplemental water supplies from alternative water supply sources. Based on this methodology, the additional cost per residential dwelling unit in the City of Calimesa was calculated for a home (or equivalent unit) that is dual plumbed to receive recycled water for front and rear yard irrigation use. This charge is not applicable to developments in the City of Yucaipa since there is an ample supply of supplemental water.

The following methodology uses an estimated 6.5 kgal/month allocation to represent the drinking water demands. The following monthly chart illustrates the amount of drinking water and recycled water used by dual-plumbed homes in Calimesa.



The 10-year rolling average for allocations from the State Water Project is currently at 49.5%.



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

- One Equivalent Dwelling Unit (1.0 EDU) that is dual-plumbed with drinking water and recycled water shall require supplemental water capacity equal to 6.5 kgal/month or 78 kgal/year (214 gpd/EDU) to meet the drinking water demand.
  - *Estimated Annual Drinking Water Demand = 78 kgal per year*
  - *Estimated Daily Drinking Water Demand of 214 gpd/EDU*
  
- 0% Interest
  
- 49.5% State Water Project Reliability Factor - Ten-Year Rolling Average
  - ~~2020 State Water Project Allocation on September 30 - 20% (DWR Notice 20-05)~~
  - 2019 State Water Project Allocation on September 30 - 75% (DWR Notice 19-10)
  - 2018 State Water Project Allocation on September 30 - 35% (DWR Notice 18-05)
  - 2017 State Water Project Allocation on September 30 - 85% (DWR Notice 17-05)
  - 2016 State Water Project Allocation on September 30 - 60% (DWR Notice 16-06)
  - 2015 State Water Project Allocation on September 30 - 20% (DWR Notice 15-03)
  - 2014 State Water Project Allocation on September 30 - 20% (DWR Notice 14-08)
  - 2013 State Water Project Allocation on September 30 - 35% (DWR Notice 13-09)
  - 2012 State Water Project Allocation on September 30 - 65% (DWR Notice 12-09)
  - 2011 State Water Project Allocation on September 30 - 80% (DWR Notice 11-06)
  - ~~2010 State Water Project Allocation on September 30 - 50% (DWR Notice 10-11)~~
  
- \$6,231/Acre Foot Permanent Water Right Estimate
  - *Most Recent San Geronio Pass Permanent Water Right Purchase Estimate*

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Calculation:

$$78 \text{ kgal} \times \frac{1,000 \text{ gal}}{1 \text{ kgal}} \times \frac{3.069 \times 10^{-6} \text{ AF}}{\text{gallon}} \times \frac{\$6,231}{\text{acre foot}} \times \frac{1}{0.495 \text{ SWP reliability}} =$$

**Supplemental Water Facility Capacity Charge = \$3,013/EDU**



## RESOLUTION NO. 2021-51

### **A RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT SETTING FORTH AND UPDATING THE CALCULATION FOR FACILITY CAPACITY CHARGES RELATED TO THE PURCHASE OF PERMANENT SUPPLEMENTAL WATER RESOURCES FOR NEW DEVELOPMENT WITHIN RIVERSIDE COUNTY**

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

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

WHEREAS, on July 27, 2015, the San Gorgonio Pass Water Agency adopted Resolution No. 2015-05 a *Resolution of the Board of Directors of the San Gorgonio Pass Water Agency to Adopt Facility Capacity Fees for Facilities and Water* setting the supplemental water capacity fee at \$6,231 per acre-foot; and

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

WHEREAS, the above-referenced Study was discussed in detail by the District's Board of Directors at several board workshops, board meetings, and a public hearing held on September 19, 2017 for the adoption of Resolution No. 2017-23; and

WHEREAS, the District's Board of Directors is expected to secure supplemental water from the Pass Water Agency or from alternative sources as a permanent source of supply to provide sustainable water service to new development within the service area of the San Gorgonio Pass Water Agency and/or the City of Calimesa; and

WHEREAS, the purpose of the supplemental water capacity charge is to purchase and/or finance, in whole or in part, permanent water resources dedicated to the District or to fund the implementation of a similar program that provides permanent supplemental water resources for new development within the boundary of the District as applicable to the common territory of the San Gorgonio Pass Water Agency, the City of Calimesa, or the County of Riverside; and

WHEREAS, the fee structure and methodology set forth below and based upon available data, studies and information by the San Gorgonio Pass Water Agency represents the best available information to secure supplemental water resources at this time; and

