

WALNUT VALLEY WATER DISTRICT

271 South Brea Canyon Road • Walnut, CA 91789-3002
(909) 595-7554 • Fax: (909) 444-5521
walnutvalleywater.gov



AGENDA

REGULAR BOARD MEETING
MONDAY, SEPTEMBER 15, 2025
5:00 P.M.

MEETING LOCATION
DIAMOND BAR CENTER, SYCAMORE ROOM:
1600 Grand Avenue
Diamond Bar, CA 91765

Agenda materials are available for public review at <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review during regular business hours at the District office, located at: 271 S. Brea Canyon Road, Walnut, CA.

1. Flag Salute
2. Roll Call: Mr. Hilden_____ Ms. Kwong_____ Ms. Lee_____ Mr. Tang_____ Mr. Woo_____
3. Public Comment President Kwong

The Presiding Officer of the Board of Directors may impose reasonable limitations on public comments to assure an orderly and timely meeting.

A. Agenda Items - Any person desiring to address the Board of Directors on any Agenda item may do so at the time the item is considered on the Agenda by requesting the privilege of doing so at this time and stating the Agenda item to be addressed. At the time the item is discussed, those requesting to speak will be called to do so.

B. Non-Agenda Items - At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the jurisdiction of the District. Reasonable time limits on each topic and on each speaker are imposed in accordance with Board policy.

4. Agenda Changes/Addition President Kwong

In accordance with Section 54954.2 of the Government Code, additions to the agenda require a two-thirds vote of the legislative body, or if less than two-thirds of the members are present, a unanimous vote of those members present. It shall be determined that there is a need to take immediate action and that the need for action came to the attention of the local agency after the posting of the agenda.

- | | |
|---------------|-----------------|
| A. Discussion | B. Action Taken |
|---------------|-----------------|

5. Reorder of Agenda President Kwong

A. Discussion	B. Action Taken
---------------	-----------------

8. Consider Approval of Consent Calendar (Items A - G)

(2) Action Taken

- (2) Action Taken

WVWD Regular Board Meeting-September 15, 2025

12. Engineering and Special Projects Director Woo
- A. [Approval of Revisions to the District's Rules and Regulations](#)
 - (1) Discussion
 - (2) Action Taken
 - B. [Capital Improvement Program Budget Amendment & Authorization of Contract Services](#)
 - (1) Discussion
 - (2) Action Taken
 - C. [Project Status Report](#)
 - D. [Operations Report](#)
13. Personnel Committee President Kwong
- A. [2026 ACWA JPIA Health Plan Renewals](#) (Information Only)

OTHER ITEMS

14. TVMWD/MWD Director Hilden
15. P-W-R Joint Water Line Commission Mr. Monk
- A. [P-W-R JWL Report for Water Purchases for July 2025](#)
 - B. Other Items
16. Puente Basin Water Agency Director Lee
17. Spadra Basin Groundwater Sustainability Agency Director Tang
18. General Manager's Report Ms. Shaw
- A. [District Activities Calendars for October, November, December 2025](#)
 - B. Other Items
19. Water Supply and Conservation Ms. Shaw
- A. [District Water Supply and Conservation Update](#)
 - B. [Statewide Water Supply Conditions](#)
20. Directors' Oral Reports All Directors
21. Legal Reports Mr. Ciampa
22. Board members and staff will be given an opportunity to request and suggest subjects for discussion at a future meeting
23. Board of Directors Business President Kwong
- A. [Authorize the General Manager to Execute a Letter of Agreement with SitologIQ for an Energy Services Feasibility Project](#)
 - (1) Discussion
 - (2) Action Taken

Adjournment

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation to participate in a meeting may request such modification or accommodation from the District's General Manager's Office at (909) 595-1268 Ext. 201. Notification forty-eight (48) hours prior to the meeting will enable District staff to make reasonable arrangements to assure accessibility to the meeting.

I, Lucie Cazares, CMC, Walnut Valley Water District, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at 271 S. Brea Canyon Road, Walnut, CA., and uploaded to the Walnut Valley Water District website <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>

Date Posted: September 11, 2025

Lucie Cazares, MMC, Executive Services Administrator

Team Milestones & Achievements



Promotions and More!



Congratulations to
Jennifer Man to her new
title change as Financial
Systems Analyst



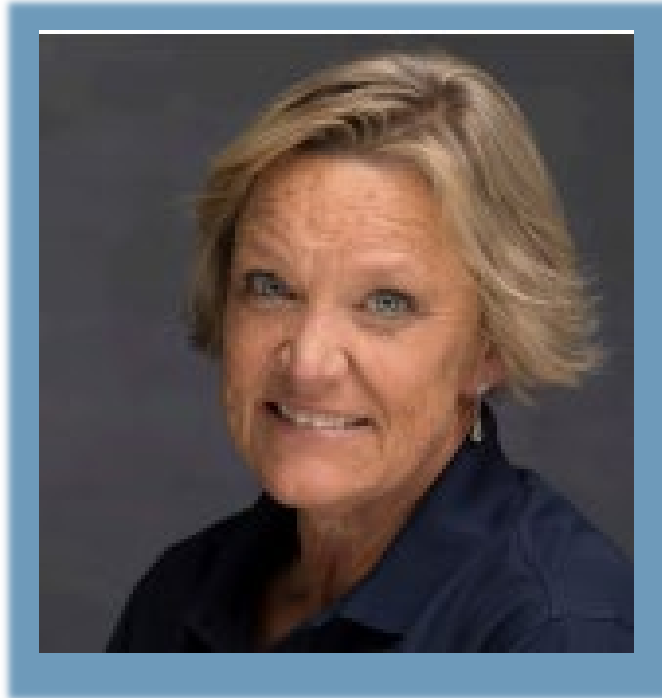
Congratulations James Ning for his
promotion to Director of Finance

Special Recognition



Special Recognition

Congratulations Jodi Johnson as the top safety driver for August with a safety score of 99 on 1,108 miles driven



MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT

August 7, 2025
At the Offices of the District
271 South Brea Canyon Road, Walnut, CA 91789

DIRECTORS PRESENT:

Edwin Hilden
Scarlett Kwong
Jerry Tang
Theresa Lee
Henry Woo

DIRECTORS ABSENT:

None

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Thomas Monk, Director of Operations
Lily Lopez, Director of External Affairs & Sustainability
Lucie Cazares, Executive Services Administrator
Bertha Perez, Director of Engineering
Alanna Diaz, Director of Administrative Services
Jim Ciampa, Legal Counsel

The meeting was called to order at 4:00 p.m. with President Kwong presiding.

Guests and others in attendance: WWVD Employees James Ning and Monique Fitchett and Diamond Bar resident, Pearl Hilden.

Item 3: Public Comment

- ◆ There were no requests. (Item 3)

Item 4: Authorize a Revised Amendment to the Professional Consultant Services Agreement with Searock and Stafford Construction Management.

- ◆ The Board was asked to authorize the General Manager to execute an Amendment to the Professional Consultant Services Agreement with Searock and Stafford for construction management services related to the District Headquarters Phase 1 Project and Phase 1A Parking Lot for an amount not-to-exceed \$304,107 and authorize the General Manager to oversee and execute any related documents and contracts in a form acceptable to General Counsel.

Motion No. 25-08-2194: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Woo, and carried (4-1), with the votes specified below, to execute an amendment with Searock and Stafford for the construction management services related to the District Headquarters Phase 1 Project and Phase 1A Parking Lot for an amount no-to-exceed \$304,107. (Item 4)

Ayes:	Hilden, Kwong, Tang, Woo
Noes:	Lee
Absent:	None
Abstain:	None

**President Kwong indicated Motion No. 25-08-2194 was approved by a 4-1 vote, with
Director Lee opposed**

Item 5: District Headquarters Facility Parking Lot Project Phase 1A (P.N. 19-3569-1)

- ♦ The Board was asked to allocate the budgeted amount of \$1.5 million for the completion of the District Headquarters Facility Parking Lot Phase 1A Project and authorize the General Manager to oversee, award, and execute any related documents and contracts without competitive bidding in light of the unique nature of the work and mobilized contractor, and in a form acceptable to General Counsel.

Motion No. 25-08-2195: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Woo, and carried (3-2), with the votes specified below, to allocate the budgeted amount of \$1.5 million for the completion of the District Headquarters Facility Parking Lot and authorize the General Manager to obtain quotes from qualified contractors, and thereafter oversee, award, and execute the related documents and contracts. (Item 5)

Ayes:	Kwong, Hilden, Woo
Noes:	Tang, Lee
Absent:	None
Abstain:	None

President Kwong indicated Motion No. 25-08-2195 was approved by a 3-2 vote, with Directors Lee and Tang opposed

Adjournment at 4:31 p.m.

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT

August 18, 2025
At Diamond Bar Center, Sycamore Room
1600 Grand Ave, Diamond Bar, CA 91765

DIRECTORS PRESENT:

Edwin Hilden
Scarlett Kwong
Theresa Lee
Jerry Tang
Henry Woo

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Lily Lopez, Director of External Affairs & Sustainability
Tom Monk, Director of Operations
Lucie Cazares, Executive Services Administrator
Bertha Perez, Director of Engineering
Jim Ciampa, Legal Counsel

DIRECTORS ABSENT:

None

The meeting was called to order at 5:00 p.m. with President Kwong presiding.

Guests and others in attendance: WVWD employees James Ning, Greg Galindo, Mathew Rosa, and Amy Leung. Three Valleys Municipal Water District (TVMWD) Director Mike Ti, General Manager Matthew Litchfield and Karl Meng of Chandler Asset Management.

Item 3: Public Comment

- ◆ There were no requests for public comment. (Item 3)

Item 4: Additions to the Agenda

- ◆ There were no requests for additions to the agenda. (Item 4)

Item 5: Reorder of the Agenda

- ◆ There were no requests for reordering of the agenda. (Item 5)

Item 6: WVWD Team Milestones & Achievements

- ◆ Ms. Shaw recognized Steven Carcano for his promotion to Utility Service Worker II and for passing the D3 Certification exam. In addition, Juan Gamboa was also congratulated for attaining his Class A license (Item 6)

Item 7: Special Recognition

- ◆ Ms. Shaw recognized the following staff for their accomplishments:
 - Mathew Rosa, Utility Service Worker II for completing the probationary period for new employees, and for being last month's Safe Driver with a 100% safety score.
 - Amy Leung, Accounting Technician I, for completing the probationary period for new employees.
 - Ms. Shaw congratulated the accounting team for helping the District attain the Government Finance Officers Association (GFOA) Award of Financial Reporting Achievement. The District's annual comprehensive financial report for the fiscal year ended June 30, 2024 qualified for the award. This certificate of achievement is the highest form of recognition in governmental accounting and financial reporting.

Item 8: Review of District Investment Activities by Mr. Karl Meng, Representative of Chandler Asset Management

- ◆ Mr. Meng of Chandler Asset Management reviewed current economic conditions and provided an update on the firm's investment activities on behalf of the District. The Board was asked to receive and file the report on the District Investment Activities. (Item 8)

Motion No. 25-08-2196: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and carried 5-0 to receive and file the report on District Investment Activities. (Item 8)

President Kwong indicated Motion No. 25-08-2196 was approved by a 5-0 vote

Item 9: Consider Approval of Consent Calendar

- ♦ The Board was asked to approve the Consent Calendar, consisting of the minutes of the Special Board Meeting held July 17, 2025, Regular Board meeting held July 21, 2025, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 9 – A, B, C, D, E)

Motion No. 25-08-2197: Upon consideration thereof, it was moved by Director Tang, seconded by Director Lee, and carried 5-0 to approve the Consent Calendar, consisting of the minutes of the Special Board meeting held July 17, 2025, minutes of the Regular Board meeting held July 21, 2025, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Items 9- A, B, C, D, E)

President Kwong indicated Motion No. 25-08-2197 was approved by a 5-0 vote

Item 10: Consider Approval of Director Expense Reports

- ♦ The Board was asked to receive, approve, and file the Board member expense reports indicating per diem requests for meeting attendance and individual reports of additional expenses incurred by the District on behalf of each Director for events occurring during July 2025. (Item 10)

Motion No. 25-08-2198: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 5-0 to receive, approve, and file the Board member expense reports for meeting attendance and additional expenses incurred by the District on behalf of each Director for events occurring during July 2025. (Item 10)

President Kwong indicated Motion No. 25-08-2198 was approved by a 5-0 vote

Committee Chair Reports

Item 11: Public Information/Community Relations/Legislative Action Committee – Director Tang

- ♦ There are no items to come to the Board at this time.

