



# 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, December 2, 2025 at 4:00 p.m.

12770 Second Street, Yucaipa, California 92399

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- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. PUBLIC COMMENTS** - Members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on an item not on the agenda unless authorized by law. Comments shall be limited to matters not listed on the agenda up to a maximum of three (3) minutes.
- V. CONSENT CALENDAR** - All consent calendar matters are routine and will be acted upon in one motion. There will be no discussion of these matters unless a board member or administrative staff member requests an item to be removed prior to the vote by the Board of Directors.
  - A. Board Meeting Minutes - November 18, 2025
- VI. GENERAL COUNSEL REPORT**
- VII. STAFF REPORT**
- VIII. DISCUSSION ITEMS FOR POSSIBLE ACTION**
  - A. Consideration of Resolution No. 2025-74 Establishing Employee Benefit, Administrative Overhead and Surcharge Factors [\[Director Memorandum No. 25-219 - Page 19 of 67\]](#)  
RECOMMENDED ACTION: That the Board adopt Resolution 2025-74.
  - B. Consideration of Renewing the Cyber Liability Insurance for 2025-26 [\[Director Memorandum No. 25-220 - Page 25 of 67\]](#)  
RECOMMENDED ACTION: That the Board authorize the General Manager to execute contracts with Alliant Insurance Services for cyber liability insurance.

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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.us](http://www.yvwd.us)

- C. Consideration of a Claim for Damages – Susan Smith [[Director Memorandum No. 25-221 - Page 45 of 67](#)]  
RECOMMENDED ACTION: That the Board deny the claim for damages and notify the District's insurance carrier of the denied claim for damages.
- D. Notice of Yucaipa Valley Water District's Preparation of the 2025 Urban Water Management Plan [[Director Memorandum No. 25-222 - Page 54 of 67](#)]  
RECOMMENDED ACTION: Staff presentation, no action required.
- E. Authorization for Sewage Pump Repair at Lift Station No. 3 [[Director Memorandum No. 25-223 - Page 56 of 67](#)]  
RECOMMENDED ACTION: That the Board: (1) authorize the repair of a sewage pump in the amount of \$10,617.61; and (2) adopt Resolution No. 2025-75 transferring reserve funds to cover the cost of this repair.

**IX. BOARD REPORTS & DIRECTOR COMMENTS**

**X. ANNOUNCEMENTS**

- A. December 16, 2025 at 4:00 p.m. - Board Meeting
- B. ~~January 6, 2026 at 4:00 p.m. - Board Meeting - Cancelled~~
- C. January 20, 2026 at 4:00 p.m. - Board Meeting
- D. February 3, 2026 at 4:00 p.m. - Board Meeting
- E. February 17, 2026 at 4:00 p.m. - Board Meeting
- F. March 3, 2026 at 4:00 p.m. - Board Meeting
- G. March 17, 2026 at 4:00 p.m. - Board Meeting
- H. April 7, 2026 at 4:00 p.m. - Board Meeting
- I. April 21, 2026 at 4:00 p.m. - Board Meeting

**XI. ADJOURNMENT**

# Consent Calendar



Yucaipa Valley Water District

# MINUTES OF A BOARD MEETING

November 18, 2025 at 4:00 pm

## Director's Present:

Jay Bogh, President  
Nyles O'Harra, Vice President  
Greg Bogh, Treasurer  
Joyce McIntire, Secretary  
Brett Granlund, Director

## Staff Present:

Wade Allsup, Chief Information Officer  
Erin Anton, Administrative Manager  
Jennifer Ares, Resource Manager  
Allison Edmisten, Chief Financial Officer  
Dustin Hochreiter, Public Works Supervisor  
Ryan Janisch, Public Works Supervisor  
Micah Knox, Resource Specialist  
Mike Kostelecky, Operations Manager  
Maya Lopez, Senior Engineering Technician  
Caleb Nazario, Public Works Supervisor  
Matthew Porras, Director of Engineering  
Mia Preciado, Senior Engineering Technician  
Mike Rivera, Public Works Manager  
Charles Thomas, Operations Manager  
Ryan Walton, Accountant  
John Wrobel, Public Works Manager  
Joseph Zoba, General Manager

## Directors Absent:

None

## Consulting Staff Present:

Jeremy Jungreis, Rutan & Tucker

## Registered Guests and Others Present:

Ron Coats, East Valley Water District  
David Duron, Customer  
Brad Finucan, Customer  
Brett Granlund, Guest  
Shannon Granlund, Guest  
Paul Kielhold, San Bernardino Valley Municipal Water District  
Andrew McCarthy, Geoscience  
Krisztina Varga, Davis Farr  
Logan Wicks, Geoscience

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### CALL TO ORDER

The meeting of the Board of Directors of the Yucaipa Valley Water District was called to order by Director Jay Bogh at 4:00 p.m.

### PLEDGE OF ALLEGIANCE

The meeting attendees participated in the pledge of allegiance.

ROLL CALL

Director Jay Bogh, Director Nyles O’Harra, Director Greg Bogh, Director Brett Granlund, and Director Joyce McIntire were present.

PUBLIC COMMENTS

None

CONSENT CALENDAR

The Consent Calendar consisted of the following:

- A. Board Meeting Minutes - October 21, 2025
- B. Board of Directors Meeting Attendance Summary for October 2025

The motion to approve the Consent Calendar was made by Director Greg Bogh seconded by Director Brett Granlund and approved by the following vote:

Director Greg Bogh - Yes  
Director Jay Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O’Harra - Yes

GENERAL COUNSEL REPORT

Legal Counsel Jeremy Jungreis reported on the following items:

Senate Bill 707

SB 707, which has been discussed in prior meetings and detailed in the memorandum, introduces new mandates primarily affecting cities such as Calimesa and Yucaipa. These cities must now offer mandatory two-way virtual communications for public meetings, provide translation services for agendas and participation instructions into languages spoken by 20% or more of the population, and address several other requirements. For the District, the law increases flexibility for remote board participation, allowing members to join meetings remotely and expands the eligible circumstances that permit remote participation, including situations like illness, family emergencies, or official travel. These Brown Act updates will take effect on July 1, 2026.

Senate Bill 827

The existing AB 1234 mandates training for board members covering topics related to ethics and open meetings. SB 827 expands the group of required participants, including department heads and other

administrative officers, and shortens the timeframe for completing initial training from one year to six months. Additionally, board members are now required to complete two hours of fiscal and financial training every two years, with courses developed in consultation with experts in local government finance. Arrangements for this training are underway by District staff with training options expected in the first quarter of next year.

## STAFF REPORT

General Manager Joseph Zoba reported that District staff will be working with representatives from the State Water Resources Control Board to review and evaluate options for providing water service to the areas of El Casco and Fisherman's Retreat. This collaborative effort aims to identify appropriate solutions to support public water service needs for these communities.

Resource Manager Jennifer Ares reported on the Commission Meeting of the Santa Ana Watershed Project Authority, where the District was recently informed by SAWPA staff that additional grant funding became available after two previously ranked projects - a weather modification project and a Bloomington lead pipe replacement proposal - were withdrawn. As a result, the District's ASR project will now receive \$630,000 in funding. While this is less than the original \$2 million requested, it was an unexpected and welcome development.

## DISCUSSION ITEMS FOR POSSIBLE ACTION:

### DM 25-209

RECEIPT OF THE AUDITED  
FINANCIAL STATEMENTS FOR  
THE FISCAL YEAR ENDING  
ON JUNE 30, 2025

Chief Financial Officer Allison Edmisten introduced Krisztina Varga from Davis Farr who discussed the audit process involved standard preliminary procedures in May, followed by final procedures completed in September, culminating in the issuance of three financial reports on October 28, 2025: the Annual Comprehensive Financial Report, the Government Auditing Standards Opinion, and the Letter to Those Charged with Governance. Davis Farr issued an unmodified, or "clean," opinion, indicating that the District's financial statements are presented fairly in all material respects. The audit opinion highlighted the District's implementation of a new Governmental Accounting Standards Board (GASB) standard regarding compensated absences and the resulting restatement of the beginning net position.

The new GASB 101 standard changed the accounting treatment for employee vacation and sick leave by requiring the inclusion of employer taxes and defined contribution plan contributions in the compensated absences liability calculation. The standard also modified how sick time is recorded; previously, only sick leave paid upon termination was included, but now it encompasses time that employees are more likely than not to use during their employment. The District appropriately added Medicare tax at 1.45%, Social Security tax at 6.2%, and deferred compensation employer contributions to the liability calculation. The implementation of this new standard resulted in a \$272,000 increase to the District's beginning net position.

The audit focused on several key areas, including substantive testing of all material assets and liabilities and analytical testing of all material revenues and expenses, with a materiality threshold set at 2% of revenue. As required annually, the auditors incorporated an element of unpredictability into their procedures. This year, they conducted testing of payroll transactions to verify that employees were paid correctly according to approved rates documented in their personnel files, with no exceptions noted. The auditors also reviewed the District's calculations related to GASB 101 implementation and confirmed that financial statement footnotes were accurate and complete. In the required communication letter, the auditors noted that District finance staff were well-prepared for the audit and responsive to inquiries. No material errors were detected in the accounting records, and no instances of noncompliance were identified.

Chief Financial Officer Allison Edmisten recommended that the Board receive and file the audited financial statements.

Director Nyles O'Harra moved that the Board of Directors receive and file the audited financial statements.