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

WHEREAS, on November 19, 2019, the Board of Directors authorized the General Manager to file a Notice to Adjust Rights of an Overlying Party Due to Proposed Provision of Water Service by an Appropriator with the Beaumont Basin Watermaster. The Notice to Adjust Rights provided the District with all of the original 1,806 acre feet / revised 1,398.90 acre feet of Overlying Water Rights from Oak Valley Partners / Oak Valley Development Company; and

WHEREAS, on November 20, 2019, the Beaumont Basin Watermaster was provided with an executed Notice to Adjust Rights of an Overlying Party Due to Proposed Provision of Water Service by an Appropriator which provides all Overlying Water Rights from Oak Valley Partners / Oak Valley Development Company to the Yucaipa Valley Water District; and

WHEREAS, the supplemental water facility capacity charge established herein is exempt from the California Environmental Quality Act, Public Resources Code, Section 21080(b)(8) because the charges are imposed to obtain funds necessary to maintain services within the District; and

WHEREAS, this resolution shall be implemented to supplement the existing facility capacity charges currently in effect by the Yucaipa Valley Water District; and

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

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

1. Purpose. The purpose of this Resolution is to set forth the calculation and implementation for a Supplemental Water Facility Capacity Charge for new development receiving drinking water service from the Yucaipa Valley Water District in Riverside County.
2. Supplemental Water Facility Capacity Charge Fee. The following calculation is used to determine the Supplemental Water Facility Capacity Charge:
  - A. For the purposes of this Resolution the following factors shall be used for the calculation of the base Supplemental Water Facility Capacity Charge:
    - i. One Equivalent Dwelling Unit (1.0 EDU) that is dual-plumbed with drinking water and recycled water shall require supplemental water capacity equal to 6.5 kgal/month or 78 kgal/year (214 gpd/EDU).
    - ii. Interest related costs for the procurement, construction, or financing of supplemental water sources of supply shall be 0% interest unless modified by future versions of this resolution.

- iii. The average State Water Project Reliability shall be set at 49.5% which represents the most recent ten-year rolling average of State Water Project Allocations set by the California Department of Water Resources.
  - o 2020 State Water Project Allocation on September 30 - 20% (Department of Water Resources Notice 20-05)
  - o 2019 State Water Project Allocation on September 30 - 75% (Department of Water Resources Notice 19-10)
  - o 2018 State Water Project Allocation on September 30 - 35% (Department of Water Resources Notice 18-05)
  - o 2017 State Water Project Allocation on September 30 - 85% (Department of Water Resources Notice 17-05)
  - o 2016 State Water Project Allocation on September 30 - 60% (Department of Water Resources Notice 16-06)
  - o 2015 State Water Project Allocation on September 30 - 20% (Department of Water Resources Notice 15-03)
  - o 2014 State Water Project Allocation on September 30 - 20% (Department of Water Resources Notice 14-08)
  - o 2013 State Water Project Allocation on September 30 - 35% (Department of Water Resources Notice 13-09)
  - o 2012 State Water Project Allocation on September 30 - 65% (Department of Water Resources Notice 12-09)
  - o 2011 State Water Project Allocation on September 30 - 80% (Department of Water Resources Notice 11-06)

iv. The Board of Directors has reviewed data, information, and studies that justify the cost for a permanent water right at \$6,231/acre foot. This value will be evaluated and subject to change in the future as additional information and studies are made reviewed for applicability to this Resolution.

B. Based on the factors above, the Supplemental Water Facility Capacity Charge is hereby established at:

$$78 \text{ kgal} \times \frac{1,000 \text{ gal}}{1 \text{ kgal}} \times \frac{3.069 \times 10^{-6} \text{ AF}}{\text{gallon}} \times \frac{\$6,231}{\text{acre foot}} \times \frac{1}{0.525 \text{ SWP reliability}} =$$

**Supplemental Water Facility Capacity Charge = \$3,013/EDU**

3. Collection of the Supplemental Water Facility Capacity Charges. For new developments in Riverside County, the following Supplemental Water Facility Capacity Charges shall be charged and collected prior to the issuance of building permits:

- A. Summerwind Ranch at Oak Valley - On January 9, 2018, Oak Valley Partners and San Gorgonio Land entered into an agreement for the payment of Overlying Water Rights. Pursuant to the agreement between Oak Valley Partners and San Gorgonio Land, the applicable charge for Supplemental Water Facility Capacity Charges is 34% of the Supplemental Water Capacity Charge as agreed to in writing by Oak Valley Partners LP and San Gorgonio Land LLC or their respective assignees.
- B. Oak Valley Development Company - The development of parcels within the Oak Valley Development Company portion of the Oak Valley Project shall be charged the Supplemental Water Facility Capacity Charge based on drinking water demands

associated with the anticipated residential, commercial, industrial, or institutional use as calculated by the District.