Item 12: Finance Committee- Director Lee

- ♦ The Board was asked to adopt WVWD Resolution No. 08-25-747 (replacing Resolution No. 08-24-735), establishing the Walnut Valley Water District Investment Policy. (Item 12-A)

Motion No. 25-08-2199: Upon consideration thereof, it was moved by Director Lee, seconded by Director Tang, and carried 5-0 by roll call vote noted below to adopt WVWD Resolution No. 08-25-747 (replacing Resolution No. 08-24-735), establishing the Walnut Valley Water District Investment Policy. (Item 12-A)

Ayes:	Hilden, Kwong, Lee, Tang, Woo
Noes:	None
Absent:	None
Abstain:	None

President Kwong indicated Motion No. 25-08-2199, adopting Resolution No. 08-25-747, was approved by a 5-0 roll call vote

- ♦ Mr. Ning reviewed the District’s investment transaction report for the period ending July 31, 2025. The Board was then asked to receive, approve, and file the investment transaction report (Item 12-B)

Motion No. 25-08-2200: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and carried 5-0 to receive, approve, and file the investment transactions report for the period ending July 31, 2025. (Item 12-B)

President Kwong indicated Motion No. 25-08-2200 was approved by a 5-0 vote

- ♦ As a matter of information only, the Board received a Revenue Bond Funds Held in Trust Report. (Item 12-C)

Item 13: Engineering Committee – Director Woo

- ♦ As a matter of information only, the Board received a Project Status report. (Item 13-A)
- ♦ Mr. Monk reviewed the Operations Report included in the Board Packet. No action was taken by the Board. (Item 13-B)

Item 14: Personnel Committee – Director Kwong

- ◆ The Board was asked to review and approve the addition of a part-time Engineering Intern, the reclassification of the Accounting Supervisor to Financial Systems Analyst, and modification to the salary ranges, District Official Chart of Positions and Organizational Chart.

Motion No. 25-08-2201: Upon consideration thereof, it was moved by Director Woo, seconded by Director Lee, and carried 5-0 to receive, and approve the addition of a part-time Engineering Intern, the reclassification of the Accounting Supervisor to Financial Systems Analyst, and modification to the salary ranges, District Official Chart of Positions and Organizational Chart (Item 14)

President Kwong indicated Motion No. 25-08-2201 was approved by a 5-0 vote

Item 15: TVMWD/MWD

- ◆ Updates on TVMWD/MWD business matters were provided by TVMWD General Manager/Chief Engineer, Matthew Litchfield (Item 15)

Item 16: The P-W-R Joint Water Line Commission

- ◆ Mr. Monk reported on the June 2025 Water Use Distribution & Billing Report. (Item 16-A)

Item 17: Puente Basin Water Agency (PBWA)

- ◆ Director Lee reported that all PBWA meetings are to be held at RWD until the completion of the new WVWD Headquarter building.
- ◆ Director Lee reported that at the last PBWA Commission meeting an Addendum to Reeb Government Relations Legislative Lobbying Contract for 2025-2026 was approved to add Pico Water District as a party to the agreement and to adjust the pricing with that new participant; to result in lower proportionate costs for the other parties. (Item 17)

Item 18: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang reported that the next Spadra meeting will be on September 2, 2025.
- ◆ Director Tang reported that the Annual Report was submitted to the Department of Water Resources but was deemed incomplete due to a technical issue relating to the Spadra Basin's boundary in relation to the Main San Gabriel Basin's boundary. Ms. Shaw explained and clarified that the incompleteness was regarding the overall Groundwater Sustainability Plan (GSP), not the Annual Report, and further explained this was because the stated boundary does not show how all non-adjudicated areas of the Basin are managed; the GSP will be clarified and resubmitted.

Item 19 General Manager's Report

- ◆ The Board received the District's activities calendars for September, October, and November 2025. (Item 19-A)
- ◆ Ms. Shaw provided an update regarding the Public Water Agencies Group (PWAG) Interns, noting that they are considered WVWD employees. She further explained that the positions are temporary, part-time (six-month) appointments, with a 3% administrative fee applied to cover District expenses. All costs associated with the interns are paid by the PWAG member agencies participating in the Emergency Management Program. (Item 19-B)

Item 20 Water Supply and Conservation

- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, Calendar Year 2025 purchased water estimate, conservation goal summary, climate summary, and 2025 monthly water consumption versus the 2013 and 2020 baseline years. The report noted that the District's water usage for July 2025 was 22.11% lower than usage in July 2020 and 32.80% lower than usage in July 2013. (Item 20-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of August 3, 2025. (Item 20-B)

Item 21: Directors' Oral Reports

(NOTE: Board meeting minutes provide written reports of Board meetings, Committee meetings, and District associated activities. Directors may include reports of their participation in non-expense or per diem paid community events as a matter of information.) (Item 21)

- ◆ Director Hilden reported the following on his activities for July: The District's Special meeting, Regular Board Meeting, DBFOL Wine Soiree, SVG Chamber of Commerce "State of the Nation".
- ◆ Director Kwong reported on the following activities for July: President's Duty, Summer BBQ by Assemblywoman Michelle Rodriguez, The District's Special Board meeting, Regular Board meeting, President's Duty, State of the Nation by Congresswoman Linda Sanchez.

- ◆ Director Lee reported on the following activities for July: Spadra Executive Committee meeting, WVWD Special Board meeting, Regular Board meeting, and DBFOL Wine Soiree.
- ◆ Director Tang reported on the following activities for July: ESRI User Conference, WVWD Special Board meeting, Regular Board meeting, and State of the Nation Luncheon by Congresswoman Linda Sanchez.
- ◆ Director Woo reported on the following activities for July: BBQ Event by Assembly member Michelle Rodriguez, The District's Special Board Meeting, Regular Board meeting, Diamond Bar National Night Out & Concert in the Park, State of the Nation Congresswoman Linda Sanchez.

Item 22: Legal Reports

- ◆ Mr. Ciampa reported the State Legislature has returned from its summer recess and will be considering bills in the respective Appropriations Committees. He also informed the Board of issues relating to the presence of Golden Mussels in the State Water Project.

Item 23: Items for Future Discussion

- ◆ There was no request for future discussion items. (Item 23)

Item 24: Board of Directors Business

- ◆ The Board was asked to authorize the General Manager to execute a Professional Consultant Services Agreement with Searock and Stafford Construction Management for construction management services related to the O&M Building Phase II Project for an amount not-to-exceed \$305,200. (Item 24-A)

Motion No. 25-08-2202: Upon consideration thereof, it was moved by Director Woo, seconded by Director Kwong, and carried 3-2, with the votes specified below, to authorize the General Manager to execute a Professional Consultant Services Agreement with Searock and Stafford Construction Management for construction management services related to the O&M Building Phase II Project for an amount not-to-exceed \$305,200. (Item 24-A)

Ayes:	Hilden, Kwong, Woo
Noes:	Lee, Tang
Absent:	None
Abstain:	None

President Kwong indicated Motion No. 25-08-2202 was approved by a (3-2) vote, with Directors Lee and Tang opposed

- ◆ The Board reviewed and discussed the ACWA 2026-27 combined election process for officer or regional board positions and considered authorizing the General Manager to submit the District's ballot.

Motion No. 25-08-2203: Upon consideration thereof, it was moved by Director Lee, seconded by Director Tang, and unanimously carried 5-0 to authorize the General Manager, or designated representative, to submit the District's ballot for the ACWA 2026-27 Combined election process for officer or regional board positions. (Item 24-B)

President Kwong indicated Motion No. 25-08-2203 was approved by a (5-0) roll call vote

Adjournment to closed session- 6:43 p.m.

Item 25: Closed Session

- ◆ The Board met in closed session in accordance with Government Code (§54956.9(d)(4)) to confer with Legal Counsel on an item on which the District would consider initiating litigation. (Item 25)

Item 26: Reconvene in Open Session/ Report of Action Taken in Closed Session

- ◆ The Board met in closed session in accordance with Government Code (§54956.9(d)(4)) to discuss possibly initiating litigation. (Item 25-A)
- ◆ Following discussion, Mr. Ciampa reported the District unanimously voted to initiate litigation with several other agencies and to contribute \$10,000 for legal expenses. (Item 26).

Adjournment at 6:56 p.m.

MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT

August 21, 2025
At Diamond Bar Center, Maple Room
1600 Grand Ave, Diamond Bar, CA 91765

DIRECTORS PRESENT:

Edwin Hilden
Scarlett Kwong (Via Zoom)
Theresa Lee
Jerry Tang
Henry Woo

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Thomas Monk, Director of Operations
Lily Lopez, Director of External Affairs & Sustainability
Lucie Cazares, Executive Services Administrator
Jim Ciampa, Legal Counsel

DIRECTORS ABSENT:

None

Legal Counsel Ciampa announced the Board of Directors received a request from President Kwong to attend and participate in the Board Meeting remotely for a just cause. Mr. Ciampa indicated that AB 2449 allows a Board Member to attend and participate in a Board meeting remotely for emergency circumstances or just cause reasons. President Kwong stated that she is participating remotely due to a family caregiving obligation and confirmed that no person over the age of 18 was in the room where she was.

The meeting was called to order at 4:00 p.m. with President Kwong presiding.

Guests and others in attendance: WVWD employees Monique Fitchett, and James Ning

Item 3: Public Comment

- ◆ There were no requests. (Item 3)

Item 4: District Headquarters FF&E- Phase 1 Project (P.N. 19-3569-1)

- ◆ The Board was asked to allocate the budgeted amount of \$550,000 for the furniture, fixtures and equipment (FF&E) for the new District headquarters and to authorize the General Manager to execute any related documents without competitive bidding in a form acceptable to General Counsel.

Motion No. 25-08-2204: Upon consideration thereof, it was moved by President Kwong, seconded by Director Hilden, and carried (5-0) to allocate the budgeted amount of \$550,000 for the FF&E for the new District headquarters and to authorize the General Manager to execute any related documents without competitive bidding in a form acceptable to General Counsel. (Item 4)

President Kwong indicated Motion No. 25-08-2204 was approved by a 5-0 vote

Item 5: District Headquarters Remodel Phase 1 (P.N. 19-3569-1)- Change Order No 6 for DPR Construction

- ◆ The Board was asked to approve Change Order No .6 with DPR Construction in the amount of \$225,538.00 for the subject project.
- ◆ After discussion, the Board requested to table the item for a week to have legal counsel review the contract with DPR Construction. (Item 5)

Motion No. 25-08-2205: Upon consideration thereof, it was moved by Director Woo, seconded by Director Lee, and carried (4-1), with the votes specified below, to table the discussion on the District's Headquarters Remodel Phase 1-Change Order No. 6 for DPR Construction for one week to have legal counsel review the contract with DPR Construction. (Item 5)

Ayes:	Kwong, Woo, Lee, Tang
Noes:	Hilden
Absent:	None
Abstain:	None

President Kwong indicated Motion No. 25-08-2205 was approved by a 4-1 vote, with Director Hilden opposed

Item 6: Approve Amended Agreement with DSK Landscape Architects for the District Headquarters Project (P.N. 19-3569LA)

- ◆ The Board was asked to approve the Amended Agreement with DSK Landscape Architects, in the amount of \$13,350.00, and authorize the General Manager to execute the agreement and any related documents on behalf of the District. (Item 6)

Motion No. 25-08-2206: Upon consideration thereof, it was moved by Director Lee, seconded by Director Tang, and carried (5-0) to approve the Amended Agreement with DSK Landscape Architects, in the amount of \$13,350.00, and authorize the General Manager to execute the agreement and any related documents on behalf of the District (Item 6)

President Kwong indicated Motion No. 25-08-2206 was approved by a 5-0 vote

Item 7: Approve Additional Service Requests with La Cañada Design Group for the District Headquarters Projects Phases 1 and 2 (P.N. 19-3569-0 and 19-3569-2)

- ◆ The Board was asked to ratify Additional Service Requests Nos. 7-11 with La Canada Design Group, Inc. for various additional architectural design services related to the District’s Administrative Building Phase 1 and Operations and Maintenance Building Phase 2 Project for an amount not-to-exceed \$212,923.

Motion No. 25-08-2207: Upon consideration thereof, it was moved by Director Lee, seconded by Director Woo, and carried (5-0) to ratify Additional Service Requests Nos. 7-11 with La Canada Design Group, Inc. for various additional architectural design services related to the District’s Administrative Building Phase 1 and Operations and Maintenance Building Phase 2 Project for an amount not-to-exceed \$212,923. (Item 7)

President Kwong indicated Motion No. 25-08-2207 was approved by a 5-0 vote

Item 8: Approval of Amendments to the Professional Engineering Services Agreement with Civiltec Engineering, Inc for the District Headquarters Projects (P.N. 19-3569-1)

- ◆ The Board was asked to ratify the approval of Amendments to the Professional Engineering Services Agreement with Civiltec Engineering, Inc related to the District Headquarters project, and authorize the General Manager to execute any related documents and contracts in a form acceptable to General Counsel.