Director Brett Granlund seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

DM 25-210

PRESENTATION OF THE  
UNAUDITED FINANCIAL  
REPORT FOR THE PERIOD  
ENDING ON OCTOBER 31,  
2025

Chief Financial Officer Allison Edmisten presented the unaudited financial report for the period ending October 31, 2025. The report included a review of the District's largest disbursements for the month, the majority of which were related to major capital projects funded by WIFIA loans and other infrastructure initiatives.

The financial trends presented showed that monthly utility revenue remained slightly higher than previous years due to rate adjustments implemented through recent rate studies. The District's cash position remained relatively stable over recent months but is lower than the prior year, reflecting the expenditure of WIFIA loan funds on ongoing capital projects. At 33% through the fiscal year budget cycle as of October 31st, all revenue and expense categories for water, sewer, and recycled water operations are trending as anticipated. The District expects to receive property tax revenue in early December, consistent with historical patterns.

Director Joyce McIntire moved that the Board of Directors receive and file the unaudited financial report.

Director Brett Granlund seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

DM 25-211

CONSIDERATION OF THE  
INSTALLATION OF FOUR  
VARIABLE FREQUENCY  
DRIVE CONTROLLERS AND  
ASSOCIATED ELECTRICAL  
UPGRADES AT LIFT STATION  
NO. 1

Public Works Supervisor Ryan Janisch reported on the plans to upgrade Lift Station No. 1 by installing four replacement variable frequency drive (VFD) controllers, along with associated electrical upgrades. The current VFDs - key components that regulate pump speeds and optimize performance - are more than twenty years old, with one unit already out of service and the others showing signs of imminent failure such as erratic performance and degraded components.

To address these concerns and prevent potential system breakdowns, which could lead to service disruptions or environmental hazards, staff solicited bids for the replacement project. Center Electric provided the lowest responsive quote at \$88,368, while the only other bid, from Metricom, was over \$111,000.

The project will also replace aging wiring, as inspections revealed that the insulation between the motor junction boxes and VFDs is deteriorating, posing both safety and reliability risks.

Director Brett Granlund moved the Board of Directors: (1) authorize the General Manager to purchase four replacement variable frequency drives and associated pump wiring for a total cost not to exceed \$88,368; and (2) adopt Resolution No. 2025-73 transferring reserve funds to cover the cost of this purchase.

Director Greg Bogh seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

#### DM 25-212

#### CONSIDERATION OF PROFESSIONAL SUPPORT SERVICES FROM DUDEK FOR ASSISTANCE WITH THE BASIN MONITORING TASK FORCE

General Manager Joseph Zoba discussed the District's active participation in the Basin Monitoring Program Task Force, administered by the Santa Ana Watershed Project Authority (SAWPA), which coordinates water quality management efforts throughout the Santa Ana River watershed. Since the adoption of the Basin Plan in 2004, Yucaipa, Calimesa, and Beaumont have faced some of the region's most stringent water quality requirements, resulting in significant investments such as the construction of reverse osmosis facilities for the use of recycled water. Through collaboration and board direction, the District has successfully delivered significant improvements in regional water quality, maintaining commitments we made to the Regional Water Quality Control Board.

A key obligation within this framework is continued participation in the Basin Monitoring Program Task Force, which manages annual and periodic evaluations of water quality compliance, coordinates updates to waste load allocations for Total Dissolved Solids (TDS) and Nitrogen and produces essential data and modeling reports to inform watershed management. Dudek, as the District's consulting partner, provides specialized support that bridges regulatory, habitat, and groundwater management functions.

Director Joyce McIntire moved the Board of Directors authorize the General Manager to continue the professional services agreement with Dudek for a sum not to exceed \$17,920.

Director Nyles O'Harra seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

DM 25-213

CONSIDERATION OF AN  
ENGINEERING CONTRACT  
FOR THE PREPARATION OF  
DIGESTER CLEANING  
SPECIFICATIONS AT THE  
WOCHHOLZ REGIONAL  
WATER RECYCLING FACILITY

Operations Manager Charles Thomas presented a recommendation to enter into an engineering contract for the development of digester cleaning specifications at the Wochholz Regional Water Recycling Facility. The facility operates four anaerobic digesters, each with a capacity of approximately 263,000 gallons, which stabilize primary and wasted sludge. Over time, these digesters naturally accumulate grit and inert solids, which reduces their operational efficiency and capacity, making periodic cleaning every 10 to 12 years essential. The last comprehensive cleaning projects were completed in 2005 and 2014, putting the facility on schedule for its next maintenance cycle.

Cleaning of the digesters not only restores their performance, but also enables inspection of structural and mechanical components, including domes and gas piping. Woodard & Curran has proposed to prepare a bid package for the digester cleaning project, which will include detailed technical specifications, operational shutdown plans, contractor coordination, and guidance for proper disposal of removed solids. Cleaning will be sequenced to ensure only one digester is taken offline at a time, thereby maintaining stable operations and detention times required for treatment.

Director Joyce McIntire moved the Board of Directors authorize the General Manager to issue a contract with Woodard & Curran for an amount not to exceed \$34,810.

Director Greg Bogh seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes

Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

DM 25-214

NOTICE OF COMPLETION OF  
THE CHAGALL ROAD  
PIPELINE PROJECT

Public Works Manager Mike Rivera discussed the Notice of Completion for the Chagall Road Pipeline Project, which involved a pipeline infrastructure upgrade in the vicinity east of the new R-16.2 reservoir site near Oak Glen Road. The project replaced 1,400 linear feet of deteriorating steel and 6-inch PVC water mains - both of which were prone to failure and at the end of their service life - with a new 12-inch ductile iron pipeline. The upgrade also included installation of seven water services and two fire hydrants resulting in enhanced distribution system reliability, improved water quality, and improved fire protection for the area.

Throughout the project, the District's crews managed both engineering and construction challenges, including designing a bridge to route the new pipeline, executing carefully planned tie-ins to existing steel mains along Oak Glen Road, and coordinating major restoration and paving activities.

Recent storms and local flooding already tested the design and construction, but post-event inspections confirmed no damage had occurred, and staff promptly cleaned and restored the surrounding areas. The project was completed well under the original cost estimate, thanks in part to effective project management and competitive bidding for paving work.

Director Greg Bogh moved the Board: (1) authorize the General Manager to execute and file the Notice of Completion for the pipeline project on Chagall Road, Martell Avenue, and Lan Franc Road; and (2) adopt Resolution No. 2025-72 returning \$37,364 to the Infrastructure Reserves fund as a result of project savings.

Director Brett Granlund seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

DM 25-215

STATUS UPDATE FOR THE  
AQUIFER STORAGE AND  
RECOVERY PHASE 1  
PROJECT

Senior Engineering Technician Mia Preciado provided an overview of the Aquifer Storage and Recovery (ASR) Project in Calimesa and introduced Logan Wicks from Geoscience, who is the lead engineer for the project. Mr. Wicks detailed the progress on well construction and emphasized that preliminary testing is nearing completion. The ASR Project, once operational, will allow the groundwater basin to be recharged using highly purified recycled water injected through three ASR wells. The second phase of the project will add extraction wells to allow for recovery of the recharged water as potable supply, subject to applicable state regulatory requirements for water travel time.

In December 2024, the District awarded the Phase 1 construction contract to Layne Christensen Company. Throughout the project, which is funded under the WIFIA program, the District has ensured compliance with strict technical and regulatory standards, assisted by oversight from Woodard and Curran. Pump development and testing were completed for each ASR well, with stepwise flow tests conducted to evaluate extraction capabilities and impacts on groundwater. These results are currently being analyzed by Geoscience to complete the next steps in development of the injection system.

After the extraction tests, comprehensive injection testing was performed for each well, including step and constant-rate protocols, beginning with IW-1, followed by IW-2 and IW-3. Testing for the first two wells is finished, with IW-3 scheduled for completion by month's end. The continuing review of these results will help optimize equipment selection and develop an operational strategy.

Initial findings confirm that all three wells exhibit exceptional performance for both injection and extraction, providing operational flexibility and helping secure long-term, sustainable water management for the District.

As this report was presented for informational purposes with no board action required. District staff will continue to monitor project progress and provide regular updates at subsequent board meetings.

DM 25-216

STATUS UPDATE FOR THE  
SALINITY CONCENTRATION  
REDUCTION AND

Senior Engineering Technician Mia Preciado provided an update on the Salinity Concentration Reduction and Minimization (SCRAM) Project under construction at the Yucaipa Valley Regional Water Filtration Facility. This project, awarded to Borden Excavating in May 2024,

MINIMIZATION (SCRAM)  
PROJECT

involves installing three major treatment units: two microfiltration units, two nanofiltration trains, and one dissolved air flotation (DAF) unit.

The microfiltration and nanofiltration systems now have equipment racks and basement-level piping nearing completion. Although the main structures and vessels have been installed, final membrane installation for both systems is scheduled for a future date near the end of the project. Meanwhile, the DAF unit installation is nearly finished, with pipeline painting and aesthetic matching slated for completion after the Thanksgiving holiday.

Key improvements include new data cabling above the filtration units, enabling enhanced integration with the District's SCADA system for automated monitoring and control. Additionally, the project will include the replacement of manual valves that require District staff to manually adjust water flow through the treatment process multiple times each year with automated valves capable of remote operation through the SCADA system. The SCRAM improvements at the Yucaipa Valley Regional Water Filtration Facility will significantly increase staff efficiency and streamline overall facility operations.