- C. Other Applicable Developments - Other residential, commercial, industrial, or institutional developments shall be charged a Supplemental Water Facility Capacity Charge equal to the calculation in Section 2.B. of this Resolution.
3. Implementation of the Supplemental Water Facility Capacity Charge. The Board of Directors of the Yucaipa Valley Water District hereby directs the General Manager to include terms and conditions in development agreements for projects in Riverside County that request drinking water service from the District to ensure sufficient permanent water resource capacity is secured for the new developments.
- A. All new developments served by the Yucaipa Valley Water District shall receive bundled services of drinking water, recycled water, and sewer service within the territory of the Yucaipa Valley Water District in Riverside County unless specifically exempted by resolution of the Board of Directors.
- B. All new developments shall be required to be dual-plumbed with recycled water to meet the irrigation demands and drinking water to meet domestic and fire flow demands unless specifically exempted by resolution of the Board of Directors.
- C. A Drinking Water Service Unit (WSU) shall be based on an equivalent volume of drinking water used to meet domestic water demands for a typical equivalent single-family residential dwelling unit (EDU). The District staff is directed to provide information to evaluate the conversion factor for the WSU based on data acquired in the future.
- D. Drinking water demand shall be determined for each parcel in units of gallons per day per Equivalent Dwelling Unit (gpd/EDU) and expressed as a Water Service Unit (WSU) to 1/10<sup>th</sup>. The WSU will be used to calculate the Supplemental Water Facility Capacity Charge for each commercial, industrial and institutional development within Riverside County.
- E. Property owners and/or developers that provide permanent secured water rights and/or contribute to the funding of dependable water resources shall receive a credit for the Supplemental Water Facility Capacity Charge required by this resolution if the secured water resources are permanently dedicated and/or permanently available to the Yucaipa Valley Water District.
- F. Based on the calculation methodology in Section 2, the Supplemental Water Facility Capacity Charge will be re-adjusted after considering: (i) information, studies and reports related to the actual cost of securing permanent supplemental water supplies; (ii) information presented by the California Department of Water Resources for the final water year allocation of water from the State Water Project as a demonstration of reliability; (iii) securing overlying water rights in the region; and (iv) development and construction of the Salinity and Groundwater Enhancement (SAGE) Project or other similar projects that produce a provide a source of supplemental water to the Yucaipa Valley Water District.

4. Equivalent Alternatives to Secured Supplemental Water Sources. The Board of Directors of the Yucaipa Valley Water District hereby directs the District staff to pursue the planning and implementation of indirect potable reuse, direct potable reuse, and aquifer storage and recovery as a feasible alternative to securing supplemental water from areas outside of the Yucaipa Valley Water District. Funds collected pursuant to this Resolution may be used for the planning, design, construction, and operation of any indirect potable reuse project, direct potable reuse project, and/or aquifer storage and recovery project involving the Wochholz Regional Water Recycling Facility, the Yucaipa Valley Regional Water Filtration Facility, or other facility/location. Furthermore, the District staff is directed to pursue Federal and State funding to bridge the anticipated shortfall in funds if this equivalent source of supply becomes a reliable alternative to imported water.
5. Effective Date. This Resolution shall become effective on January 1, 2022 and shall remain in effect until such time as it is rescinded or superseded.
6. This Resolution supersedes Resolution No. 2020-30 adopted on June 2, 2020.

PASSED, APPROVED and ADOPTED this 19<sup>th</sup> day of October 2021.

YUCAIPA VALLEY WATER DISTRICT

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Chris Mann, President Board of Directors

ATTEST:

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Joseph B. Zoba, General Manager



**Date:** November 2, 2021

**Task:** N/A

**Prepared By:** John Wrobel, Public Works Manager

**Subject:** Consideration of a Paving Agreement with the City of Yucaipa for Bella Vista, Leith Way and Lincoln Drive

**Recommendation:** That the Board authorize the General Manager to execute Paving Agreement No. 2021-17.

District Staff has completed the replacement drinking water pipelines in Bella Vista Drive, Leith Way and Lincoln Drive in coordination with the proposed paving improvements planned by the City of Yucaipa. These streets were on the City’s Pavement Management Program (PMP), and the pipeline trenches will be paved through this program. District staff recommends executing the attached paving agreement to provide our share of funding to the City of Yucaipa’s PMP to complete the paving of the District’s pipeline projects.