Motion No. 25-08-2208: Upon consideration thereof, it was moved by Director Woo, seconded by Director Hilden, and carried (4-1), with the votes specified below, to ratify the approval of Amendments to the Professional Engineering Services Agreement with Civiltec Engineering, Inc related to the District Headquarters project, and authorize the General Manager to execute any related documents and contracts in a form acceptable to General Counsel. (Item 8)

Ayes: Hilden, Kwong, Woo, Tang
Noes: Lee
Absent: None
Abstain: None

President Kwong indicated Motion No. 25-08-2208 was approved by a 4-1 vote, with Director Lee opposed

Adjournment at 5:27pm

MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT

August 27, 2025

At the Offices of the District, Conference Room
271 South Brea Canyon Road, Walnut, CA 91789

DIRECTORS PRESENT:

Edwin Hilden
Scarlett Kwong
Theresa Lee
Henry Woo

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Lucie Cazares, Executive Services Administrator
Jim Ciampa, Legal Counsel

DIRECTORS ABSENT:

Jerry Tang

The meeting was called to order at 4:00 p.m. with President Kwong presiding.

Guests and others in attendance: WVWD Employee James Ning. Also, in attendance was Diamond Bar resident Pearl Hilden.

Item 3: Public Comment

- ◆ There were no requests. (Item 3)

Item 4: District Headquarters Remodel Phase 1 (P.N. 19-3569-1) Change Order No. 6 to Contract with DPR Construction

- ◆ At a prior meeting, the Board was asked to approve Change Order No. 6 to the District's contract with DPR Construction in the amount of \$225,538.00 for the subject project. This item was tabled to allow legal counsel time to review the contract.
- ◆ Legal counsel has since completed the review and confirmed that the Change Order is consistent with the contract requirements and within the Board's authority to approve.

Motion No. 25-08-2209: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried (4-0) to approve Change Order No. 6 to the District's contract with DPR Construction in the amount of \$225,538.00 for the subject project. (Item 4)

President Kwong indicated Motion No. 25-08-2209 was approved by a 4-0 vote

Adjournment at 4:13 p.m.

Walnut Valley Water District
Check Register For the Month of August 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
11700	8/26/2025	Chinese American Parent Association of Suzanne Middle School-Voided	
12582	8/5/2025	City of Walnut	\$ 450.00
12583	8/5/2025	McMaster-Carr Supply Company	\$ 337.44
12584	8/5/2025	Pollardwater	\$ 1,082.84
12585	8/5/2025	Pomona City Clerk	\$ 5.39
12586	8/5/2025	Cintas Corporation #150	\$ 193.83
12587	8/5/2025	Rowland Water District	\$ 272.00
12588	8/5/2025	Dunn Edwards Corporation	\$ 877.65
12589	8/5/2025	Verizon Connect Fleet USA LLC	\$ 664.24
12590	8/5/2025	Online Information Services, Inc.	\$ 456.95
12591	8/5/2025	Associated Soils Engineering, Inc.	\$ 2,210.00
12592	8/5/2025	DSK Landscape Architects, Inc.	\$ 2,100.00
12593	8/5/2025	Cintas First Aid & Safety LOC#168	\$ 217.31
12594	8/5/2025	State Water Resources Ctrl Bd - Cert Rnw	\$ 120.00
12595	8/5/2025	HASA, Inc.	\$ 1,944.94
12596	8/5/2025	Spadra Basin Groundwater Sustainability Agency	\$ 5,261.70
12597	8/5/2025	GNA - Brook Fire Protection, Inc.	\$ 158.00
12598	8/5/2025	Public Water Agencies Group	\$ 2,637.81
12599	8/5/2025	West Yost & Associates, Inc.	\$ 2,151.50
12600	8/5/2025	Automationdirect.com Inc	\$ 568.51
12601	8/5/2025	STEMhero, LLC	\$ 1,909.50
12602	8/5/2025	Axelliant LLC	\$ 43,611.72
12603	8/5/2025	Equitable Financial Life Insurance Company of America	\$ 7,024.47
12604	8/5/2025	Civic Publications Inc.	\$ 5,600.00
12605	8/12/2025	Airgas USA, LLC	\$ 1,540.29
12606	8/12/2025	Azteca Landscape	\$ 15,675.00
12607	8/12/2025	Badger Meter, Inc.	\$ 16.10
12608	8/12/2025	Graybar Electric Company, Inc.	\$ 548.04
12609	8/12/2025	Hach Company	\$ 88.06
12610	8/12/2025	Industrial Shoeworks	\$ 398.16
12611	8/12/2025	Ken's Ace Hardware	\$ 99.68
12612	8/12/2025	McMaster-Carr Supply Company	\$ 273.88
12613	8/12/2025	Quinn Company	\$ 2,534.82
12614	8/12/2025	Underground Service Alert	\$ 3,481.42
12615	8/12/2025	WaterWise Consulting, Inc.	\$ 1,914.00
12616	8/12/2025	Cintas Corporation #150	\$ 193.83
12617	8/12/2025	Fuel Pros, Inc.	\$ 250.00
12618	8/12/2025	Applied Technology Group, Inc.	\$ 340.00
12619	8/12/2025	Morrow-Meadows Corporation	\$ 1,414.96

Walnut Valley Water District
Check Register For the Month of August 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
12620	8/12/2025	Phenix Truck Bodies & Equipment	\$ 13,640.32
12621	8/12/2025	J. De Sigio Construction, Inc.	\$ 6,460.00
12622	8/12/2025	Cintas First Aid & Safety LOC#168	\$ 164.71
12623	8/12/2025	West Coast Sand and Gravel, Inc.	\$ 1,914.46
12624	8/12/2025	Safety Kleen System, Inc.	\$ 1,018.95
12625	8/12/2025	Echologics, LLC	\$ 2,122.50
12626	8/12/2025	Hill Brothers Chemical Company	\$ 2,557.36
12627	8/12/2025	Wienhoff and Associates, Inc.	\$ 85.00
12628	8/12/2025	HASA, Inc.	\$ 4,488.33
12629	8/12/2025	Bay Alarm Company	\$ 7,000.00
12630	8/12/2025	Knight Industrial Supply	\$ 158.45
12631	8/12/2025	Yo Fire	\$ 29,901.39
12632	8/12/2025	Healthequity, Inc.	\$ 17.70
12633	8/12/2025	Paper Recycling & Shredding Specialists, Inc.	\$ 100.00
12634	8/12/2025	Interstate Battery System of Inland Valley	\$ 291.84
12635	8/12/2025	Aqua Backflow, Inc	\$ 1,653.00
12636	8/12/2025	Central Communications	\$ 726.02
12637	8/12/2025	Southern California News Group	\$ 622.75
12638	8/12/2025	Backgrounds Online	\$ 835.18
12639	8/12/2025	Valley Vista Services, Inc.	\$ 1,695.02
12640	8/12/2025	Automationdirect.com Inc	\$ 268.89
12641	8/12/2025	Via Promotionals, Inc.	\$ 273.28
12642	8/12/2025	Planeteria Media LLC	\$ 3,600.00
12643	8/12/2025	Corelogic Solutions, LLC	\$ 265.23
12644	8/12/2025	Smith-Emery Laboratories, Inc	\$ 12,053.31
12645	8/12/2025	11:11 Systems, Inc.	\$ 423.95
12646	8/12/2025	Tang, Fiona	\$ 2,084.22
12647	8/12/2025	Pitney Bowes Global Financial Svc LLC	\$ 2,344.04
12648	8/12/2025	D 7 Consulting Inc.	\$ 1,250.00
12649	8/12/2025	Purchase Power	\$ 555.04
12650	8/12/2025	Ground 2 Gable Inc.	\$ 3,655.15
12651	8/19/2025	ACWA Services Corporation	\$ 148,756.61
12652	8/19/2025	AT&T Mobility II, LLC	\$ 556.65
12653	8/19/2025	Azteca Landscape	\$ 875.00
12654	8/19/2025	Federal Express	\$ 26.91
12655	8/19/2025	Graybar Electric Company, Inc.	\$ 332.59
12656	8/19/2025	Core & Main LP	\$ 573.78
12657	8/19/2025	IDEXX Laboratories Inc.	\$ 7,306.19
12658	8/19/2025	McMaster-Carr Supply Company	\$ 223.81

Walnut Valley Water District
Check Register For the Month of August 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
12659	8/19/2025	Mission Paving and Sealing, Inc.	\$ 15,000.00
12660	8/19/2025	Pomona City Clerk	\$ 2,280.06
12661	8/19/2025	Southern Calif Gas Company	\$ 61.12
12662	8/19/2025	Steven Enterprises, Inc.	\$ 553.47
12663	8/19/2025	Cintas Corporation #150	\$ 309.89
12664	8/19/2025	Walnut Valley Water District	\$ 657.57
12665	8/19/2025	Chandler Asset Management, Inc.	\$ 2,643.51
12666	8/19/2025	InfoSend, Inc.	\$ 4,078.10
12667	8/19/2025	Ferguson Waterworks - Santa Ana	\$ 314.10
12668	8/19/2025	Associated Soils Engineering, Inc.	\$ 7,725.00
12669	8/19/2025	Shute, John	\$ 193.59
12670	8/19/2025	Anne Chang	\$ 400.00
12671	8/19/2025	Frontier Communications	\$ 2,210.98
12672	8/19/2025	Hill Brothers Chemical Company	\$ 1,257.65
12673	8/19/2025	OPARC, Inc.	\$ 6,417.46
12674	8/19/2025	Premier Family Medicine Associates, Inc.	\$ 915.00
12675	8/19/2025	HASA, Inc.	\$ 3,054.78
12676	8/19/2025	Knight Industrial Supply	\$ 404.51
12677	8/19/2025	Public Water Agencies Group	\$ 875.00
12678	8/19/2025	CoreLogic Spatial Solutions, LLC	\$ 3,005.00
12679	8/19/2025	Axelliant LLC	\$ 88.65
12680	8/19/2025	Merrimac Energy Group	\$ 4,017.62
12681	8/19/2025	Pomona Valley Plumbing, Heating & Air Conditioning	\$ 300.00
12682	8/19/2025	CPI	\$ 158.30
12683	8/19/2025	Specialty Equipment	\$ 50,000.00
12684	8/19/2025	Platinum Strategies Inc.	\$ 400.00
12685	8/19/2025	Artsyl Technologies, Inc.	\$ 387.00
12686	8/21/2025	County of Los Angeles Public Health	\$ 2,292.00
12687	8/21/2025	County of Los Angeles Public Health	\$ 2,292.00
12688	8/26/2025	Badger Meter, Inc.	\$ 1,777.95
12689	8/26/2025	Core & Main LP	\$ 1,202.43
12690	8/26/2025	IDEXX Laboratories Inc.	\$ 369.27
12691	8/26/2025	Verizon Wireless	\$ 1,063.52
12692	8/26/2025	Grainger	\$ 262.19
12693	8/26/2025	Cintas Corporation #150	\$ 202.36
12694	8/26/2025	Fuel Pros, Inc.	\$ 250.00
12695	8/26/2025	Walnut High School	\$ 450.00
12696	8/26/2025	InfoSend, Inc.	\$ 20,078.05
12697	8/26/2025	Ferguson Waterworks - Santa Ana	\$ 871.40
12698	8/26/2025	EcoTech Services, Inc.	\$ 7,245.00
12699	8/26/2025	DSK Landscape Architects, Inc.	\$ 9,550.00