As this report was presented for informational purposes with no board action required. District staff will continue to monitor project progress and provide regular updates at subsequent board meetings.

DM 25-217

STATUS UPDATE OF THE R-  
16.2 RESERVOIR AND  
BOOSTER PUMPING  
PROJECT

Director of Engineering Matthew Porras provided an update on the R-16.2 Reservoir and Booster Pumping Project, located off Oak Glen Road east of Bryant Street in Yucaipa. The new 600,000-gallon drinking water tank is now fully operational, replacing the old tank that had been in service since the early 1980s. Current efforts are concentrated on constructing the booster station, which will house two pump units, electrical controls, and SCADA communications equipment within a new building. This booster station is designed not only to boost water from lower elevations to higher zones, but also to allow controlled water transfer back into the reservoir as needed from higher elevations.

The project remains on schedule to be fully operational by mid-2026, although District staff are actively working to expedite delivery of long-lead items, including switchgear components and a backup generator that will ensure uninterrupted service in the event of a power outage.

As this report was presented for informational purposes with no board action required. District staff will continue to monitor project progress and provide regular updates at subsequent board meetings.

DM 25-218

**AUTHORIZATION TO ASSESS  
AND COMPLETE THE  
REHABILITATION OF  
DRINKING WATER WELL NO.  
48 LOCATED ON SINGLETON  
ROAD, CALIMESA**

General Manager Joseph Zoba explained that, with strong injection capabilities now confirmed for wells IW-1, IW-2, and IW-3, the next step in the Aquifer Storage and Recovery (ASR) Project is to prepare for the extraction of highly purified recharge water using Well No. 48, one of the District's most reliable production wells in the area.

The District staff recommends continuing to work with Layne to conduct an assessment and complete the rehabilitation of Well 48. The rehabilitation process will begin with Layne removing the pump and motor to perform a detailed equipment assessment along with a video inspection of the well casing to view mineral deposits and sediment buildup. Based on the findings, the District staff will authorize a rehabilitation workplan and determine the final scope and cost of repairs. After the recommended work is defined and approved, the District staff will return to the Board to present the findings and request ratification of the total cost for the rehabilitation, including the cost for the initial assessment.

Director Joyce McIntire moved the Board of Directors authorize the General Manager to contract with Layne for the assessment and rehabilitation of Well No. 48 with the final cost and fund transfer to be presented for ratification at a future meeting.

Director Brett Granlund seconded the motion.

The motion was approved by the following vote:

Director Greg Bogh - Yes  
Director Brett Granlund - Yes  
Director Joyce McIntire - Yes  
Director Nyles O'Harra - Yes  
Director Jay Bogh - Yes

**BOARD REPORTS AND  
DIRECTOR COMMENTS**

Director Joyce McIntire reported on the San Bernardino Valley Municipal Water District board meeting held on November 4, 2025.

Director Joyce McIntire reported on the Beaumont Cherry Valley Water District meeting held on November 12, 2025.

Director Joyce McIntire reported on the San Bernardino Valley Municipal Water District Resources and Engineering meeting held on November 13, 2025.

Director Brett Granlund reported on the AB 1572 meeting regarding non-functional turf held on November 13, 2025.

Director Joyce McIntire reported on the San Geronio Pass Water Agency board meeting held on November 17, 2025.

Director Brett Granlund and Director Nyles O'Harra reported on the Association of San Bernardino County Special Districts meeting held on November 17, 2025.

ANNOUNCEMENTS

Director Jay Bogh called attention to the announcements listed on the agenda.

CLOSED SESSION

None

ADJOURNMENT

The meeting was adjourned by Director Jay Bogh at 5:27 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary

(Seal)

# General Counsel Report



Yucaipa Valley Water District

# Staff Report



Yucaipa Valley Water District

# Discussion Items



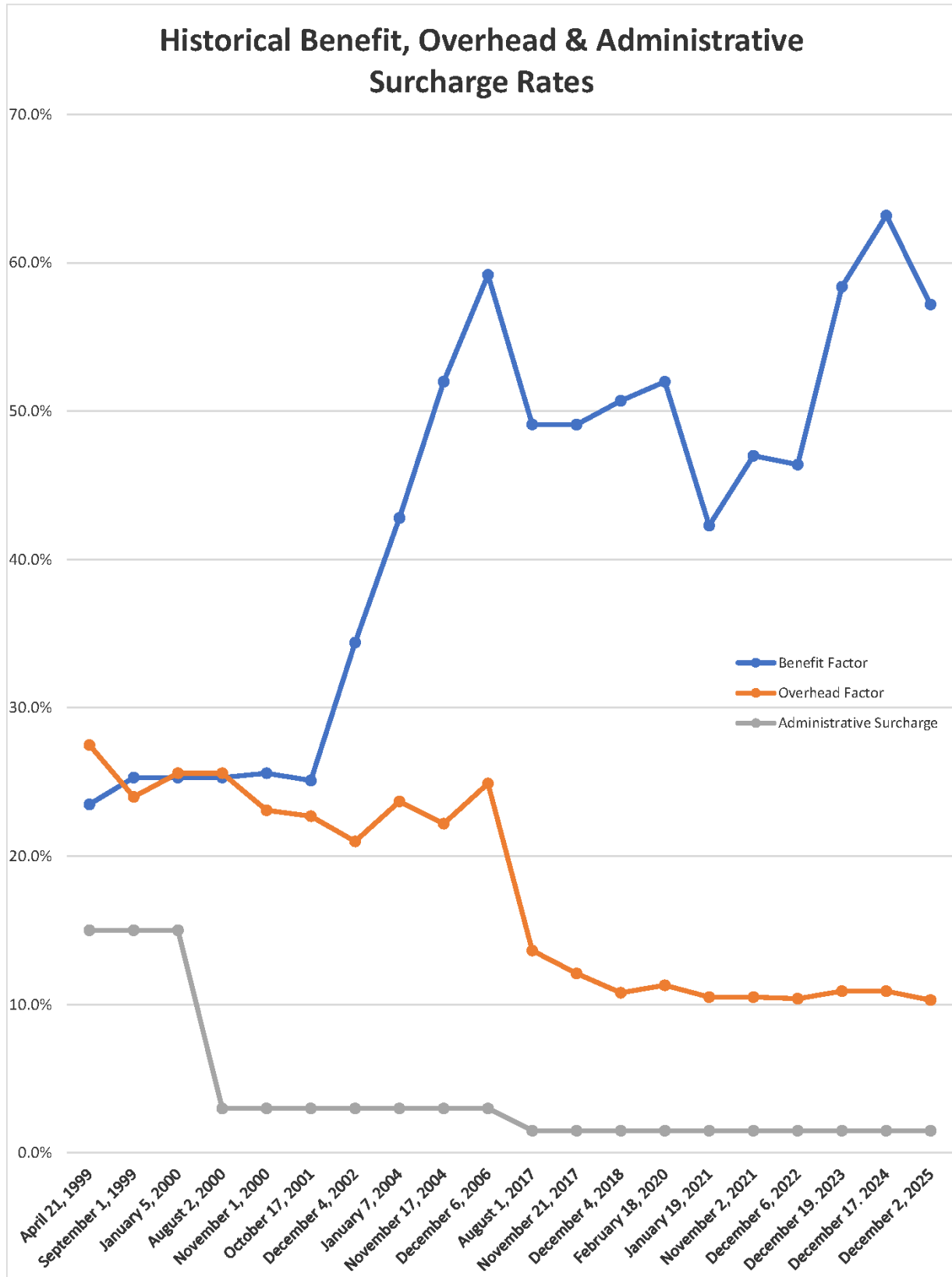
Yucaipa Valley Water District

**Date:** December 2, 2025**Task:** N/A**Prepared By:** Allison M. Edmisten, Chief Financial Officer**Subject:** Consideration of Resolution No. 2025-74 Establishing Employee Benefit, Administrative Overhead and Surcharge Factors**Recommendation:** That the Board adopt Resolution 2025-74.

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. 2024-56	Proposed YVWD Resolution No. 2025-74
Resolution Adoption Date	December 17, 2024	December 2, 2025
Employee Benefit Factor	63.2%	57.2%
Administrative Overhead Factor	10.9%	10.3%
Administrative Surcharge	1.5%	1.5%

Based on the District's Operating Budget for Fiscal Year 2026 and the Audited Financial Statement for Fiscal Year 2025, the District staff recommends adopting the attached resolution to amend the factors used to calculate charges for District services.



## RESOLUTION NO. 2025-74

### **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 57.2%. Attachment "A" illustrates the manner in which the Employee Benefit Factor was calculated.
2. Administrative Overhead Factor: The Administrative Overhead Factor shall be 10.3%. 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 December 2025.

YUCAIPA VALLEY WATER DISTRICT

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Jay Bogh, 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	\$1,310,167	\$680,356	51.9%
Public Works Department	\$2,340,807	\$1,305,729	55.8%
Administrative Services Department*	\$877,954	\$560,672	63.9%
Wastewater Division:			
Treatment Department	\$1,587,920	\$842,303	53.0%
Administration Department	\$877,962	\$511,985	58.3%
Environmental Control Department	\$934,697	\$597,754	64.0%
Recycled Water Division:			
Recycled Water Department	\$990,987	\$605,744	61.1%
<b>TOTAL LABOR RELATED EXPENSES:</b>	<b>\$8,920,494</b>	<b>+ \$5,104,543</b>	<b>= \$14,025,037</b>
	<b>Benefits</b>	<b>= \$5,104,543</b>	<b>= 57.2%</b>
	<b>Total Labor</b>	<b>\$8,920,494</b>	

THE RATE OF LABOR RELATED BENEFITS FOR PROJECTS BASED ON THE FY 2026 OPERATING BUDGET SHALL BE BILLED AT A RATE EQUAL TO:	0.572
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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 2026.