Financial Impact:

This project will be funded by the Water Fund, Repair & Maintenance - Pipelines [G/L Account # 02-503-51020] and was included in the 2021-22 adopted budget.

**MINUTE EXCERPTS**

From a Regular Meeting of the Yucaipa City Council  
Held October 11, 2021

A Regular meeting of the City Council of the City of Yucaipa was called to order in the City Hall Council Chambers, located at 34272 Yucaipa Boulevard, Yucaipa, California, at the hour of 6:00 PM., on the 11<sup>th</sup> day of October 2021 with Mayor Bogh presiding.

ROLL CALL      PRESENT:    Greg Bogh, Mayor  
   Bobby Duncan, Mayor Pro Tem  
   David Avila, Councilmember  
   Justin Beaver, Councilmember  
   Jon Thorp, Councilmember

ABSENT:        None

A quorum of the City Council was present.

**AGENDA ITEM NO. 4**

**SUBJECT:** INFRASTRUCTURE CONSTRUCTION AND COORDINATION AGREEMENT WITH THE YUCAIPA VALLEY WATER DISTRICT REGARDING PAVEMENT REHABILITATION ROAD IMPROVEMENTS

**RECOMMENDATION:** That City Council:

1.     Approve and authorize the City Manager to execute and administer an Infrastructure Construction and Coordination Agreement with the Yucaipa Valley Water District in the amount of \$135,420 for the pavement rehabilitation road improvement project on Leith Way, Bella Vista Drive, and Lincoln Drive; and
2.     Amend the FY2021-2022 Capital Improvement Program by adding the amount of \$135,420 in funding from the Yucaipa Valley Water District to the 2020-2021 & 2021-2022 Street Rehabilitation Program – Project No. 11152.

**ACTION:** MOTION BY MAYOR PRO TEM DUNCAN, SECOND BY COUNCILMEMBER AVILA, CARRIED 5-0, TO APPROVE CONSENT AGENDA ITEM NOS. 4.

STATE OF CALIFORNIA                                }  
COUNTY OF SAN BERNARDINO                    } ss  
CITY OF YUCAIPA                                    }

I, Tammy Vaughan, Deputy City Clerk/Information Systems Technician, of the City of Yucaipa, California, DO HEREBY CERTIFY, that the foregoing is a full and correct excerpt of the Minutes of a Regular meeting of the City Council held on the 11<sup>th</sup> day of October 2021.



Tammy Vaughan  
Deputy City Clerk/IS Technician

## AGREEMENT NO. 2021-17

## INFRASTRUCTURE CONSTRUCTION AND COORDINATION AGREEMENT

**LEITH WAY, BELLA VISTA DRIVE & LINCOLN STREET  
AGREEMENT BY AND BETWEEN  
THE CITY OF YUCAIPA AND THE YUCAIPA VALLEY WATER DISTRICT**

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

- A. **Purpose of Agreement:** The District has completed or is in the process of completing pipeline replacement construction consisting of the installation of approximately 2,900 linear feet of 8-inch ductile iron pipe that will replace the existing water mains in Leith Way and Bella Vista Drive, connecting to the existing distribution system in California Street and in Lincoln Street, connecting to 7<sup>th</sup> Street. With the cooperation of the City, upon completion of the pipeline replacement project, the City will pave Leith Way, Bella Vista Drive, and Lincoln Street to include all the segments of newly installed pipeline as part of its combined 2020/2021-2021/2022 Pavement Rehabilitation Project.




- B. **Scope of Agreement:** In exchange for the City's paving on Leith Way, Bella Vista Drive, and Lincoln Street, the District will:
- A. Contribute \$135,420 toward the City's FY 2021/2022 Pavement Management Program for paving on Leith Way, Bella Vista Drive, and Lincoln Street, upon award of City contract (Estimated paving cost table attached).
  - B. Upon final acceptance of the District's recent project work with respect to required trench repairs, the trenches with temporary pavement in these areas will remain in place and be maintained by the City until the City's pavement rehabilitation work in this area is completed.