Walnut Valley Water District
Check Register For the Month of August 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
12700	8/26/2025	Puente Hills Ford	\$ 4,070.95
12701	8/26/2025	Managed Mobile, Inc.	\$ 1,393.25
12702	8/26/2025	HASA, Inc.	\$ 4,992.45
12703	8/26/2025	Tang, Chi-Li J.	\$ 152.60
12704	8/26/2025	GNA - Brook Fire Protection, Inc.	\$ 131.00
12705	8/26/2025	Autonovation Mobile Auto Repair	\$ 954.06
12706	8/26/2025	Lagerlof, LLP	\$ 4,727.95
12707	8/26/2025	La Canada Design Group, Inc.	\$ 22,652.72
12708	8/26/2025	Carcano, Steven	\$ 151.23
12709	8/26/2025	Axelliant LLC	\$ 235,255.06
12710	8/26/2025	Woo, Henry	\$ 29.40
12711	8/26/2025	Searock Stafford CM, Inc.	\$ 29,600.00
12712	8/26/2025	Nextiva, Inc.	\$ 2,874.32
12713	8/26/2025	Eurofins Eaton Analytical, LLC	\$ 2,716.00
12714	8/26/2025	RH Buckboard Days Parade	\$ 500.00
12715	8/26/2025	American Business Bank	\$ 12,175.00
12716	8/26/2025	CivicPlus, LLC	\$ 12,855.00
12717	8/26/2025	Civiltec Engineering, Inc.	\$ 24,332.00
12718	8/26/2025	Chinese American Parent Association of Suzanne Middle School	\$ 250.00
EFT000000001454	8/6/2025	Doty Bros Equipment Co, Inc.	\$ 1,584.00
EFT000000001455	8/6/2025	Puente Basin Water Agency	\$ 670,386.82
EFT000000001456	8/6/2025	Pomona-Walnut-Rowland JWL Commission	\$ 1,309,275.73
EFT000000001457	8/6/2025	SpryPoint Services, Inc.	\$ 47,120.72
EFT000000001458	8/6/2025	Amazon Capital Services, Inc.	\$ 3,787.64
EFT000000001459	8/6/2025	DPR Construction, A General Partnership	\$ 4,435.59
EFT000000001460	8/19/2025	Southern California Edison Company	\$ 146,251.33
EFT000000001461	8/19/2025	Home Depot Credit Services	\$ 4,653.36
EFT000000001462	8/19/2025	Bill Operations LLC	\$ 23,886.50
EFT000000001463	8/20/2025	Doty Bros Equipment Co, Inc.	\$ 32,915.48
EFT000000001464	8/20/2025	Willdan Financial Services	\$ 6,041.65
EFT000000001465	8/20/2025	California Public Employees' Retirement System	\$ 130.00
EFT000000001466	8/20/2025	Boostlingo, LLC	\$ 95.00
EFT000000001467	8/27/2025	Doty Bros Equipment Co, Inc.	\$ 7,056.00
EFT000000001468	8/27/2025	Pacific Hydrotech Corporation	\$ 231,325.00
EFT000000001469	8/27/2025	Puente Basin Water Agency	\$ 62,186.69
XFR000008764	8/25/2025	WATER REFUND	\$ 7,950.38
TOTAL			\$ 3,444,011.08

Reviewed by:


Director of Finance

9/9/2025
Date

Reviewed by:


General Manager

9/10/2025
Date

**Walnut Valley Water District
Monthly Employee Expense Reimbursements
Exceeding the Amount of \$100.00
For the Month of August 31, 2025**



Date	Check Number	Employee Name	Description	Amount
8/12/2025	012646	Tang, Fiona	Expense Reimbursement	\$ 2,084.22
8/19/2025	012669	Shute, John	Expense Reimbursement	\$ 193.59
8/26/2025	012708	Carcano, Steven	Expense Reimbursement	\$ 151.23

In accordance with California Government Code Section 53065.5, the District shall, at least annually, disclose all reimbursements paid to any employee for an individual charge that is at least one hundred dollars (\$100).

WVWD – Staff Report



TO: Board of Directors
FROM: External Affairs & Sustainability
DATE: September 15, 2025
SUBJECT: Community Outreach Update

☐ Action/Discussion

☐ Fiscal Impact

☐ Resolution

☒ Information Only

RECOMMENDATION

For information only.

BACKGROUND INFORMATION:

External Affairs & Sustainability Outreach Update

1. September Bill Insert

District customers received the inserts noted below (front/back) with their monthly bill statement.

Insert Front

A blue and white graphic announcing new business hours. It features the WVWD logo in the top left, a QR code in the center, and three callout boxes on the right. The main text reads "NEW HOURS EFFECTIVE SEPTEMBER 2ND". Below this, it states "OPEN: MONDAY-THURSDAY 7:00 AM-6:00 PM" and "CLOSED: FRIDAY-SUNDAY". The callout boxes provide additional information: "NEW HOURS, SAME RELIABLE SERVICE" (starting Tuesday, September 2nd), "NEED HELP AFTER HOURS?" (emergency services available at (909) 595-7554), and "SKIP THE TRIP! HANDLE IT ONLINE" (login to customer portal, pay bill, enroll in AutoPay).

NEW HOURS EFFECTIVE SEPTEMBER 2ND

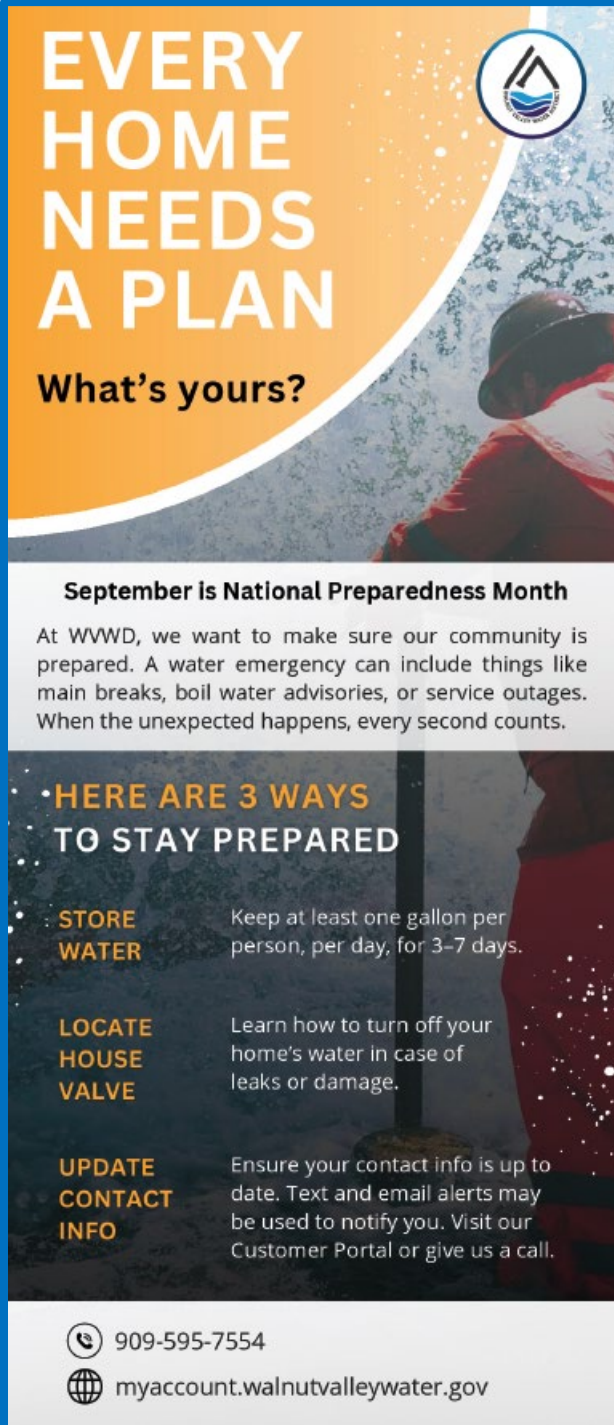

SCAN TO LEARN MORE

NEW HOURS, SAME RELIABLE SERVICE
We're updating our hours to better serve you. Starting Tuesday, September 2nd, WVWD will offer more flexible office hours to fit your schedule.

NEED HELP AFTER HOURS?
WVWD remains available for emergency services and essential operations. Call us at (909) 595-7554 or visit walnutvalleywater.gov for 24/7 online tools.

SKIP THE TRIP! HANDLE IT ONLINE
Login to our customer portal, pay your bill, enroll in AutoPay, request to start or stop service, and track your water use all from your computer or phone.

OPEN: MONDAY-THURSDAY
7:00 AM-6:00 PM
CLOSED: FRIDAY-SUNDAY



EVERY HOME NEEDS A PLAN


What's yours?


September is National Preparedness Month

At WWWD, we want to make sure our community is prepared. A water emergency can include things like main breaks, boil water advisories, or service outages. When the unexpected happens, every second counts.

• HERE ARE 3 WAYS TO STAY PREPARED

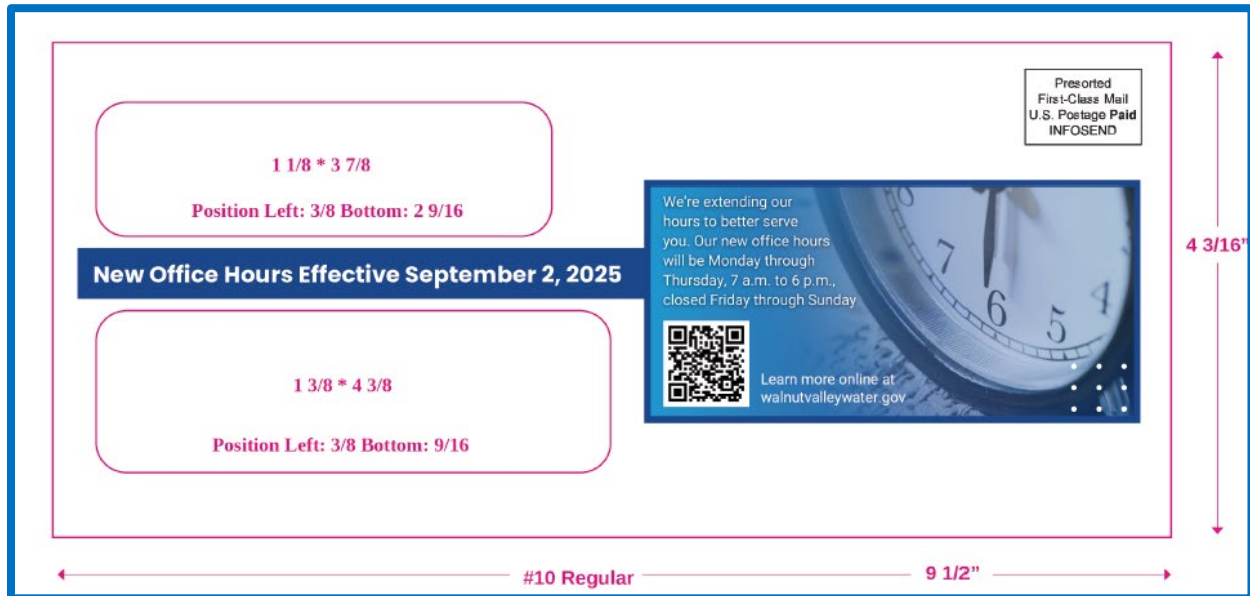
- STORE WATER** Keep at least one gallon per person, per day, for 3–7 days.
- LOCATE HOUSE VALVE** Learn how to turn off your home's water in case of leaks or damage.
- UPDATE CONTACT INFO** Ensure your contact info is up to date. Text and email alerts may be used to notify you. Visit our Customer Portal or give us a call.

 909-595-7554

 myaccount.walnutvalleywater.gov

September Bill Snipe

District customers received the bill snipe design noted below (front/back) with their monthly bill statement.



2. Facebook, Instagram, X, and YouTube

The District regularly posts updates and promotions of External Affairs/Sustainability activities, conservation tips, and educational materials on Facebook, Instagram, X, Nextdoor, and YouTube.

During August, the District shared the following:

- New Office Hours
- Splash Cash Program for Teachers
- Top 5 Myths About Water Conservation
- Tips to Beat the Heat and Save Water



3. Customer Portal Campaign

The District utilizes the Customer Portal to send customers alerts, emails, and text messages.

During the month of September, the District shared the following:

- Commercial Customer Quarterly Newsletter
- Customer Monthly Newsletter

Walnut Valley
Water District

September 2025

SUSTAINABILITY SPOTLIGHT

Is Your Business Ready for California's Turf Removal Mandate?



Starting in 2027, California will begin phasing out the use of potable water on non-functional turf like grass in parking lots, medians, and around office buildings. If your property has grass that isn't used for recreation as defined by the State, you'll need to make changes according to this timeline below:

2027	2028	2029	2030
Local Government Properties	Commercial, Industrial and Institutional (CII) Properties	Homeowner Association (HOA) Common Areas	Disadvantaged Community (DAC) Properties

[Click Here to Learn More](#)

Goodbye Grass, Hello Rebates!



Your business may be eligible to receive up to **\$7 per square foot** for replacing grass with sustainable landscaping. WVWD partners with the Metropolitan Water District to offer rebates to help businesses save water and reduce costs. Apply soon to take full advantage of this opportunity.

[Check Out This Rebate and More!](#)

Need help planning your next steps? Contact our team for support.

Phone: (909) 595-7554 | Donna DiLaura: ddilaura@walnutvalleywater.gov

[Get In Touch](#)





Walnut Valley Water District

Monthly Newsletter

September 2025

New Hours, Same Reliable Service

We're adjusting our schedule to better serve you during peak times. Starting September 2, 2025, our new office hours will be:

- Open: Monday–Thursday, 7AM – 6PM
- Closed: Friday–Sunday

Need assistance after hours? Emergency services and online tools are just a call or click away. Call us at [\(909\) 595-7554](tel:9095957554) or visit walnutvalleywater.gov. Check out our online resources:

- Pay your bills
- Enroll in AutoPay and paperless billing
- Complete start or stop service requests
- Monitor water usage and detect leaks
- Apply for water bill assistance programs
- Submit applications for residential and commercial rebates

[Learn More](#)

Join Us in Welcoming Our New Hours!