**CALCULATION OF OVERHEAD FACTOR**

	District Related Expenses for Fiscal Year 2025	Enterprise Related Expenses	Non-Enterprise Related Expenses & (Overhead)
<b>OPERATING EXPENSES:</b>			
Salaries and Employee Benefits	\$13,577,016	\$12,240,768	\$1,336,248
Electrical Power	\$4,296,959	\$4,296,959	
Water Purchases	\$1,884,321	\$1,884,321	
Administrative Services	\$1,131,490		\$1,131,490
Operating Supplies	\$1,013,468	\$1,013,468	
Maintenance and Repairs	\$2,473,998	\$2,473,998	
Crystal Creek Water Treatment	\$827,422	\$827,422	
Brineline Charges	\$180,884	\$180,884	
Depreciation/Amortization (Split 85%:15%)	\$10,947,563	\$9,305,429	\$1,642,134
Insurance	\$552,045	\$552,045	
Professional Fees	\$1,397,647	\$1,397,647	
Other (Split 50%:50%)	\$768,614	\$384,307	\$384,307
<b>NONOPERATING EXPENSES:</b>			
Interest Expense	\$4,692,563	\$4,692,563	
<b>TOTAL EXPENSES</b>	<b>\$43,743,990</b>	<b>\$39,249,810</b>	<b>\$4,494,180</b>
<b>PERCENTAGE OF TOTAL EXPENSES</b>	<b>100.0%</b>	<b>89.7%</b>	<b>10.3%</b>

THE RATE OF OVERHEAD FOR PROJECTS BASED ON THE FISCAL YEAR 2025 AUDIT SHALL BE BILLED AT A RATE EQUAL TO:	0.103
--	-------

Source: The information above was derived from the Audited Financial Statement dated June 30, 2025.

Attachment "B"

**BENEFIT & OVERHEAD CALCULATION METHODOLOGY**

Hourly Range Maximum of Job Title	[A]
Benefit Calculation Factor (0.572)	$[B] = [A] \times 0.572$
Overhead Calculation Factor (0.103)	$[C] = [A] \times 0.103$
<b>Total District Labor Expense</b>	<b><math>[D] = [A] + [B] + [C]</math></b>
<hr/>	
Sum of District Material Costs	[E]
Overhead Calculation Factor (0.103)	$[F] = [E] \times 0.103$
<b>Subtotal of District Material Expense</b>	<b><math>[G] = [E] + [F]</math></b>
<hr/>	
Sum of District Equipment Costs	[H]
Overhead Calculation Factor (0.103)	$[I] = [H] \times 0.103$
<b>Subtotal of District Equipment Expense</b>	<b><math>[J] = [H] + [I]</math></b>
<hr/>	
Sum of All Outside Services	[K]
Administrative Surcharge (0.015)	$[L] = [K] \times 0.015$
<b>Total of Outside Services Charges</b>	<b><math>[M] = [K] + [L]</math></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><math>[N] = [D] + [G] + [J] + [M]</math></b>



**Date:** December 2, 2025

**Task:** N/A

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

**Subject:** Consideration of Renewing the Cyber Liability Insurance for 2025-26

**Recommendation:** That the Board authorize the General Manager to execute contracts with Alliant Insurance Services for cyber liability insurance.

---

Cyber liability insurance covers financial losses that result from data breaches and other cyber events. A cyber event means any actual or suspected unauthorized system access, electronic attack or privacy breach, including denial of service attack, cyber terrorism, hacking attack, Trojan horse, phishing attack, man-in-the-middle attack, application-layer attack, compromised key attack, malware infection (including spyware or Ransomware) or computer virus. System failure means any sudden, unexpected, and continuous downtime of the computer systems which renders the District incapable of supporting their normal business function and is caused by an application bug, an internal network failure or hardware failure.

The attached proposal includes first-party coverage which applies to losses sustained directly by the District, as in the District's computer system was lost, stolen, or compromised. There are numerous other coverage parts that are associated with a data breach, including notification costs associated with a data breach, incident response, legal and regulatory costs, and cyber extortion (ransom).

The cyber liability insurance market continues to experience increases due to the increase in cyber-crime and ransomware attacks. The proposal the District received is a 12.2% increase from the current year, or a \$2,545.45 increase for a total premium cost of \$23,469.54.

The District currently has cyber liability insurance coverage with Alliant Insurance Services with a \$3,000,000 limit and recommends staying with the policy coverage for the annual cost of \$23,469.54. The District was able to receive this renewal from our existing insurance provider.

Financial Consideration:

The premium for this insurance coverage has increased by \$2,545.45. Because the District received a reduced premium last year, the increase for this year brings us back in line with the 2023 premium. This cost will be divided amongst enterprise funds as provided below.

Fund	% Allocation	G/L Account	Amount
Water	45%	02-506-56001	\$10,561.29
Sewer	45%	03-506-56001	\$10,561.29
Recycled Water	10%	04-506-56001	\$2,346.96
Total			<b>\$23,469.54</b>



## Cyber Liability Insurance Proposal

Presented by Seth Cole, ARM  
Date Presented November 9, 2025

Alliant Insurance Services, Inc.  
560 Mission Street, 6th Floor  
San Francisco, CA 94105  
O 415 403 1400  
F 415 874 4813  
CA License No. 0C36861  
[www.alliant.com](http://www.alliant.com)



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## Company Profile

Alliant provides risk management, insurance, and consulting services to thousands of clients nationwide, delivering tailored products and services engineered to mitigate risk, improve performance, and promote long-term growth. Our core business includes property and casualty insurance services, middle-market brokerage, employee benefits, and underwriting, each staffed with dedicated industry specialists who understand the unique market dynamics facing their clients.

In addition to our 90-plus year legacy of service and results, Alliant is one of the industry's fastest-growing organizations. As America's 10th largest insurance brokerage, we have an active presence in every U.S. market and an extensive arsenal of best-in-class resources and intelligence that moves our clients forward in today's competitive market climate.

Alliant has a broad reach that covers a wide range of industries, including:

- Agriculture
- Aviation
- Construction
- Energy and Marine
- Environmental
- Healthcare
- Financial Institutions
- Law
- Public Entity
- Real Estate
- Tribal Nations
- And many more



## Alliant Advantage

	Alliant	Competition
90 years of leadership in meeting the insurance needs of businesses and public entities across the US.	✓	
National presence with best-in-class resources and expertise.	✓	
Privately owned and operated.	✓	
Flat management structure with no bureaucracy, empowering senior leadership to take a hands-on approach to client service that expands the entire lifecycle of the relationship.	✓	
A full-service insurance agency that addresses all of your risk and insurance needs, including property, casualty, life, and health.	✓	
A diverse team of industry specialists who understand the unique needs of your business.	✓	
Considerable buying power through more than 40 insurance carriers, enabling for the delivery of the best coverage at the most competitive pricing.	✓	
State-licensed support staff.	✓	
A full-service approach that includes risk management services to help identify hazards and present options.	✓	
Workers' compensation insurance claims management at no additional charge.	✓	



## Your Service Team

**Seth Cole, ARM**  
**Senior Vice President**

[scole@alliant.com](mailto:scole@alliant.com)

Phone: 415 403 1419

**Thary Ou**  
**Account Manager**

[tou@alliant.com](mailto:tou@alliant.com)

Phone: 415 403 1433



## Named Insured

### Yucaipa Valley Water District

#### NAMED INSURED DISCLOSURE

- Name Insured(s) should match State of Incorporation filing. Inform Alliant if there is a difference or change.
- The First Named Insured policy status granted includes certain rights and responsibilities. These responsibilities do not apply to other Named Insureds on the policy. Some examples for First Named Insured status include: (1) being designated to act on behalf of all insureds for making policy changes, (2) receiving of correspondence, (3) distributing claim proceeds, and (4) making premium payments.
- **Are ALL entities listed as named insureds?** Coverage is **not** automatically afforded to all entities unless specifically named. Confirm with your producer and service team that all entities to be protected are on the correct policy. Not all entities may be listed on all policies based on coverage line.
- Additional named insured is (1) A person or organization, other than the first named insured, identified as an insured in the policy declarations or an addendum to the policy declarations. (2) A person or organization added to a policy after the policy is written with the status of named insured. This entity would have the same rights and responsibilities as an entity named as an insured in the policy declarations (other than those rights and responsibilities reserved to the first named insured).
- Applies to Professional Liability, Pollution Liability, Directors & Officers Liability, Employment Practices Liability, Fiduciary Liability policies (this list not all inclusive). Check your Policy language for applicability. These policies provide protection to the Named Insured for claims made against it alleging a covered wrongful act.