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

**City of Yucaipa**

**Yucaipa Valley Water District**

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

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

<b>Construction Cost Summary for YVWD Trench Repair</b>				
8" Domestic Water Line - Total 11,624SF of Trench Repairs (Approximately 2,906 LF [Bella Vista (720 LF), Leith Way (1,405 LF), and Lincoln Drive (400 LF)] and 381 LF of Laterals/Misc				
Item	Estimate Quantity (SF)	Unit Price (SF)	Amount	
<b>AC Trench Pavement (Base Pave)</b> <i>(2,906 LF x 4 ft trench repairs)</i>	11,624	\$ 9.88	\$ 114,845	
<b>AC Pavement Overlay</b> <i>(2,906 LF x 6 ft width)</i>	17,436	\$ 1.18	\$ 20,574	
		<b>PAVING COST TOTAL:</b>	<b>\$ 135,420</b>	



**Date:** November 2, 2021

**Task:** N/A

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

**Subject:** Consideration of Resolution No. 2021-52 Establishing Employee Benefit, Administrative Overhead and Surcharge Factors

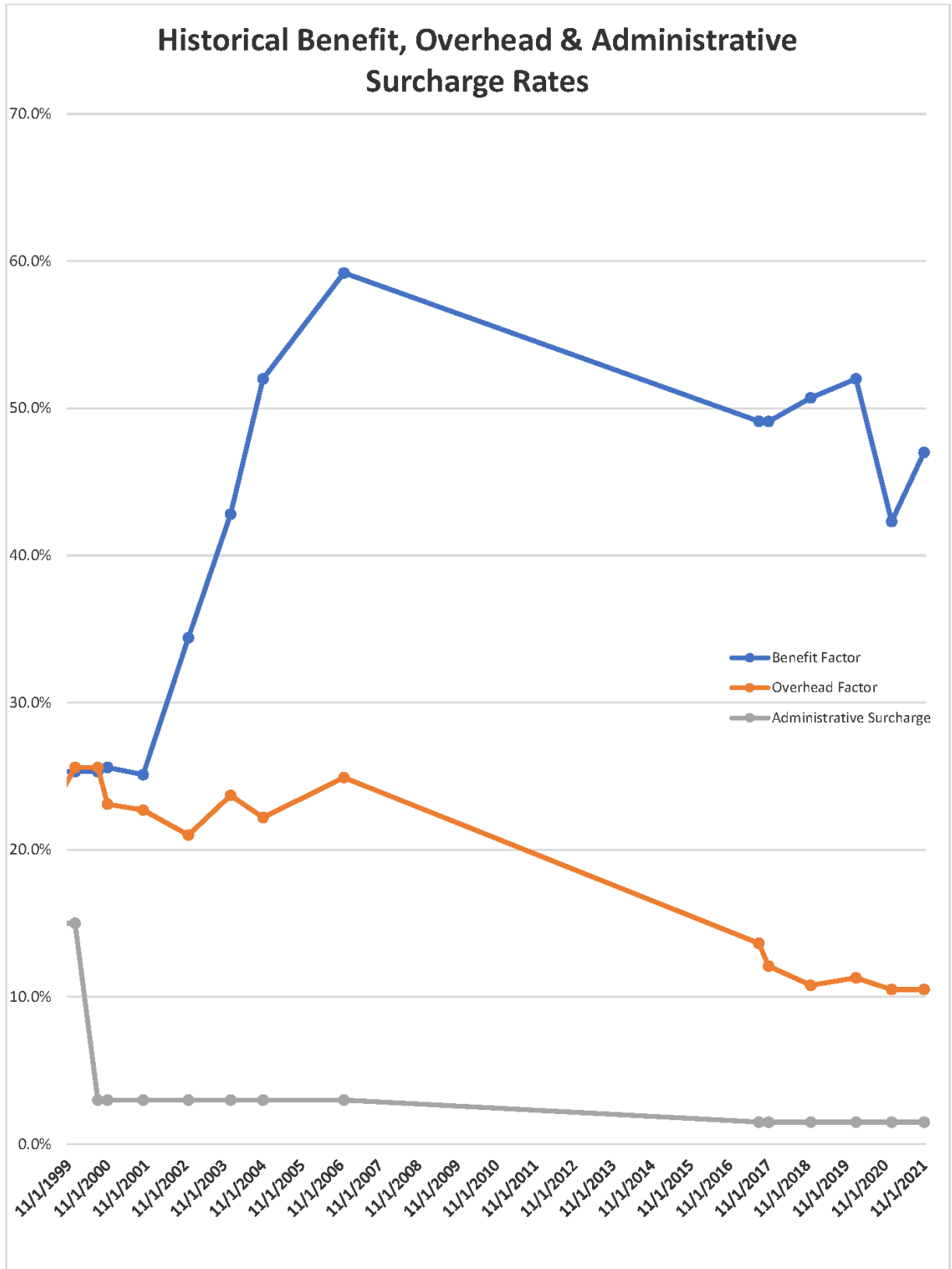
**Recommendation:** That the Board adopt Resolution 2021-52.