Visit us for a special **Customer Appreciation Hour** to kick off our new hours and pick up a free sunshade (available while supplies last).

- **Dates:** September 2nd-4th & 8th-11th
- **Time:** 5:00 PM – 6:00 PM
- **Location:** Customer Service Lobby, 271 S Brea Canyon Rd., Walnut



September is National Preparedness Month

Staying connected during a water emergency is essential. Timely text and email alerts depend on having your correct phone number and email. [Sign up and visit our Customer Portal](#) today to update your contact information.



[Update Your Information](#)

Let's Dive Into Frequently Asked Questions (FAQ)

What Rebates Are Available?

Looking to save water and lower your bill? WVWD, in partnership with Metropolitan Water District (MWD), offers a variety of rebates to make it easier.

Residential Rebates

- Turf Replacement – Receive up to \$3 per sq. ft. for replacing grass with sustainable landscaping. [Learn more](#)
- Pool Covers – \$80 when you purchase a qualifying pool cover. [See details](#)
- Indoor & Outdoor Devices – Clothes washers, high-efficiency toilets, sprinkler nozzles, irrigation controllers, and more. [View devices](#)



Commercial Rebates

- Turf Replacement – Businesses can receive up to \$7 per sq. ft. replacing grass with sustainable landscaping. [Learn more](#)
- High-Efficiency Devices & Landscaping Equipment – Various water-saving upgrades available. [See details](#)
- Urinals – Save up to \$350 per qualifying urinal. [See program](#)



[More About Rebates](#)

Music, Smiles, and Community



WVWD enjoyed connecting with everyone at the summer concerts in Walnut and Diamond Bar. Thank you to those who stopped by to say hello, spin the prize wheel, and dance with us. Check out our [Instagram \(@wvwdh2o\)](#) to watch our new music video featuring members of the community!

[Watch the Video](#)

Save with WaterSense

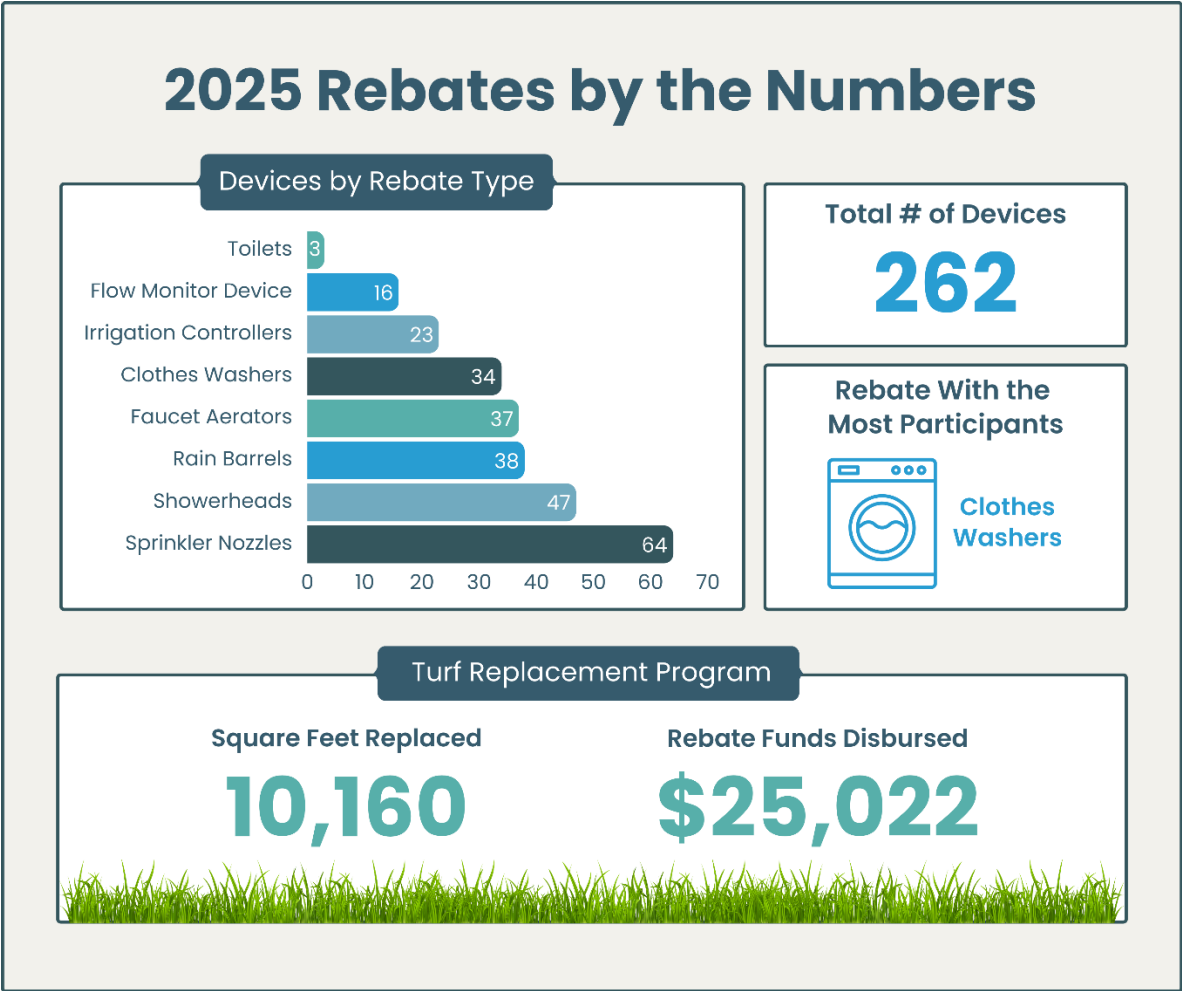
Ready for change? Look for the WaterSense logo on products to ensure you're using water-efficient options that help save both water and money!



[Search Products](#)

4. Residential and Commercial Rebates

The District, in partnership with MWD, offers various rebate programs. Below is a summary of rebates successfully paid year-to-date in 2025; pending or in-process applications are not included.



External Affairs & Sustainability Activities

1. Concerts in the Park & National Night Out
The District participated in the City of Walnut and City of Diamond Bar Concerts in the Park, as well as National Night Out. The District hosted a booth at the events to hand out giveaways and conservation-related flyers. Additionally, the District promoted sign-ups for the customer portal and our new extended office hours.
2. Scholar Dollar Student Scholarships
WVWD awarded two scholarships through the Scholar Dollar Contest, managed and funded by PWAG-CET. Following an application process that included an essay, one student from Diamond Bar High School and one from Walnut High School have been selected to each receive a \$1,500 scholarship for their college education.
3. Mid-Autumn Festival Walnut
WVWD will be participating in the Mid-Autumn Festival at Mt. San Antonio College on October 4. The District will have a booth at the event to hand out giveaways and conservation-related flyers. Additionally, the District will promote customer portal sign-ups and our new extended office hours.
4. 57th Assembly District College & Career Fair
The District will participate in the 57th Assembly District College & Career Fair, hosted by Assemblywoman Lisa Calderon, at Rio Hondo College on October 11. The District will have a booth at the event to educate attendees about careers in the water industry and distribute giveaways.
5. MWD Traveling Art Gallery for Student Art
The District will host MWD's Traveling Art Gallery from October 21 to November 4. Artworks from the 2025 Student Art Calendar were displayed in the District's Customer Service Lobby and Administration Building.
6. H2O for HOAs
WVWD will host an H2O for HOAs event on October 30 at the Diamond Bar Center. This event will host representatives from various homeowner associations to provide an overview of the District's programs and services, as well as upcoming laws and regulations impacting water use and conservation.
7. Rain Barrel Distribution and Mulch Giveaway
The District is hosting a Rain Barrel Distribution and Mulch Giveaway Event on December 6 at the Diamond Bar High School. Customers who pre-order rain barrels through our partnership with Rain Barrels International will collect them at this event. The mulch giveaway, in collaboration with the City of Diamond Bar, will be distributed on a first-come, first-served basis.
8. Leak Repair Programs
Through MWD's MAAP funding program, WVWD has secured \$75,000 to support its Leak Repair Program for qualifying customers. Eligible customers may participate through an invitation, which is extended following an assessment of water usage and need. To date, all available funding has been allocated to assist over 150 customers. The District is allocating additional funds to continue supporting additional repairs under this program. In addition, a separate program is available specifically for

customers enrolled in the Affordable Rate Program. EcoTech Services is responsible for conducting all leak assessments and performing repairs for both indoor and outdoor leaks.

Local Sponsorships

1. Beerfest/Taste of Diamond Bar
The District sponsored the Beerfest/Taste of Diamond Bar hosted by the Diamond Bar Community Foundation and the City of Diamond Bar on August 17 at the Diamond Bar Center. The sponsorship included a booth at the event, a full-page ad in the Windmill magazine and recognition on the event banner.
2. Rowland Heights Buckboard Days Parade
The District is sponsoring the Rowland Heights Buckboard Days Parade on October 18. The sponsorship includes a quarter-page ad in the program, recognition in the parade, and a booth at the festival.
3. Kiwanis Club Young Professionals STEAM Fair
The District is sponsoring the Kiwanis Club of Diamond Bar Young Professionals' 3rd Annual STEAM Fair on September 20 at Diamond Bar High School. The sponsorship includes recognition in the program and on social media.
4. Diamond Bar Country Estates Spooktacular
The District is sponsoring the Diamond Bar Country Estates Annual Halloween Spooktacular on October 31. The sponsorship includes an ad in the newsletter and a booth at the event.
5. Diamond Bar Evergreen Club Journal Ads
The District is sponsoring the Diamond Bar Evergreen Club's Quarterly Journal Ads. The sponsorship includes a whole-page ad that is distributed to their members.
6. City of Walnut Recreation Guide
The District is sponsoring an ad in the fall edition of the City of Walnut's "Life In Walnut" recreation guide. The sponsorship includes a whole-page ad that is distributed to the community.
7. Regional Chamber Annual Guide
The District is sponsoring an ad in the Chamber's Business Horizons Annual Guide & Directory. The sponsorship includes a whole-page ad that is distributed to the community.
8. Public Water Agencies Group - Conservation and Education Team (PWAG-CET)
WVWD is a member of the Public Water Agencies Group (PWAG) Conservation and Education Team (CET), which provides conservation and educational resources to teachers and students. All schools, teachers, and students within WVWD's service area have access to all PWAG CET programs and services, including the Splash Cash program, Scholar Dollar program, and more.

August 31, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
		No Activity							
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
Total Districts Charges						-	-	0.00	

Date _____

Monthly Board Expense Detail
Scarlett Kwong
August 31, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
		No Activity							
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
Total Districts Charges						-	-	0.00	

Date _____

09/10/2028
Date

09/09/2024 -
Date

9/10/2025
Date

Monthly Board Expense Detail
Theresa Lee
August 31, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
		No Activity							
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
Total Districts Charges						-	-	0.00	

Date _____

Date 09/10/2025

Director of Finance

Date _____

General Manager

Date:

August 31, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
								-	
08/23/25	1	Conference Registration	ACWA Fall Conference Registration	VISA		999.00		999.00	10-5520-5720
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
Total Districts Charges						999.00	-	999.00	

Date _____

Date _____

09/10/2025

Director of Finance

Date _____

~~General Manager~~


9/10/2025
Date

Monthly Board Expense Detail
 Henry Woo
 August 31, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
		No Activity						-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
Total Districts Charges						-	-	0.00	

Henry Woo


Date



09/10/2025

Executive Services Administrator


Date



09/10/2025

Director of Finance

Date



9/10/2025

General Manager

Date

DIRECTOR EXPENSE FORM



NAME: Edwin Hilden

DATE: August 2025

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	8/7/2025	Special Board Workshop	<input checked="" type="checkbox"/>				\$ -
2	8/11/2025	Public Info	<input type="checkbox"/>				\$ -
3	8/11/2025	Finance	<input checked="" type="checkbox"/>				\$ -
4	8/18/2025	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
5	8/21/2025	Board Workshop	<input checked="" type="checkbox"/>				\$ -
6	8/27/2025	Special Board Meeting	<input checked="" type="checkbox"/>				\$ -
7			<input type="checkbox"/>				\$ -
8			<input type="checkbox"/>				\$ -
9			<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.655 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 5 X \$150.00 per day \$ 750.00