## Premium Summary

Coverage	Expiring Premium*		Renewal Premium*	
Cyber Liability	\$	20,924.09	\$	23,469.54
<b>TOTAL</b>	<b>\$</b>	<b>20,924.09</b>	<b>\$</b>	<b>23,469.54</b>

\*Includes TRIA premium, policy fee, service fee and surplus lines taxes/fees

### Payment Terms

- Premium is due within 30 days of policy inception
- Agency Bill
- Payment Plan: Annual

### Options

- None



## Cyber Liability Coverage

	Present Coverage	Proposed Coverage
<b>Insurance Company</b>	Palomar Excess and Surplus Insurance Company	Palomar Excess and Surplus Insurance Company
<b>A.M. Best Rating</b>	A (Excellent), Financial Size Category: X (\$500 Million to Less than \$750 Million) as of July 30, 2024	A (Excellent), Financial Size Category: XI (\$750 Million to Less than \$1 Billion) as of September 11, 2025
<b>Standard &amp; Poor's Rating</b>	Not Rated	Not Rated
<b>California Status</b>	Non-Admitted	Non-Admitted
<b>Policy/Coverage Term</b>	December 31, 2024 to December 31, 2025	December 31, 2025 to December 31, 2026
<b>Policy #</b>	PLM-CB-SUU8W3SBV-003	TBD

### Coverage Form

Cowbell Cyber Risk Insurance Policy - Prime 250 - PRIME 250SL 001 10 20 - Claims Made and Reported

### Retroactive Date

- Full Prior Acts, except
- December 31, 2022 for Reputational Harm Expense
- Full Prior Acts, except
- December 31, 2022 for Reputational Harm Expense

### Revenue

\$37,050,648.00

\$45,717,667.00

### Limits

\$ 3,000,000 Aggregate Limit

\$ 3,000,000 Aggregate Limit

### Liability Expense

\$ 3,000,000 Liability Costs  
\$ 3,000,000 PCI Costs  
\$ 3,000,000 Regulatory Costs

### Liability Expense

\$ 3,000,000 Liability Costs  
\$ 3,000,000 PCI Costs  
\$ 3,000,000 Regulatory Costs



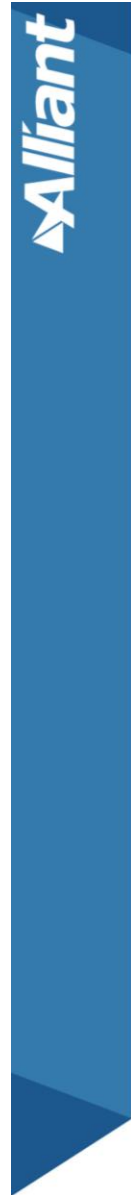
## Cyber Liability Coverage - Continued

Limits - Continued	Present Coverage		Proposed Coverage	
	First Party Expense		First Party Expense	
	\$ 3,000,000	Cowbell Breach Fund	\$ 3,000,000	Cowbell Breach Fund
	\$ 3,000,000	Data Restoration Costs	\$ 3,000,000	Data Restoration Costs
	\$ 3,000,000	Extortion Costs	\$ 3,000,000	Extortion Costs
	\$ 3,000,000	Business Impersonation Costs	\$ 3,000,000	Business Impersonation Costs
	\$ 3,000,000	Reputational Harm Expense	\$ 3,000,000	Reputational Harm Expense
	<b>First Party Loss</b>		<b>First Party Loss</b>	
	\$ 3,000,000	Business Interruption Loss	\$ 3,000,000	Business Interruption Loss
	\$ 3,000,000	Contingent Business Interruption Loss	\$ 3,000,000	Contingent Business Interruption Loss
	\$ 3,000,000	System Failure	\$ 3,000,000	System Failure
	\$ 3,000,000	Contingent System Failure	\$ 3,000,000	Contingent System Failure
	\$ 250,000	Cyber Crime Loss	\$ 250,000	Cyber Crime Loss
	\$ 3,000,000	Bricking Costs	\$ 3,000,000	Bricking Costs
	\$ 100,000	Criminal Reward Costs	\$ 100,000	Criminal Reward Costs
	<b>Coverage Endorsements</b>		<b>Coverage Endorsements</b>	
	\$ 3,000,000	California Consumer Privacy Act	\$ 3,000,000	California Consumer Privacy Act
	\$ 3,000,000	General Data Protection Regulation	\$ 3,000,000	General Data Protection Regulation
	\$ 3,000,000	Media Liability	\$ 3,000,000	Media Liability
	\$ 100,000	Cryptojacking	\$ 100,000	Cryptojacking



## Cyber Liability Coverage - Continued

Limits - Continued	Present Coverage		Proposed Coverage	
	Coverage Endorsements - Continued		Coverage Endorsements - Continued	
	\$ 2,000,000 Separate Cowbell Breach Fund Costs Endorsement		\$ 2,000,000 Separate Cowbell Breach Fund Costs Endorsement	
Defense Inside/Outside the Limit	Inside the Limit		Inside the Limit	
Who has the Duty to Defend	Insurer		Insurer	
Deductible	\$ 15,000 except \$ 25,000 Cryptojacking Not Applicable Reputational Harm Expense / Criminal Reward Costs		\$ 15,000 except \$ 25,000 Cryptojacking Not Applicable Reputational Harm Expense / Criminal Reward Costs	
Waiting Period	12 Hours		12 Hours	
Endorsement & Exclusions (including but not limited to)	<ul style="list-style-type: none"> <li>• Surplus Lines Compliance Notice</li> <li>• California Surplus Lines Notice</li> <li>• Notice to Policyholders - U.S. Treasury Department's Office of Foreign Assets Control (OFAC)</li> <li>• Customer Notice of Privacy Policy and Producer Compensation Practices Disclosure</li> <li>• Service of Process Endorsement</li> <li>• California Consumer Privacy Act (CCPA) Endorsement</li> </ul>		<ul style="list-style-type: none"> <li>• Surplus Lines Compliance Notice</li> <li>• California Surplus Lines Notice</li> <li>• Notice to Policyholders - U.S. Treasury Department's Office of Foreign Assets Control (OFAC)</li> <li>• Customer Notice of Privacy Policy and Producer Compensation Practices Disclosure</li> <li>• Service of Process Endorsement</li> <li>• California Consumer Privacy Act (CCPA) Endorsement</li> </ul>	



## Cyber Liability Coverage - Continued

	Present Coverage	Proposed Coverage
<b>Endorsement &amp; Exclusions - Continued</b> (including but not limited to)	<ul style="list-style-type: none"> <li>General Data Protection Regulation (GDPR) Endorsement</li> <li>Media Liability Endorsement</li> <li>Cryptojacking</li> <li>Amend Cooperation Clause Endorsement - 80%</li> <li>Blanket Additional Insured Coverage</li> <li>BIPA Exclusion Endorsement</li> <li>War Exclusion Endorsement</li> <li>Amended Cyber Event Amendatory Endorsement</li> <li>Separate Cowbell Breach Fund Costs Endorsement</li> <li>Disclosure Pursuant to Terrorism Risk Insurance Act</li> <li>Cap on Losses from Certified Acts of Terrorism</li> <li>Trade or Economic Sanctions Exclusion Endorsement</li> <li>Important Notice - D-1</li> </ul>	<ul style="list-style-type: none"> <li>General Data Protection Regulation (GDPR) Endorsement</li> <li>Media Liability Endorsement</li> <li>Cryptojacking</li> <li>Amend Cooperation Clause Endorsement - 80%</li> <li>Blanket Additional Insured Coverage</li> <li>BIPA Exclusion Endorsement</li> <li>War Exclusion Endorsement</li> <li>Amended Cyber Event Amendatory Endorsement</li> <li>Separate Cowbell Breach Fund Costs Endorsement</li> <li>Disclosure Pursuant to Terrorism Risk Insurance Act</li> <li>Cap on Losses from Certified Acts of Terrorism</li> <li>Trade or Economic Sanctions Exclusion Endorsement</li> <li>D-1: Important Notice</li> </ul>
<b>Total Cost Excluding TRIA</b>	Not Applicable	Not Applicable
<b>Total Cost Including TRIA</b>	\$ 19,396.04 Policy Premium \$ 193.96 TRIA Premium \$ 350.00 Market Policy Fee \$ 350.00 Amwins Service Fee \$ 598.20 CA Surplus Lines Tax (3%) \$ 35.89 CA Stamping Fee (0.18%) <b>\$ 20,924.09 Total Cost</b>	\$ 21,838.62 Policy Premium \$ 218.38 TRIA Premium \$ 350.00 Market Policy Fee \$ 350.00 Amwins Service Fee \$ 672.21 CA Surplus Lines Tax (3%) \$ 40.33 CA Stamping Fee (0.18%) <b>\$ 23,469.54 Total Cost</b>



## Cyber Liability Coverage - Continued

	Present Coverage	Proposed Coverage
<b>Minimum Earned Premium</b>	0%	0%
<b>Extended Reporting Period</b>	<ul style="list-style-type: none"> <li>1 Year at 75% of Annual Premium</li> <li>2 Years at 125% of Annual Premium</li> <li>3 Years at 150% of Annual Premium</li> </ul>	<ul style="list-style-type: none"> <li>1 Year at 75% of Annual Premium</li> <li>2 Years at 125% of Annual Premium</li> <li>3 Years at 150% of Annual Premium</li> </ul>
<b>Policy Auditable</b>	Not Auditable	Not Auditable
<b>Quote Valid Until</b>	No Longer Applicable	December 31, 2025
<b>Binding Conditions</b>	No Longer Applicable	<ul style="list-style-type: none"> <li>A written request to bind coverage</li> <li>Please provide the main contact for this policy.</li> </ul>

See Disclaimer Page for Important Notices and Acknowledgment



## Disclosures

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

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

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

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

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

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

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



## NY Regulation 194

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

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

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

## Privacy

At Alliant, one of our top priorities is making sure that the information we have about you is protected and secure. We value our relationship with you and work hard to preserve your privacy and ensure that your preferences are honored. At the same time, the very nature of our relationship may result in Alliant's collecting or sharing certain types of information about you in order to provide the products and services you expect from us. Please take the time to read our full Privacy Policy posted at [www.alliant.com](http://www.alliant.com), and contact your Alliant service team should you have any questions.