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On November 1, 2000, the Board of Directors adopted Resolution No. 36-2000 establishing the methodology and factors related to calculating employee benefits, administrative overhead, and surcharges for outside billing purposes. Following the establishment of the methodology, the District has implemented several updates to the cost factors to make certain the billing factors are based on current financial data. The most recently adopted billing factors and the proposed factors are provided below.

	Existing YVWD Resolution No. 2021-06	Proposed YVWD Resolution No. 2021-52
Resolution Adoption Date	January 13, 2021	November 2, 2021
Employee Benefit Factor	42.3%	47.0%
Administrative Overhead Factor	10.5%	10.5%
Administrative Surcharge	1.5%	1.5%

Based on the District's Operating Budget for Fiscal Year 2022 and the Audited Financial Statement for Fiscal Year 2021, the District staff recommends adopting the attached resolution to amend the factors used to calculate charges for District services.



## RESOLUTION NO. 2021-52

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE YUCAIPA VALLEY WATER DISTRICT ESTABLISHING EMPLOYEE BENEFIT, ADMINISTRATIVE OVERHEAD AND SURCHARGE FACTORS

The Board of Directors of the Yucaipa Valley Water District does hereby resolve as follows:

WHEREAS, the Yucaipa Valley Water District regularly invoices customers and developers on a time and material basis to arrive at the actual cost of the work completed by District employees, and,

WHEREAS, when the District uses time and material methodology to generate the cost of a project, it is necessary to include an employee benefit factor, and administrative overhead and surcharge factors in calculating actual project cost.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Yucaipa Valley Water District does hereby establish the following factors to be used in the calculation of charges for time and material based services:

1. Employee Benefit Factor: The Employee Benefit Factor shall be 47.0%. Attachment "A" illustrates the manner in which the Employee Benefit Factor was calculated.
2. Administrative Overhead Factor: The Administrative Overhead Factor shall be 10.5%. Attachment "A" illustrates the manner in which the Administrative Overhead Factor was calculated.
3. Administrative Surcharge: An Administrative Surcharge equal to 1.5% shall be applied to all outside service charges generated by consultants and contractors for all District related projects.
4. Benefit & Overhead Calculation Methodology: Attachment "B" illustrates how the factors established above will be used to calculate total project cost.
5. Hourly Labor Rates: The calculated hourly labor rate shall be updated on a regular basis to reflect the sum of the range maximum in effect for each job position plus the benefit factor plus the overhead factor as provided in Attachment "B."

This resolution should take effect immediately and shall apply to all active and future projects.

PASSED AND ADOPTED this 2<sup>nd</sup> day of November 2021.

YUCAIPA VALLEY WATER DISTRICT

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Chris Mann, President Board of Directors

ATTEST:

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Joseph B. Zoba, General Manager

Attachment "A"

**CALCULATION OF EMPLOYEE BENEFIT FACTOR**

	Labor	Benefits	Benefit Percentage Calculation
<b>LABOR RELATED EXPENSES:</b>			
Water Division:			
Water Resource Department	\$1,095,985	\$500,791	45.7%
Public Works Department	\$1,716,556	\$831,014	48.4%
Administrative Services Department*	\$607,025	\$289,357	47.7%
Wastewater Division:			
Treatment Department	\$1,126,805	\$510,181	45.3%
Environmental Control Department	\$607,025	\$291,012	47.9%
Administration Department	\$665,627	\$330,248	49.6%
Recycled Water Division:			
Recycled Water Department	\$723,103	\$323,461	44.7%
<b>TOTAL LABOR RELATED EXPENSES:</b>	<b>\$6,542,126</b>	<b>+ \$3,076,064</b>	<b>= \$9,618,190</b>
	<b>Benefits</b>	<b>= \$3,076,064</b>	<b>= 47.0%</b>
	<b>Total Labor</b>	<b>\$6,542,126</b>	

<b>THE RATE OF LABOR RELATED BENEFITS FOR PROJECTS BASED ON THE FY 2022 OPERATING BUDGET SHALL BE BILLED AT A RATE EQUAL TO:</b>	<b>0.470</b>
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\* This department is considered to be non-enterprise related. This percentage of total labor associated with this department is used to distinguish between enterprise and non-enterprise duties in the Salaries and Employee Benefits below.