TOTAL \$ 750.00

I certify the above is correct and accurate to the best of my knowledge


Signature

8/28/2025
Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.655

**Directors are eligible for seven meeting days per month at \$150 per day.

WVWD Regular Board Meeting-September 15, 2025

DIRECTOR EXPENSE FORM



NAME: Scarlett Kwong

DATE: August 2025

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	8/6/2025	President's duty	<input checked="" type="checkbox"/>				\$ -
2	8/7/2025	Special board meeting	<input checked="" type="checkbox"/>				\$ -
3	8/18/2025	Board meeting	<input checked="" type="checkbox"/>				\$ -
4	8/21/2025	Special board meeting	<input checked="" type="checkbox"/>				\$ -
5	8/27/2025	Special board meeting	<input checked="" type="checkbox"/>				\$ -
6			<input type="checkbox"/>				\$ -
7			<input type="checkbox"/>				\$ -
8			<input type="checkbox"/>				\$ -
9			<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.70 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 5 X \$150.00 per day \$ 750.00

TOTAL \$ 750.00

I certify the above is correct and accurate to the best of my knowledge

Signature

Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

**Directors are eligible for seven meeting days per month at \$150 per day.

WVWD Regular Board Meeting-September 15, 2025

DIRECTOR EXPENSE FORM



NAME: Theresa Lee

DATE: August 2025

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	8/4/2025	Building Ad Hoc Committee Meeting	<input checked="" type="checkbox"/>				\$ -
2	8/7/2025	PBWA Board Meeting	<input checked="" type="checkbox"/>				\$ -
3	8/7/2025	WVWD Special Board Meeting	<input type="checkbox"/>				\$ -
4	8/11/2025	WVWD Finance Committee Meeting	<input checked="" type="checkbox"/>				\$ -
5	8/13/2025	Lisa Calderon Wildfire Safety Information Session	<input type="checkbox"/>				\$ -
6	8/14/2025	IBC Helio Hydrant Demo	<input type="checkbox"/>				\$ -
7	8/17/2025	DB Foundation & City of Diamond Bar Beer Fest & Restaurant Week	<input checked="" type="checkbox"/>				\$ -
8	8/18/2025	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
9	8/21/2025	WVWD Board Workshop	<input checked="" type="checkbox"/>				\$ -
10	8/27/2025	WVWD Special Board Meeting	<input checked="" type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.70 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

TOTAL \$ 1,050.00

I certify the above is correct and accurate to the best of my knowledge

Signature

Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

**Directors are eligible for seven meeting days per month at \$150 per day.

WVWD Regular Board Meeting-September 15, 2025

DIRECTOR EXPENSE FORM



NAME: Jerry C. Tang

DATE: August 2025

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	8/7/25	WVWD Special Board Meeting	<input checked="" type="checkbox"/>				\$ -
2	8/11/25	WVWD Public Information/Community Relations/Legislative Action Committee Meeting	<input checked="" type="checkbox"/>				\$ -
3	8/12/25	WVWD Engineering Committee Meeting	<input checked="" type="checkbox"/>				\$ -
4	8/12/25	WVWD Personnel Committee Meeting	<input type="checkbox"/>				\$ -
5	8/13/25	Assemblymember Lisa Calderon Wildfire Safety Workshop Informational Session	<input checked="" type="checkbox"/>				\$ -
6	8/14/25	WVWD IBC Heli Hydrant Demonstration	<input checked="" type="checkbox"/>				\$ -
7	8/17/25	City of Diamond Bar Beerfest Event	<input type="checkbox"/>				\$ -
8	8/18/25	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
9	8/21/25	WVWD Special Board Meeting	<input checked="" type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -
Total Number of Miles: 0 X \$0.70							\$ -
Total Reimbursable Expenses							\$ -
Total Meeting Compensation 7 X \$150.00 per day							\$ 1,050.00
TOTAL							\$ 1,050.00

I certify the above is correct and accurate to the best of my knowledge

Signature _____

Date _____

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

**Directors are eligible for seven meeting days per month at \$150 per day.

DIRECTOR EXPENSE FORM



NAME: Henry Woo

DATE: August 2025

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	8/4/2025	Ad Hoc committee meeting for HQ	<input checked="" type="checkbox"/>				\$ -
2	8/7/2025	Special Board meeting - Headquarters project	<input checked="" type="checkbox"/>				\$ -
3	8/11/2025	Public Info/Legislative committee meeting	<input checked="" type="checkbox"/>				\$ -
4	8/11/2025	Finance committee meeting	<input checked="" type="checkbox"/>				\$ -
5	8/11/2025	Engineering committee meeting	<input checked="" type="checkbox"/>				\$ -
6	8/18/2025	WVWD Board meeting	<input checked="" type="checkbox"/>				\$ -
7	8/20/2025	Anti-Harrassment Training	<input checked="" type="checkbox"/>				
8	8/21/2025	Special Board meeting	<input checked="" type="checkbox"/>				\$ -
9	8/27/2025	Special Board meeting for HQ	<input checked="" type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -
14			<input type="checkbox"/>				\$ -
						Total Number of Miles: 0 X \$0.70	\$ -
						Total Reimbursable Expenses	\$ -
						Total Meeting Compensation 7 X \$150.00 per day	\$ 1,050.00
						TOTAL	\$ 1,050.00

I certify the above is correct and accurate to the best of my knowledge

Signature

Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

**Directors are eligible for seven meeting days per month at \$150 per day.

WVWD Regular Board Meeting-September 15, 2025

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Finance
DATE: September 15, 2025
SUBJECT: Identity Theft Prevention Program Annual Review

☐ Action/Discussion ☐ Fiscal Impact ☐ Resolution ☒ Information Only

Recommendation

For information only.

Background Information

The District's Identity Theft Prevention Program (Program) was created in 2008 to comply with the Federal Trade Commission's (FTC) Red Flag Rule. The Rule requires all utility agencies to implement a program that detects, prevents, and mitigates customer identity theft.

In compliance with this reporting mandate, the District submits an annual report to the Board, outlining its adherence to the FTC's Red Flag Rules. This annual report encompasses any policy updates and highlights significant aspects of the Program, including any incidents of identity theft.

Policy Updates

Staff and legal counsel have reviewed the policy and made one clarifying wording change under Part IV: Additional Security Information, Section 3b, changing "Customers" to "Customer Service Representatives".

Incidents During the Year

There were no reportable incidences during the past year

Staff continues to provide "Red Flag" training annually or as-needed to all personnel with access to confidential customer information.

Attachment:
Identity Theft Prevention Program

Walnut Valley Water District

**IDENTITY THEFT
PREVENTION PROGRAM**

**Adopted by the Board of Directors
on October 20, 2008**



Program and Procedures

Last Reviewed: September 2025

Last Updated: December 2010

Table of Contents

Part I.	Assessment of Existing Business Practices.....	Page 1
Part II.	Identification of Red Flags.....	Page 2
Part III.	Detection of Red Flags.....	Page 3
Part IV.	Prevention and Mitigation.....	Page 4
Part V.	Program Administration.....	Page 5
	A. Staff Training	Page 5
	B. Program Review and Update	Page 5
	C. Program Approval and Adoption	Page 5
	D. Annual Reporting.....	Page 6
	E. Service Provider Oversight	Page 6
Part VI	Additional Security Information	Page 7

Part I. Assessment of Existing Business Practices

Part I of the Identity Theft Prevention Program is used to identify areas of potential risk within the District's standard Customer Service business practices. The District has selected specific business processes associated with offering or maintaining accounts, or engaging in other activities that could raise "red flags" indicating the potential for identity theft.

- A. The District provides Customer Service personnel with the ability to request and review a customer's personal identifying information when engaging in any of the following activities:
 - a. Opening new accounts;
 - b. Accessing existing accounts;
 - c. Modifying existing accounts;
 - d. Closing existing accounts;
 - e. Processing Automatic Bill Pay applications; and/or
 - f. Processing Affordable Rate Program applications

Customer Service personnel shall maintain strict confidentiality of personal customer information when performing these duties to protect customer information and prevent or mitigate identity theft.

- B. Through the use of an Interactive Voice Response (IVR) phone system, authorized customers can access account balance information, recent billing, and payment history provided they are correctly authenticated with their 12 digit account number. The District does not allow its customers to open a new account or close an existing account independent of Customer Service personnel through the IVR system.
- C. The District has entered into a contract with a service provider to allow our customers to make payments by credit card and other payment methods (eCheck, debit card, etc.) through the IVR system or Internet with a secure interface provided by the service provider. District customers that are properly authenticated will have access to an electronic version of their water bill through a web portal where they can make payments. All customer transactions require electronic confirmation and approval of the payment amount and corresponding service fee. The service provider will not disclose to any third party confidential customer information including name, address, bank account numbers, or credit card information and shall comply with all Red Flag Rules to protect customer information and prevent or mitigate identity theft. The District does not allow its customers to open a new account or close an existing account independent of Customer Service personnel through the service provider's web portal.

Also, if the District has identified a past occurrence of identity theft that was linked to a customer's account (an unauthorized opening, modifying, or closing of an account), then Customer Service must perform the actions set forth in the following Program.

Part II. Identification of Red Flags

Part II of the Identity Theft Prevention Program assists the District in identifying Red Flags that may arise during routine handling of new and/or existing accounts. The District has identified the following items as potential Red Flag sources or categories that might indicate an instance of identity theft.

- Consumer report includes a fraud or active duty alert, a notice of credit freeze, and/or a notice of address discrepancy.
- Documents provided for identification appear to have been altered or forged.
- Photograph, physical description, and/or other information on the identification is not consistent with the appearance of the person presenting the identification.
- Information on the identification is not consistent with readily accessible information that is on file with the District, such as property tax records.
- Information provided is inconsistent when compared against external information sources (address does not match any address in the consumer report and/or social security number has not been issued or is associated with a deceased person).
- Information provided by the customer is inconsistent with other information provided by the customer (no correlation between SSN range and date of birth).
- Information provided is associated with known fraudulent activity (address and/or phone number on an application is the same as the address provided on a previous fraudulent application).
- Information provided is of a type commonly associated with fraudulent activity (address on an application is fictitious and/or phone number is invalid).
- Social security number, address and/or telephone number provided is the same as or similar to ones provided by another customer.
- Customer fails to provide all required personal identifying information on an application or in response to notification that the application is incomplete.
- Customer cannot provide authenticating information beyond that which generally would be available from a wallet or consumer report.
- Mail sent to the customer is returned repeatedly as undeliverable although transactions continue to be conducted in connection with the customer's account.
- District is notified that the customer is not receiving paper account statements.
- District is notified that it has opened a fraudulent account for a person engaged in identity theft.

Part III. Detection of Red Flags

Part III of the Identity Theft Prevention Program addresses the process of detecting Red Flags as related to possible identity theft during the District's routine handling of new and/or existing accounts. The following is a list of detection methods that the District uses to prevent identity theft.

- Require customers to present government-issued identification information to open a new account. Types of necessary information include:
 - Name
 - Date of birth
 - Social security number (not required)
 - Address
 - Phone number
 - Photo identification
- Verify personal identification information using records on file with the District or through a third-party source such as a consumer reporting agency.
- Independently contact the customer (in the case of phone or internet setup of new District accounts).
- When fielding a request to access and/or modify an existing account (such as a change of billing address), verify identity of customer by requesting specific pieces of personal identifying information (identification with the new billing address and/or documentation proving shift of financial liability)
- If new banking information is provided for electronic payment of accounts, cross-check ownership of the new banking account with the customer name on the District account by contacting the appropriate financial institution.
- For future online access of a District account, require the establishment of security questions during the initial set-up of the account.

Part IV. Prevention and Mitigation

Part IV of the Identity Theft Prevention Program details response actions for District personnel if the personnel have observed a Red Flag associated with a new or existing District account. One or more of the following actions will be taken by the District to rectify the situation.

- District will not open a new account (after review of the presented identifying information and discussion with supervisor)
- For an existing account, the District may discontinue the services associated with that account and/or:
 - Continue to monitor the account for evidence of identity theft and contact the customer to discuss possible actions.
 - Change the passwords, security codes, or other security devices that permit access to an existing account.
 - Reopen an existing account with a new account number.
 - Close an existing account.
- If the District has identified an instance of identity theft associated with an unpaid account, the District will not attempt to collect on the account or sell the account to a debt collector.
- If applicable, the District will provide the consumer reporting agencies with a description of the identity theft event.
- The District shall determine if no response is warranted under the particular circumstances of a suspected identity theft.
- The District will notify local law enforcement and provide them with all the relevant details whenever there is a confirmed identity theft and when warranted under the circumstances of a suspected identity theft event.
- Complete Identity Theft Incident Report.

Part V. Program Administration

Program administration is an important part of the Identity Theft Prevention Program. This section details the training requirements, annual program review, approval and adoption process and annual reporting requirements that are associated with this Program.

A. Staff Training

Any employee with the ability to open a new account, or access/manage/close an existing account, will receive training on identifying and detecting Red Flags. They will also be trained in the appropriate response actions in the event that an instance of identity theft is suspected. Key management personnel in appropriate departments will also receive training on the contents of this Program. As necessary, employees will be re-trained annually if the Program is updated to include new methods of identifying and detecting Red Flags or if new response actions are implemented.