## Other Disclosures / Disclaimers

### FATCA:

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



#### Other Disclosures / Disclaimers - Continued

##### NRRA:

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

##### Guarantee Funds

Established by law in every state, guaranty funds are maintained by a state's insurance commissioner to protect policyholders in the event that an insurer becomes insolvent or is unable to meet its financial obligations. If your insurance carrier is identified as 'Non-Admitted', your policy is not protected by your state's Guaranty Fund.

##### Claims Reporting:

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

##### Claims Made Policy:

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

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



## Other Disclosures / Disclaimers - Continued

### Changes and Developments

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

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



## Other Disclosures / Disclaimers - Continued

### Certificates / Evidence of Insurance

A Certificate or Evidence is issued as a matter of information only and confers no rights upon the certificate holder. The certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by a policy, nor does it constitute a contract between the issuing insurer(s), authorized representative, producer or recipient.

You may have signed contracts, leases or other agreements requiring you to provide this evidence. In those agreements, you may assume obligations and/or liability for others (Indemnification, Hold Harmless) and some of the obligations that are not covered by insurance. We recommend that you and your legal counsel review these documents.

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

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

- Your policy limits are now shared with other entities; their claims involvement may reduce or exhaust your aggregate limit.
- Your policy may provide higher limits than required by contract; your full limits can be exposed to the additional insured.
- There may be conflicts in defense when your insurer has to defend both you and the additional insured.
- An additional insured endorsement will most likely not provide notification of cancellation. Some insurance companies use a "blanket" additional insured endorsement that provides coverage automatically when it is required in a written contract. Most insurance companies do not want to be notified of all additional insureds when there is a blanket endorsement on the policy. If a notice of cancellation is required for the additional insured party, you must notify us immediately and we will request an endorsement from your insurance company. There may be an additional premium for adding a notice of cancellation endorsement for an additional insured.

**See Request to Bind Coverage page for acknowledgment of all disclaimers and disclosures.**



## Request to Bind Coverage

Yucaipa Valley Water District

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

Coverage Line	Bind Coverage for:
Cyber Liability	<input type="checkbox"/>

**Did you know that Alliant works with premium financing companies? Are you interested in financing your annual premium?**

Yes, please provide us with a financing quote.	No, we do not wish to finance our premium.
<input type="checkbox"/>	<input type="checkbox"/>

*This Authorization to Bind Coverage also acknowledges receipt and review of all disclaimers and disclosures, including exposures used to develop insurance terms, contained within this proposal.*

Signature of Authorized Insured Representative	Date
Title	
Printed / Typed Name	

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



**Date:** December 2, 2025

**Task:** N/A

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

**Subject:** Consideration of a Claim for Damages – Susan Smith

**Recommendation:** That the Board deny the claim for damages and notify the District's insurance carrier of the denied claim for damages.

---

On November 1, 2025, District staff received a claim for damage from Ms. Susan Smith, who resides at 34063 Nebraska Lane, Yucaipa. Ms. Smith contends that, several years ago, the District regularly flushed water from one of its wells into the wash behind her property. This activity, according to Ms. Smith, led to the growth of various trees along her fence. In recent years, however, the District has discontinued this practice; specifically, well flushing ceased in May 2023, and the well was formally inactivated in October 2023. Without additional water, the trees along Ms. Smith's fence line have subsequently dried out. During a recent windstorm, one of these dead trees fell and caused damage to her fence.

Ms. Smith is requesting reimbursement in the amount of \$300 for fence repairs resulting from the incident.

District staff have reviewed the claim and determined that the District is not responsible for maintaining trees on or near private property, especially those growing in the wash or creek area that also serves as an easement for District sewer infrastructure. The termination of flushing was a result of routine operational decisions, and the maintenance of vegetation in the easement area falls outside the District's scope of responsibility under current well and easement management standards.

Based on these facts, District staff recommends the Board of Directors deny Ms. Smith's claim for damages. A copy of the claim and the proposed denial will be forwarded to the District's insurance carrier for their records.

## YUCAIPA VALLEY WATER DISTRICT – CLAIM FORM

### INSTRUCTIONS

On the reverse side of sheet is a claim form for filing a claim against Yucaipa Valley Water District. The original and one identical copy of this form, together with a copy of all attachments, are to be filed with the Yucaipa Valley Water District. Retain one copy for your records. Please send to this address:

Yucaipa Valley Water District

Attn: Claims Dept.

12770 2<sup>nd</sup> St

Yucaipa, Ca. 92399

(909) – 797-6381 FAX



**Please fill out form completely. Additional sheets may be attached if more space is needed. Missing information may delay the processing of your claim. Please print.**

### Claims:

Claims for death, injury to person or personal property must be filed not later than six months after the occurrence. (Gov. Code Sec. 911.2)

Claims for damage relating to any other cause of action must be filed not later than 1 year after the occurrence. (Gov. Code Sec. 911.2)

**This claim form must be signed and dated.**

### Who is Responsible for Damages?

No utility is in a position to guarantee 100 percent continuity of water service. However, it is our policy to investigate claims in order to determine if our conduct or inaction was unreasonable under the circumstances, thereby causing injury or damages. YVWD will not be liable for interruption or shortage or insufficiency of supply, or any loss or damage of any kind, if same is caused by inevitable accident, act of God, fire, strikes, riots, war, or any other cause except that arising from its failure to exercise reasonable diligence.

### Determination of Responsibility and Payment if YVWD is at fault

YVWD will conduct an investigation based on the information you provide on your claim form and internal YVWD records and interviews with YVWD field personnel. The investigation results will determine whether your claim is accepted or rejected. If your claim is accepted, YVWD's payment with regard to property damage will depend on the extent of damage and value of the property. If the property can be repaired, YVWD will pay the cost of repair. If the property cannot be repaired, YVWD will generally pay reasonable market value for the property at the time it was damaged, or the depreciated cost to replace the property, whichever is less. Payment for bodily injury is determined by several factors including, but not limited to, type and severity of injury, medical bills incurred, loss of wages (if any) and permanent disability sustained (if any).

## Claim for Damage

Name	Susan Smith	<b>Clerks Date Stamp</b>     *This box is for Official Use only!
Address	34063 Nebraska Lane, Yucaipa	
Phone(s)	909-795-1602	
Business	Home	
E-mail:	smiths4063@yahoo.com	
Address at time of loss/incident:	34063 Nebraska Lane, Yucaipa	
Description of Details: (Describe how the loss/incident occurred)		
See attached		
(Attach additional pages and supporting documentation as needed)		
YVWD's involvement : (If possible, please identify employee and/or department involved)		
N/A		

Witnesses: (please provide address and phone numbers)

1. NA	2.	3.
Property Damage (please describe the value and extent of the damage to your home, automobile or personal property: (Attach estimates, bills, or whatever documentation of damages you have)		
NA		

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License # \_\_\_\_\_ Insurance  
Co. \_\_\_\_\_ Policy #: \_\_\_\_\_

Where you Injured?: No: <input checked="" type="checkbox"/> Yes: <input type="checkbox"/> (If yes please complete the following)
Describe your injury (Identify your doctor(s)/Health care provider(s))
Are you still receiving Medical Treatment? No: <input checked="" type="checkbox"/> Yes: <input type="checkbox"/>
Employer: _____ Type of Work: _____
Wage Loss? No: <input checked="" type="checkbox"/> Yes: <input type="checkbox"/> If Yes, rate of pay: _____

\*"I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct"

Date and Place (City and State)	NA	Signature
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## Automobile Accident Report

N/A

Date:		
Name of Owner of Your Vehicle:		
Model Year:	Make of Car:	Body Style:
State and License No.	Mileage:	IF Leased, by Whom Held
Name of Your Insurance Co.		
Type of Insurance Carried		
Name of Driver:	Address:	Phone No.:
Relationship of Driver To Owner:	Driver's Date of Birth:	Driver's License No.:
Date of Accident:	Time: (AM / PM)	Location: (Address No. And Street)
City- Town:		State:

## OCCUPANTS OF VEHICLE:

Name	Address	Approx. Age	Relation to Owner	Your Vehicle	Other Vehicle	Ped.	Injured

Nature of injuries: \_\_\_\_\_

Where Treated: \_\_\_\_\_ Name of Treating Physician: \_\_\_\_\_

## DAMAGE TO PROPERTY OF OTHERS

Extent of Damage: \_\_\_\_\_

If Auto, Make of Vehicle:	State and License #:	Driver's License #:
Owner's Name	Address:	Phone:
Driver's Name (if different)	Address:	Phone:

## Witnesses, (Include occupant's of Vehicle)

Name:	Address:	Phone:

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**\*Must Complete Back Page!**