Source: The information above was derived from the Operating Budget for Fiscal Year 2022.

**CALCULATION OF OVERHEAD FACTOR**

	District Related Expenses for Fiscal Year 2021	Enterprise Related Expenses	Non-Enterprise Related Expenses (Overhead)
<b>OPERATING EXPENSES:</b>			
Salaries and Employee Benefits	\$10,946,755	\$9,931,037	\$1,015,718
Electrical Power	\$3,630,553	\$3,630,553	
Water Purchases	\$763,989	\$763,989	
Administrative Services	\$1,029,721		\$1,029,721
Operating Supplies	\$1,046,146	\$1,046,146	
Maintenance and Repairs	\$2,998,173	\$2,998,173	
Crystal Creek Water Treatment	\$719,292	\$719,292	
Brineline Charges	\$220,678	\$220,678	
Depreciation/Amortization (Split 85%:15%)	\$9,493,458	\$8,069,439	\$1,424,019
Insurance	\$293,284	\$293,284	
Professional Fees	\$1,875,748	\$1,875,748	
Other (Split 50%:50%)	\$496,435	\$248,218	\$248,218
<b>NONOPERATING EXPENSES:</b>			
Interest Expense	\$1,767,883	\$1,767,883	
<b>TOTAL EXPENSES</b>	<b>\$35,282,115</b>	<b>\$31,564,440</b>	<b>\$3,717,675</b>
<b>PERCENTAGE OF TOTAL EXPENSES</b>	<b>100.0%</b>	<b>89.5%</b>	<b>10.5%</b>

<b>THE RATE OF OVERHEAD FOR PROJECTS BASED ON THE FISCAL YEAR 2021 AUDIT SHALL BE BILLED AT A RATE EQUAL TO:</b>	<b>0.105</b>
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Source: The information above was derived from the Audited Financial Statement dated June 30, 2021.

Attachment "B"

### BENEFIT & OVERHEAD CALCULATION METHODOLOGY

Hourly Range Maximum of Job Title	[A]
Benefit Calculation Factor (0.470)	[B] = [A] x 0.470
Overhead Calculation Factor (0.105)	[C] = [A] x 0.105
<b>Total District Labor Expense</b>	<b>[D] = [A] + [B] + [C]</b>
<hr/>	
Sum of District Material Costs	[E]
Overhead Calculation Factor (0.105)	[F] = [E] x 0.105
<b>Subtotal of District Material Expense</b>	<b>[G] = [E] + [F]</b>
<hr/>	
Sum of District Equipment Costs	[H]
Overhead Calculation Factor (0.105)	[I] = [H] x 0.105
<b>Subtotal of District Equipment Expense</b>	<b>[J] = [H] + [I]</b>
<hr/>	
Sum of All Outside Services	[K]
Administrative Surcharge (0.015)	[L] = [K] x 0.015
<b>Total of Outside Services Charges</b>	<b>[M] = [K] + [L]</b>
<hr/>	
Total District Labor Expense	[D] = [A] + [B] + [C]
Subtotal of District Material Expense	[G] = [E] + [F]
Subtotal of District Equipment Expense	[J] = [H] + [I]
Total of Outside Services Charges	[M] = [K] + [L]
<b>Total Project Cost</b>	<b>[N] = [D] + [G] + [J] + [M]</b>

# 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 2021-22 Operating Budget:** Water Division - \$17,274,066  
Sewer Division - \$13,136,249  
Recycled Water Division - \$1,357,175

**Number of Services:** 14,440 drinking water connections serving 19,355 units  
14,363 sewer connections serving 21,429 units  
695 recycled water connections serving 845 units