B. Program Review and Update

The District will review and update the Program annually to reflect changes in risks to customers from identity theft based on factors such as:

- Experiences of the District with identity theft.
- Changes in methods of identity theft.
- Changes in methods to detect, prevent, and mitigate identity theft.
- Changes in the types of accounts that the District offers or maintains.
- Changes in the business arrangements of the District, including mergers, acquisitions, alliances, joint ventures, and service provider arrangements.

C. Program Approval and Adoption

This Program was reviewed and approved by the District's Board of Directors on October 20, 2008. The District's General Manager, or designee, is responsible for the oversight, development, implementation and administration of the Program. The General Manager shall provide periodic reports to the Board of Directors on the effectiveness of the Program and shall ensure that all necessary District employees are properly trained to implement the Program.

The General Manager shall annually review the Program with appropriate District staff to determine if any revisions are needed. That review may include changes in identity theft methods and changes in methods to detect, prevent, and mitigate identity theft. The General Manager is authorized to and directed to make any changes in the program that are found to be necessary; such changes must be reported to the Board of Directors at the first regular Board of Directors' meeting after the change is made.

D. Annual Reporting

The District will provide an annual report to the Board of Directors that details the District's compliance with the Federal Trade Commission's Red Flags Rule. The report will address matters related to the Program and address several topic areas, including:

- Effectiveness of the policies and procedures of the District in addressing the risk of identity theft in connection with the opening of new accounts and with respect to the management of existing accounts;
- Service provider arrangements;
- Significant incidents involving identity theft and management's response; and,
- Recommendations for material changes to the Program.

E. Service Provider Oversight

Whenever the District engages a service provider to perform an activity in connection with one or more of the customer accounts, the District will verify that the activity of the service provider is conducted in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft. To accomplish this, the District will require the service provider by contract to have policies and procedures to detect relevant Red Flags that may arise in the performance of the service provider's activities, and either report the Red Flags to the District, or to take appropriate steps to prevent or mitigate identity theft.

Part VI. Additional Security Information

The District has implemented a variety of procedures to assist in the prevention of identity theft including the following:

1. Checking references or doing background checks before hiring employees who will have access to customer information.
2. Limiting employee access to customer information to the extent they need it to respond to customer inquiries:
 - a. Customer Service representatives can load confidential customer information onto the utility billing system when setting up a new account. After the account has been established, Customer Service representatives will only have access to the last 4 digits of a customer's social security number for identification purposes. Customer Service representatives can modify general customer information and delete customer accounts with private customer information after an account is established.
 - b. Customer Service supervisors have access to modify or delete confidential customer information after an account is established.
3. Protecting printed copies of customers' private information:
 - a. When signing up for service, customers may request a printed copy of the customer's private information for verification purposes. Any printed copy returned to the Customer Service representative creating the account shall be immediately destroyed.
 - b. After the account has been established, Customer Service Representatives, may request a printed copy of the customer's private information for verification purposes. The customer must come to the District to make this request as it will not be mailed to the customer. Only Customer Service supervisors can accommodate this request as Customer Service representatives cannot view or print confidential customer information after the account is established. Any printed copy of private customer information returned to the Customer Service supervisor shall be immediately destroyed.
4. Confidential customer information shall be maintained in a data base accessible only by Customer Service supervisory employees to protect this information against theft or loss. The District maintains backups, stores the backup off-site and in the cloud, and encrypts all confidential information to prevent unauthorized access if the backups are lost or stolen.
5. Training District employees to take basic steps to maintain the security, confidentiality, and integrity of customer information, including:
 - a. Locking file cabinets where records are kept;
 - b. Not sharing or openly posting employee passwords in work areas;
 - c. Encrypting sensitive customer information when it is transmitted electronically via public networks;

Deleted: customers

- d. Referring calls or other requests for customer information to designated employees who have been trained in how the District safeguards personal data;
 - e. Reporting suspicious attempts to obtain customer information to designated personnel.
- 6. Reminding applicable employees of the District's policy and the legal requirement to keep customer information secure and confidential.
- 7. Imposing disciplinary measures for security policy violations.
- 8. Preventing terminated employees from accessing customer information by immediately deactivating their passwords and user names and taking other appropriate measures.
- 9. Maintaining a careful inventory of the District's computers and any other equipment on which customer information may be stored.
- 10. Taking steps to ensure the secure transmission of customer information by using a Secure Sockets Layer (SSL) or other secure connection so that the information is protected in transit.
- 11. Disposing of customer information in a secure way by shredding papers containing customer information so that the information cannot be read or reconstructed. Conducting due diligence beforehand when hiring an outside disposal company by checking references or requiring that the company be certified by a recognized industry group.
- 12. Destroying or erasing data when disposing of computers, disks, hard drives, laptops, cell phones, or any other electronic media or hardware containing customer information.
- 13. Maintaining up-to-date information systems and appropriate programs to prevent unauthorized access to customer information, including:
 - a. Regularly installing operating system security updates and software patches that resolve vulnerabilities;
 - b. Using anti-virus and anti-spyware software that updates automatically;
 - c. Maintaining up-to-date firewalls, particularly if using a broadband Internet connection that allows employees to connect to the network from home or other offsite locations;
 - d. Regularly ensuring that ports not needed by the District are closed; and
 - e. Promptly passing along information and instructions to employees regarding any new security risks or possible breaches.
- 14. Taking steps to preserve the security, confidentiality, and integrity of customer information in the event of a breach by:
 - a. Taking immediate action to secure any information that has or may have been compromised.
 - b. Preserving and reviewing files or programs that may reveal how the breach occurred;

- c. If feasible and appropriate, bringing in security professionals to help assess the breach as soon as possible.
- 15. Notifying customers, law enforcement, and/or businesses in the event of a security breach, including:
 - a. Notifying customers if their personal information is subject to a breach that poses a significant risk of identity theft or related harm;
 - b. Notifying law enforcement if the breach may involve criminal activity or there is evidence that the breach has resulted in identity theft or related harm; and
 - c. Notifying the credit bureaus and other businesses that may be affected by the breach.

Walnut Valley Water District

Identity Theft Incident Report

Employee Name: _____ Date: _____

Red Flags Detection (Check all that apply and describe the incident)

- ☐ Consumer Reporting Agency Alert ☐ Suspicious Account Activity
☐ Suspicious Document(s) ☐ Suspicious Personal Identifying Information
☐ Notice from Customer, Victim, Law Enforcement Authority, or Other Person

Describe the incident: _____

Recommended Response to Red Flags (Check all that apply and describe recommendation)

- ☐ No Response ☐ Don't Open New Account ☐ Discontinue Service
☐ Close Account ☐ Reopen with New Account ☐ Change the Security Codes
☐ Monitor Account ☐ Involve Debt Collector ☐ Other
Notify: ☐ Customer ☐ Law Enforcement ☐ Consumer Reporting Agency

Describe the recommended response: _____

Supervisor Authorization (Note any changes above and sign below)

Supervisor: _____ Date: _____

Important Note:

The Identity Theft Incident Report shall be used to document all confirmed or suspected incidents of identity theft. This report is intended to assist in understanding why an incident occurred and improving the response to future incidents of identity theft. Please forward copies of all completed forms to the General Manager, or designee, so that additional improvements can be made to the District's Identity Theft Prevention Program.

MONTHLY ACCOUNT STATEMENT

Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

PORTFOLIO SUMMARY

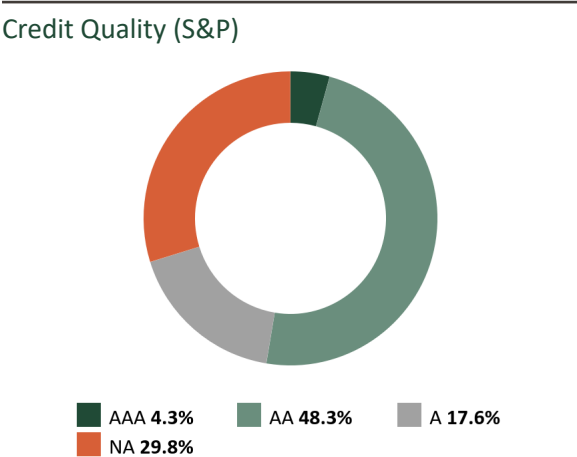
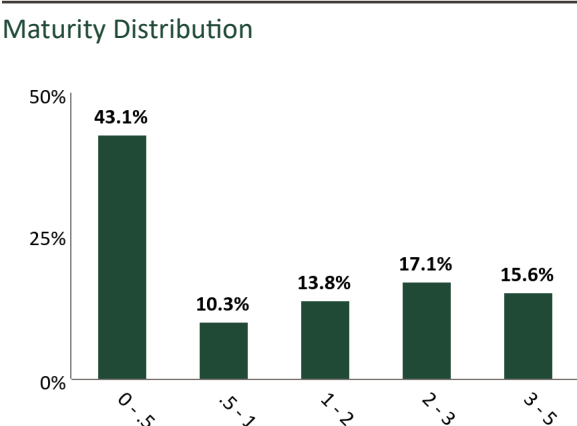
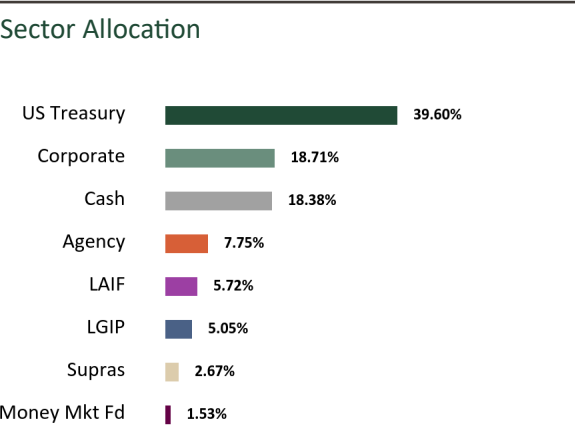


Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Portfolio Characteristics	
Average Modified Duration	1.29
Average Coupon	2.38%
Average Purchase YTM	2.50%
Average Market YTM	3.22%
Average Credit Quality*	AA
Average Final Maturity	1.41
Average Life	1.32

Account Summary		
	End Values as of 07/31/2025	End Values as of 08/31/2025
Market Value	40,194,085.05	40,750,207.20
Accrued Interest	176,143.32	170,552.76
Total Market Value	40,370,228.37	40,920,759.97
Income Earned	109,123.58	50,570.07
Cont/WD	750,708.19	283,955.25
Par	40,464,432.57	40,837,008.86
Book Value	40,400,099.81	40,776,498.61
Cost Value	40,246,790.66	40,619,366.95

Top Issuers	
Government of The United States	39.60%
Cash	18.26%
LAIF	5.72%
CA CLASS	5.05%
Federal Home Loan Banks	4.52%
Federal Home Loan Mortgage Corp	1.71%
Federated Hermes, Inc.	1.53%
FNMA	1.52%



PORTFOLIO SUMMARY

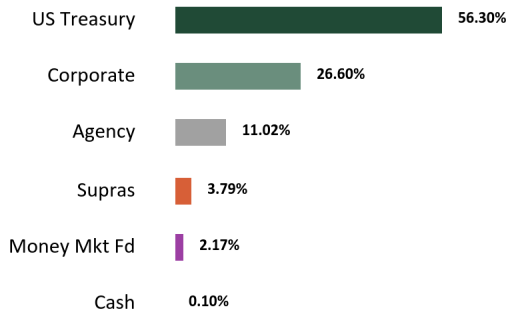


Walnut Valley Water District | Account #10074 | As of August 31, 2025

Portfolio Characteristics

Average Modified Duration	1.83
Average Coupon	2.72%
Average Purchase YTM	2.88%
Average Market YTM	3.88%
Average Credit Quality*	AA
Average Final Maturity	1.99
Average Life	1.87

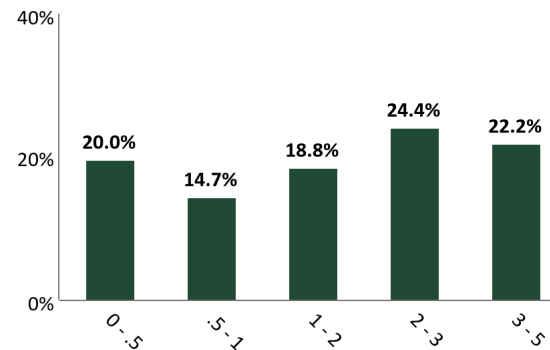
Sector Allocation



Account Summary

	End Values as of 07/31/2025	End Values as of 08/31/2025
Market Value	28,409,776.76	28,662,828.59
Accrued Interest	175,101.72	169,290.00
Total Market Value	28,584,878.48	28,832,118.59
Income Earned	69,671.77	40,833.65
Cont/WD	0.00	0.00
Par	28,671,788.06	28,742,479.81
Book Value	28,607,455.30	28,681,969.56
Cost Value	28,454,146.15	28,524,837.90