N/A

Identify each car and direction by numbered arrow.  
 Thus: —→ Show each car's position at the moment when collision occurred. Show direction and distance each vehicle traveled prior to collision by solid line(s).  
 Thus: —→ Show direction and distance traveled after collision by dotted line.  
 Thus: —→ Show pedestrian(s) by small circle, Thus: ○ Railroads by: + + + +

INDICATE NORTH  
IN CIRCLE ABOVE

**CONSTRUCTION AND CONDITION OF ROAD, WEATHER, TIME**

CONCRETE	<input type="checkbox"/>	DRY	<input type="checkbox"/>	SMOOTH	<input type="checkbox"/>	CLEAR	<input type="checkbox"/>
GRAVEL	<input type="checkbox"/>	WET	<input type="checkbox"/>	ROUGH	<input type="checkbox"/>	RAINING	<input type="checkbox"/>
OILED	<input type="checkbox"/>	ICY	<input type="checkbox"/>	UPHILL	<input type="checkbox"/>	MISTY	<input type="checkbox"/>
DIRT	<input type="checkbox"/>		<input type="checkbox"/>	DOWNHILL	<input type="checkbox"/>	FOG	<input type="checkbox"/>
ASPHALT	<input type="checkbox"/>		<input type="checkbox"/>	LEVEL	<input type="checkbox"/>	SNOW	<input type="checkbox"/>

TIME OF ACCIDENT: \_\_\_\_\_ O'CLOCK AM PM

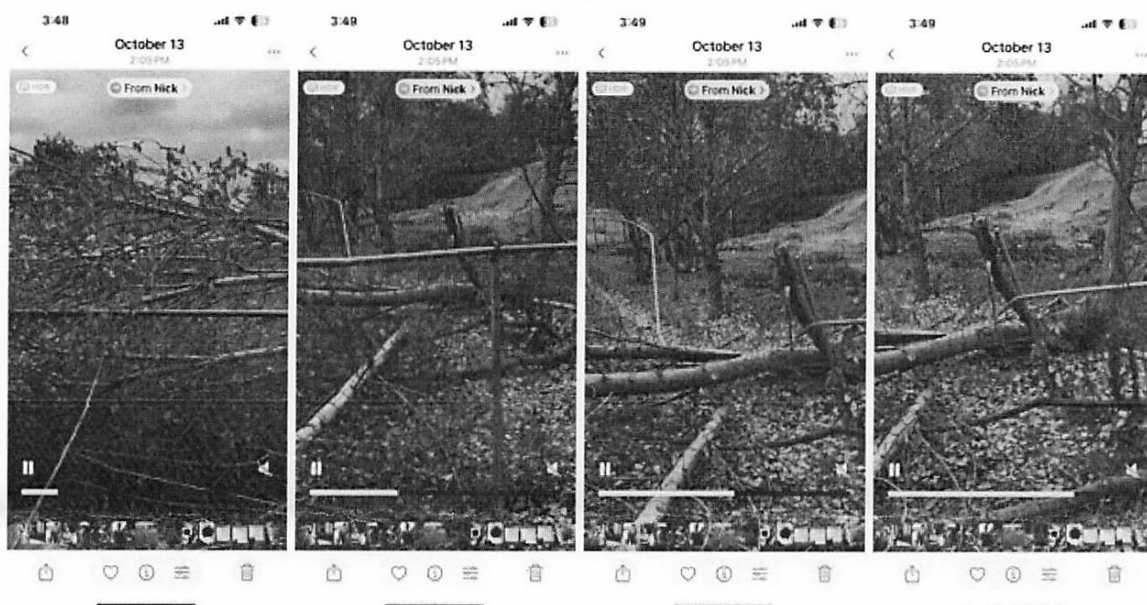
To the Yucaipa Valley Water District

On Monday, October 13, 2025, a large tree blew down and demolished part of my chain link fence. I believe that this was caused by the water company's practices over many years. I have lived at my current address for 48 years. During this time the water company has let water out of well 3 on a daily basis. I was told that it was necessary to remove the tannins. During this time a creek formed at the bottom of my property. It was large enough that when I decided to put a chain link fence across the bottom, I was told by the fence company that I would have to have it moved three feet from the property line because the ground was too wet for the cement to dry. So that is what I did. The water continued to be released and volunteer trees grew for several years becoming quite tall. Then the water company decided to take well 3 offline. This then caused the usually wet ground to dry out and the trees to dry out. Then a high wind came and the tree blew down onto my fence.

I have a dog that misses being able to run in his backyard and would appreciate you fixing the fence as soon as possible. My neighbor pulled the tree off the fence and cut it up but it was left at the bottom of my property. As an 83 year old single woman, living on a fixed income I have no means to repair the fence and remove the wood.

I would appreciate your prompt attention to this matter of repairing my fence.

*Susan A. Smith*



**INVOICE**DATE 11-12 2025NAME &  
ADDRESS

Sue Smith  
34063 Nebraska  
Yucaipa CA 92399

LAWN SERVICE

FULL

YES ☐NO ☒MOW, EDGE,  
AND CLEANWEEKLY ☐OTHER ☒

GARDEN SERVICE

PRUNE AND TRIM

CLEAN-UP

FERTILIZER

SEED &amp; TOPPING

PLANTS &amp; COLOR

IRRIGATION SPRINKLERS

PLANTER WORK

SPRAY

Fence Repair

\$ 300<sup>00</sup>

TOTAL

\$ 300<sup>00</sup>

GARDENER

Victor Oliva  
(909) 771-9630

STAR GARDEN SUPPLY, INC.

over



## Yucaipa Valley Water District

**To:** Joseph Zoba, General Manager

**From:** Mike Kostelecky, Operations Manager

**Date:** November 3, 2025

**Subject:** Discovery for Ms. Susan Smith Claim dated November 1, 2025.

## Claim for Damage

Name	Susan Smith	<div>Clerks Date Stamp</div>     <div>*This box is for Official Use only!</div>
Address	34063 Nebraska Lane, Yucaipa	
Phone(s)	909-195-1602	
Business	Home Message/Cell	
E-mail:	smiths4063@yahoo.com	
Address at time of loss/incident:	34063 Nebraska Lane, Yucaipa	
Description of Details: (Describe how the loss/incident occurred)		
See attached		

## To the Yucaipa Valley Water District

On Monday, October 13, 2025, a large tree blew down and demolished part of my chain link fence. I believe that this was caused by the water company's practices over many years. I have lived at my current address for 48 years. During this time the water company has let water out of well 3 on a daily basis. I was told that it was necessary to remove the tannins. During this time a creek formed at the bottom of my property. It was large enough that when I decided to put a chain link fence across the bottom, I was told by the fence company that I would have to have it moved three feet from the property line because the ground was too wet for the cement to dry. So that is what I did. The water continued to be released and volunteer trees grew for several years becoming quite tall. Then the water company decided to take well 3 offline. This then caused the usually wet ground to dry out and the trees to dry out. Then a high wind came and the tree blew down onto my fence.

I have a dog that misses being able to run in his backyard and would appreciate you fixing the fence as soon as possible. My neighbor pulled the tree off the fence and cut it up but it was left at the bottom of my property. As an 83 year old single woman, living on a fixed income I have no means to repair the fence and remove the wood.

I would appreciate your prompt attention to this matter of repairing my fence.

*Susan A. Smith*



District Well 2 is on Wildwood Canyon Drive and flushes to the natural creek and/or storm drain seen in the picture above. The site was last in the system in May 2023 and was inactivated in October 2023. Historically, the well would flush for extensive periods of time up to a month to reduce the nitrate concentration to an acceptable level. Ultimately, this effort fell short and the District physically and administratively disconnected it from the drinking water system.

The natural creek also serves as an easement for the District's sewer infrastructure and I am unaware as this pertains to the proximity of Ms. Smith's property line and fence.

Through the years, I have spoken with Ms. Smith on a few occasions providing updates about the flushing and running the well. I have never personally seen the fencing or trees she is referencing in her claim.

The District is looking at utilizing this site for the non-potable system and will look at alternatives for future flush water discharge.



**Date:** December 2, 2025

**Task:** N/A

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

**Subject:** Notice of Yucaipa Valley Water District's Preparation of the 2025 Urban Water Management Plan

**Recommendation:** Staff presentation, no action required.

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As a result of the Urban Water Management Planning Act, urban water suppliers with more than 3,000 connections are required to adopt an Urban Water Management Plan (UWMP) every five years. The purpose of the UWMP is to demonstrate that the water supplier has a sufficient supply of water available to meet its customers during normal, single dry, and multiple dry water years.

In addition, Water Code Section 10621(b) requires urban water suppliers to notify any city or county within which the supplier provides water that the retail water agency will be updating its UWMP. Once a draft of the Plan is available for public review and comment, District staff will notify the cities and counties at least 60 days prior to Yucaipa Valley Water District's public hearing to approve the 2025 UWMP. The UWMP is due to the Department of Water Resources by July 1, 2026.



## **Notice of Yucaipa Valley Water District's Preparation of the 2025 Urban Water Management Plan**

This notice is to inform you that the Yucaipa Valley Water District (YVWD) is preparing its 2025 Urban Water Management Plan (UWMP) pursuant to the California Water Code (CWC). YVWD provides drinking water, recycled water, and sewer service to the cities of Yucaipa and Calimesa, and prepares a UWMP every five years to demonstrate long-term water supply reliability, demand management, and drought resilience consistent with State requirements. The YVWD service area is located within both the San Bernardino Valley Municipal Water District and the San Geronio Pass Water Agency, the two wholesale agencies providing imported supplies to YVWD, and the District's service area will be incorporated within both wholesalers' Regional Urban Water Management Plans for consistency and coordination.