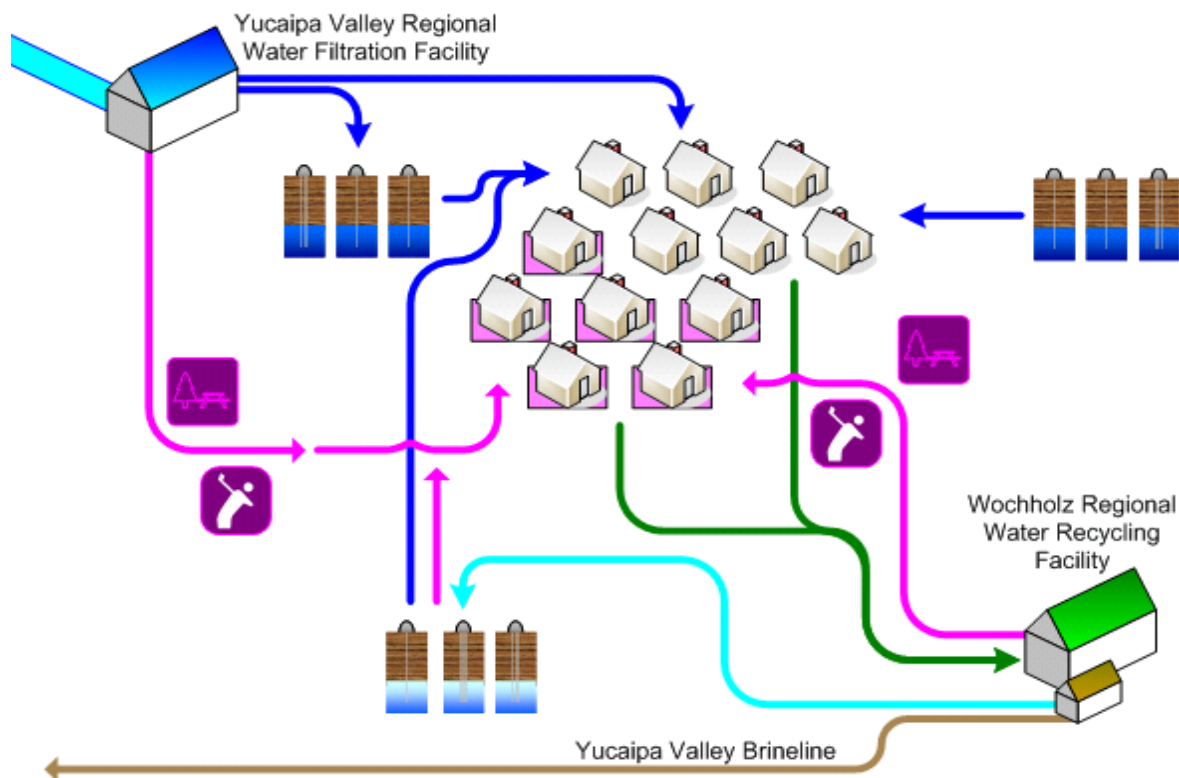
**Water System:** 236 miles of drinking water pipelines  
2,134 fire hydrants  
27 reservoirs - 34 million gallons of storage capacity  
18 pressure zones  
3.376 billion gallon annual drinking water demand  
Two water filtration facilities:  
- 1 mgd at Oak Glen Surface Water Filtration Facility  
- 12 mgd at Yucaipa Valley Regional Water Filtration Facility

**Sewer System:** 8.0 million gallon treatment capacity - current flow at 4.0 mgd  
223 miles of sewer mainlines  
4,643 sewer manholes  
7 sewer lift stations  
1.46 billion gallons of recycled water produced per year

**Recycled Water:** 32 miles of recycled water pipelines  
5 reservoirs - 12 million gallons of storage  
0.623 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	\$1.626 per each 1,000 gallons
16,000 gallons to 60,000 gallons	\$2.419 per each 1,000 gallons
61,000 gallons to 100,000 gallons	\$2.508 per each 1,000 gallons
101,000 gallons or more	\$2.708 per each 1,000 gallons
  
- Recycled Water Commodity Charge:
 

1,000 gallons or more	\$1.795 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	\$16.50 per month
1" Water Meter	\$27.56 per month
1-1/2" Water Meter	\$54.95 per month
  
- Sewer Collection and Treatment Charge:
 

Typical Residential Charge	\$44.52 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 2020-21	\$0.1300 per \$100	\$0.1750 per \$100
Number of Board Members	Five (5)	Seven (7)
Operating Budget FY 2021-22	\$52,506,150	\$14,019,000

**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 rate change of up 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 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.

**WIFIA** - Water Infrastructure Finance and Innovation Act. The WIFIA program administered by the Environmental Protection Agency accelerates investment in our nation's water infrastructure by providing long-term, low-cost supplemental loans for regionally and nationally significant projects.





## 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
WIFIA	Water Infrastructure Finance and Innovation Act
YVWD	Yucaipa Valley Water District