The 2025 UWMP will document YVWD's projected water demands, available supplies, and conservation programs; describe the use and integration of potable and recycled water resources; and assess water supply reliability over normal, single-dry, and multiple-dry years through 2045. The plan will also include YVWD's Water Shortage Contingency Plan, outlining staged demand reduction and supply augmentation actions tailored to the District's operations and customer needs. Each element is designed to ensure reliable and sustainable service for YVWD's customers in Yucaipa and Calimesa under a range of hydrologic and regulatory conditions.

In accordance with CWC Section 10642 encouraging active public involvement, YVWD will provide opportunities for community participation through a public hearing anticipated in April or May 2026 prior to plan adoption. A draft of the 2025 UWMP will be available for public review before the hearing, allowing: community input on water supply reliability; consideration of the economic impacts of meeting CWC requirements; and discussion of the Water Shortage Contingency Plan. Following the hearing, the YVWD Board will consider adoption prior to July 1, 2026, consistent with mandatory timelines set by the State of California.

Detailed information, including public hearing notices, schedules, and draft plan materials, will be available on the Yucaipa Valley Water District's website at [www.yvwd.us](http://www.yvwd.us).

Questions regarding this notice or the 2025 UWMP process may be directed to Yucaipa Valley Water District using the contact information provided on the District's website, or to Resource Manager Jennifer Ares at [jares@yvwd.us](mailto:jares@yvwd.us), or (909) 797-5117.



**Date:** December 2, 2025

**Task:** 140879

**Prepared By:** Ryan Janisch, Public Works Supervisor

**Subject:** Consideration for the Repair of a Pump from Lift Station No. 3

**Recommendation:** That the Board: (1) authorize the repair of a sewage pump in the amount of \$10,617.61; and (2) adopt Resolution No. 2025-75 transferring reserve funds to cover the cost of this repair.

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One of the sewer pumps at Lift Station No. 3 has failed and requires either a rebuild or replacement. The station contains two pumps and receives sewage flows from Las Palomas Estates, Sammy's Café, and Jack in the Box. Both pumps were originally manufactured in 1985.

A direct replacement pump has been quoted at \$20,065.05, while a complete rebuild is estimated at \$10,617.61. Considering that future housing developments may render this lift station obsolete or necessitate major upgrades within the next five to seven years, District staff recommends rebuilding the existing pump rather than purchasing a replacement.

District Staff obtained quotes from several qualified contractors as part of this evaluation:

Vendor	Unit Price
ESSCO	\$10,617.61
RockWell	No Bid
Pump Engineering Company	No Bid
Vans HYDRO	\$11,895.00

Financial Impact:

This purchase will be paid for by the Sewer Fund, Infrastructure Reserves [G/L Account # 03-000-10311].



**RESOLUTION NO. 2025-75****RESOLUTION OF THE YUCAIPA VALLEY WATER DISTRICT  
TRANSFERRING FUNDS WITHIN THE SEWER FUND AS  
TRANSFER NO. 30 FOR FISCAL YEAR 2026**

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

WHEREAS, the Board of Directors has authorized the repair of an ESSCO pump for Lift Station 3 for a sum not to exceed \$10,617.61 [Director Memorandum 25-223] and authorized the use of reserve funds for this repair and adjust the budget line items appropriately to accommodate the reserve funds transfer if necessary.

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

Section 1: Fund Transfer No. 30 in the amount of \$10,617.61 from the Sewer Fund Infrastructure Reserves (03-000-10311) to fund the repair of the pump listed above.

PASSED, APPROVED and ADOPTED this 2<sup>nd</sup> day of December 2025.

YUCAIPA VALLEY WATER DISTRICT

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Jay Bogh, President Board of Directors

ATTEST:

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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  
75 full time employees

**FY 2025-26 Operating Budget:** Water Division - \$27,377,636  
Sewer Division - \$15,894,051  
Recycled Water Division - \$2,445,980

**Number of Services:** 15,613 drinking water connections serving 19,718 units  
15,177 sewer connections serving 22,474 units  
904 recycled water connections serving 1,053 units

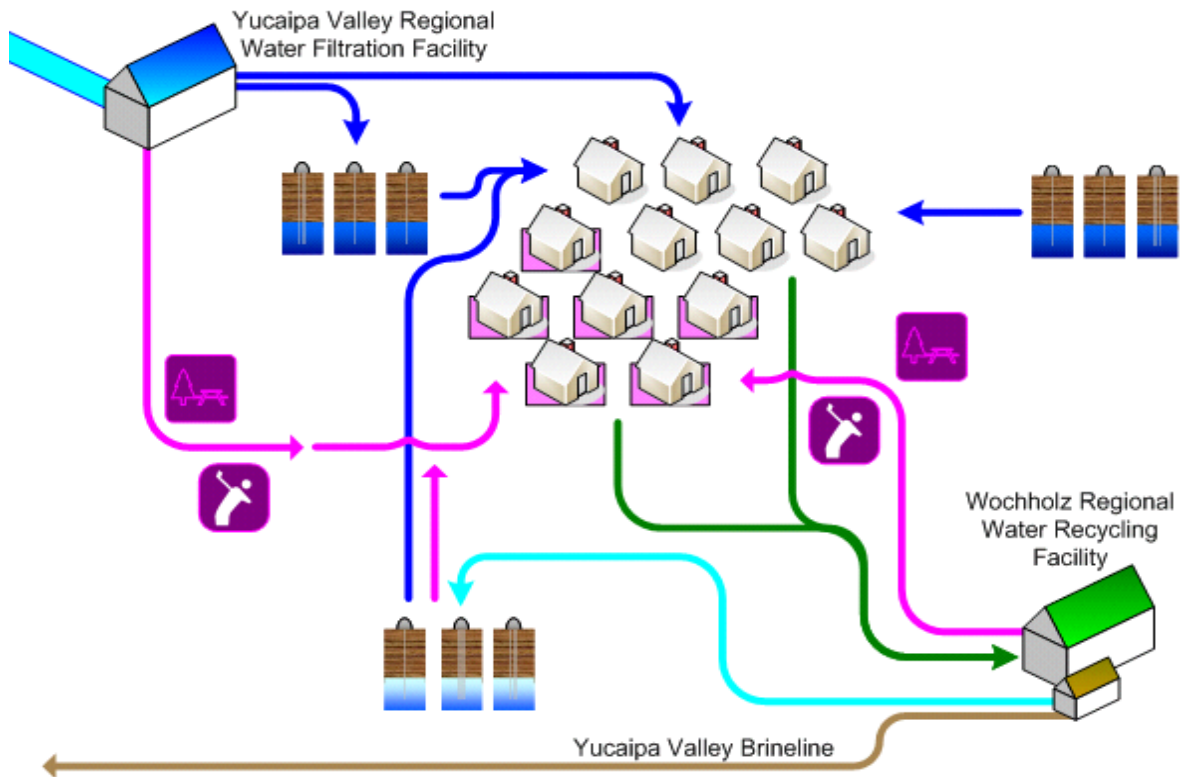
**Water System:** 243 miles of drinking water pipelines  
2,324 fire hydrants  
32 reservoirs - 38 million gallons of storage capacity  
18 pressure zones  
3.376 billion gallon annual drinking water demand  
12 MGD - Yucaipa Valley Regional Water Filtration Facility

**Sewer System:** 8.0 million gallon treatment capacity - current flow at 4.0 mgd  
228 miles of sewer mainlines  
4,846 sewer manholes  
6 sewer lift stations  
1.46 billion gallons of recycled water produced per year

**Recycled Water:** 44 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	\$1.848 per each 1,000 gallons
16,000 gallons to 60,000 gallons	\$2.786 per each 1,000 gallons
61,000 gallons to 100,000 gallons	\$2.798 per each 1,000 gallons
101,000 gallons or more	\$2.969 per each 1,000 gallons
- **Recycled Water Commodity Charge:**

1,000 gallons or more	\$1.966 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	\$18.50 per month
1" Water Meter	\$30.90 per month
1-1/2" Water Meter	\$61.61 per month
- **Sewer Collection and Treatment Charge:**

Typical Residential Charge	\$47.72 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 2023-24	\$0.1200 per \$100	\$0.1750 per \$100
Number of Board Members	Five (5)	Seven (7)
Operating Budget FY 2024-25	\$40,858,510	\$20,980,000

**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 \$0.3054 per 1,000 gallons.
- San Gorgonio Pass Water Agency - Customers in Riverside County or City of Calimesa pay a pass-through amount of \$0.9689 per 1,000 gallons.





## 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 specialized language of the group. Sometimes jargon can create communication 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 of 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.

**California Environmental Quality Act (CEQA)** - The California Environmental Quality Act (CEQA) is a California state law that requires state and local agencies to identify, analyze, and mitigate potential environmental impacts of proposed projects before approving them.

**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 is the most common bacteria in wastewater.

**Collections System** - In wastewater, it is the system of 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 distinct 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.

**Fiscal Year** - The twelve-month period beginning on July 1 and ending on June 30.

**Gallons per Capita per Day (GPCD)** - A measurement of the average number of gallons of water used 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.

**Generally Accepted Accounting Principles** -

**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 later 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 with 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 of 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