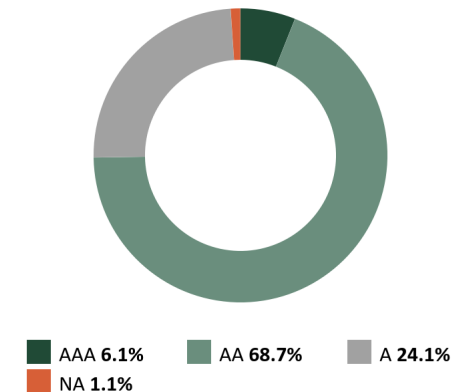
Maturity Distribution



Top Issuers

Government of The United States	56.30%
Federal Home Loan Banks	6.42%
Federal Home Loan Mortgage Corp	2.44%
Federated Hermes, Inc.	2.17%
FNMA	2.17%
International Bank for Recon and Dev	2.08%
Deere & Company	1.78%
PACCAR Inc	1.77%

Credit Quality (S&P)



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (08/01/09)
Walnut Valley WD	0.86%	1.52%	3.91%	4.78%	5.46%	4.06%	1.41%	1.95%	1.85%
Benchmark Return	1.05%	1.65%	4.32%	4.43%	5.28%	3.75%	1.08%	1.68%	1.61%

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

**Periods over 1 year are annualized.

Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index Secondary Benchmark:

RECONCILIATION SUMMARY



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Maturities / Calls

Month to Date	0.00
Fiscal Year to Date	(6,021,000.00)

Principal Paydowns

Month to Date	0.00
Fiscal Year to Date	0.00

Purchases

Month to Date	336,293.36
Fiscal Year to Date	20,125,971.54

Sales

Month to Date	0.00
Fiscal Year to Date	(13,268,672.51)

Interest Received

Month to Date	52,338.11
Fiscal Year to Date	594,294.91

Purchased / Sold Interest

Month to Date	0.00
Fiscal Year to Date	(26,541.62)

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Book Value	40,400,099.81	39,898,974.76
Maturities/Calls	0.00	(6,021,000.00)
Principal Paydowns	0.00	0.00
Purchases	336,293.36	20,125,971.54
Sales	0.00	(13,268,672.51)
Change in Cash, Payables, Receivables	36,282.93	10,489.82
Amortization/Accretion	3,822.51	30,735.00
Realized Gain (Loss)	0.00	0.00
Ending Book Value	40,776,498.61	40,776,498.61

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Market Value	40,194,085.05	39,270,901.31
Maturities/Calls	0.00	(6,021,000.00)
Principal Paydowns	0.00	0.00
Purchases	336,293.36	20,125,971.54
Sales	0.00	(13,268,672.51)
Change in Cash, Payables, Receivables	36,282.93	10,489.82
Amortization/Accretion	3,822.51	30,735.00
Change in Net Unrealized Gain (Loss)	179,723.35	601,782.05
Realized Gain (Loss)	0.00	0.00
Ending Market Value	40,750,207.20	40,750,207.20

HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
AGENCY									
3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP 0.375 09/23/2025	700,000.00	10/07/2020 0.50%	695,758.00 699,948.47	99.77 4.30%	698,400.22 1,152.08	1.71% (1,548.25)	Aa1/AA+ AA+	0.06 0.06
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	625,000.00	11/18/2020 0.51%	624,775.00 624,991.69	99.33 4.25%	620,795.16 989.58	1.52% (4,196.53)	Aa1/AA+ AA+	0.19 0.18
3130AKFA9	FEDERAL HOME LOAN BANKS 0.375 12/12/2025	600,000.00	01/05/2021 0.42%	598,680.00 599,925.24	98.95 4.19%	593,704.61 493.75	1.46% (6,220.63)	Aa1/AA+ AA+	0.28 0.27
3130ATUS4	FEDERAL HOME LOAN BANKS 4.25 12/10/2027	475,000.00	01/26/2023 3.67%	487,188.50 480,689.79	101.42 3.59%	481,740.97 4,542.19	1.18% 1,051.17	Aa1/AA+ AA+	2.28 2.13
3130AWMN7	FEDERAL HOME LOAN BANKS 4.375 06/09/2028	750,000.00	07/21/2023 4.17%	756,637.50 753,769.44	102.03 3.60%	765,216.98 7,473.96	1.88% 11,447.54	Aa1/AA+ AA+	2.77 2.57
Total Agency		3,150,000.00	1.86%	3,163,039.00 3,159,324.64	100.33 3.99%	3,159,857.95 14,651.56	7.75% 533.31		1.12 1.05
CASH									
90CASH\$00	Custodial Cash Account	7,441,068.27	-- 0.00%	7,441,068.27 7,441,068.27	1.00 0.00%	7,441,068.27 0.00	18.26% 0.00	NA/NA NA	0.00 0.00
CCYUSD	Receivable	29,933.00	--	29,933.00 29,933.00	1.00 0.00%	29,933.00 0.00	0.07% 0.00	Aaa/AAA AAA	0.00 0.00
CCYUSD	Receivable	18,891.05	--	18,891.05 18,891.05	1.00 0.00%	18,891.05 0.00	0.05% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		7,489,892.32	0.00%	7,489,892.32 7,489,892.32	1.00 0.00%	7,489,892.32 0.00	18.38% 0.00		0.00 0.00
CORPORATE									
89114TZD7	TORONTO-DOMINION BANK 1.2 06/03/2026	400,000.00	08/11/2021 1.12%	401,416.00 400,221.88	97.74 4.28%	390,947.94 1,173.33	0.96% (9,273.94)	A2/A- AA-	0.76 0.73
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	500,000.00	09/11/2023 5.51%	500,150.00 500,046.20	101.25 4.18%	506,258.49 997.75	1.24% 6,212.29	Aa2/A+ AA	0.96 0.85
87612EBM7	TARGET CORP 1.95 01/15/2027	500,000.00	01/24/2022 1.87%	501,865.00 500,491.34	97.40 3.92%	486,977.06 1,245.83	1.20% (13,514.29)	A2/A A	1.38 1.33
06406RBA4	BANK OF NEW YORK MELLON CORP 2.05 01/26/2027	500,000.00	01/26/2022 2.03%	500,400.00 500,107.01	97.45 3.94%	487,252.33 996.53	1.20% (12,854.69)	Aa3/A AA-	1.41 1.36
023135CF1	AMAZON.COM INC 3.3 04/13/2027	400,000.00	04/26/2022 3.26%	400,788.00 400,247.03	99.18 3.82%	396,734.38 5,060.00	0.97% (3,512.65)	A1/AA AA-	1.62 1.54

HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	500,000.00	06/28/2022 4.00%	500,045.00 500,015.15	100.04 3.97%	500,200.24 6,166.67	1.23% 185.09	A2/A+ A+	1.69 1.60
69371RS31	PACCAR FINANCIAL CORP 4.6 01/10/2028	500,000.00	01/26/2023 4.26%	507,430.00 503,542.21	101.57 3.89%	507,861.78 3,258.33	1.25% 4,319.57	A1/A+ NA	2.36 2.20
24422EWR6	JOHN DEERE CAPITAL CORP 4.75 01/20/2028	500,000.00	01/26/2023 4.29%	510,270.00 504,925.75	101.87 3.92%	509,345.14 2,704.86	1.25% 4,419.38	A1/A A+	2.39 2.23
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	425,000.00	04/11/2023 4.02%	441,923.50 433,432.54	102.33 3.94%	434,904.15 935.00	1.07% 1,471.62	A2/A A	2.46 2.22
713448FL7	PEPSICO INC 3.6 02/18/2028	500,000.00	03/20/2023 4.18%	487,155.00 493,556.02	99.51 3.81%	497,534.49 650.00	1.22% 3,978.46	A1/A+ NA	2.47 2.33
57636QAW4	MASTERCARD INC 4.875 03/09/2028	450,000.00	03/10/2023 4.83%	450,904.50 450,449.48	102.40 3.87%	460,793.16 10,481.25	1.13% 10,343.68	Aa3/A+ NA	2.52 2.23
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	400,000.00	06/26/2023 4.70%	382,788.00 390,532.91	99.46 3.91%	397,840.65 4,933.33	0.98% 7,307.73	A1/A NA	2.67 2.48
341081GN1	FLORIDA POWER & LIGHT CO 4.4 05/15/2028	450,000.00	-- 4.67%	444,781.50 447,145.55	100.93 4.03%	454,194.12 5,830.00	1.11% 7,048.58	Aa2/A+ AA-	2.71 2.35
74340XCG4	PROLOGIS LP 4.875 06/15/2028	450,000.00	07/21/2023 4.96%	448,330.50 449,048.94	102.27 4.00%	460,233.71 4,631.25	1.13% 11,184.77	A2/A NA	2.79 2.49
89236TLB9	TOYOTA MOTOR CREDIT CORP 5.25 09/11/2028	450,000.00	09/26/2023 5.34%	448,227.00 448,916.61	103.54 3.99%	465,943.93 11,156.25	1.14% 17,027.32	A1/A+ A+	3.03 2.72
63743HFX5	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030	300,000.00	06/17/2025 4.59%	304,347.00 304,151.07	103.03 4.19%	309,088.22 990.00	0.76% 4,937.14	A2/NA A	4.44 3.88
857477DB6	STATE STREET CORP 4.834 04/24/2030	350,000.00	05/28/2025 4.72%	351,652.00 351,562.83	102.71 4.19%	359,470.95 5,968.65	0.88% 7,908.12	Aa3/A AA-	4.65 4.00
Total Corporate		7,575,000.00	4.03%	7,582,473.00 7,578,392.50	100.70 3.98%	7,625,580.71 67,179.04	18.71% 47,188.21		2.30 2.09
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	2,329,430.02	-- 4.25%	2,329,430.02 2,329,430.02	1.00 4.25%	2,329,430.02 0.00	5.72% 0.00	NA/NA NA	0.00 0.00
Total LAIF		2,329,430.02	4.25%	2,329,430.02 2,329,430.02	1.00 4.25%	2,329,430.02 0.00	5.72% 0.00		0.00 0.00

HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
LOCAL GOV INVESTMENT POOL									
90CACLAS0	California CLASS	2,057,139.71	-- 4.29%	2,057,139.71 2,057,139.71	1.00 4.29%	2,057,139.71 0.00	5.05% 0.00	NA/NA NA	0.00 0.00
Total Local Gov Investment Pool		2,057,139.71	4.29%	2,057,139.71 2,057,139.71	1.00 4.29%	2,057,139.71 0.00	5.05% 0.00		0.00 0.00
MONEY MARKET FUND									
60934N807	FEDERATED HRMS GV O SVC	622,546.81	-- 3.95%	622,546.81 622,546.81	1.00 3.95%	622,546.81 0.00	1.53% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		622,546.81	3.95%	622,546.81 622,546.81	1.00 3.95%	622,546.81 0.00	1.53% 0.00		0.00 0.00
NEGOTIABLE CD									
38149MZJ5	Goldman Sachs Bank USA 1.05 09/08/2026	248,000.00	08/25/2021 1.05%	248,000.00 248,000.00	97.12 3.97%	240,849.56 1,262.76	0.59% (7,150.44)	A1/A+ AA-	1.02 0.99
Total Negotiable CD		248,000.00	1.05%	248,000.00 248,000.00	97.12 3.97%	240,849.56 1,262.76	0.59% (7,150.44)		1.02 0.99
SUPRANATIONAL									
459058JL8	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	600,000.00	12/14/2020 0.48%	600,516.00 600,016.55	99.41 4.33%	596,440.97 1,025.00	1.46% (3,575.58)	Aaa/AAA NA	0.16 0.15
4581X0DV7	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026	500,000.00	04/27/2021 0.94%	498,425.00 499,799.77	98.05 4.02%	490,272.06 1,592.01	1.20% (9,527.71)	Aaa/AAA NA	0.64 0.62
Total Supranational		1,100,000.00	0.69%	1,098,941.00 1,099,816.32	98.80 4.19%	1,086,713.03 2,617.01	2.67% (13,103.29)		0.37 0.36
US TREASURY									
91282CAT8	UNITED STATES TREASURY 0.25 10/31/2025	700,000.00	02/16/2021 0.51%	691,605.47 699,706.49	99.35 4.31%	695,474.61 589.67	1.71% (4,231.87)	Aa1/AA+ AA+	0.17 0.16

HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CBC4	UNITED STATES TREASURY 0.375 12/31/2025	700,000.00	01/12/2021 0.52%	694,968.75 699,664.21	98.78 4.15%	691,482.42 449.39	1.70% (8,181.79)	Aa1/AA+ AA+	0.33 0.32
91282CBH3	UNITED STATES TREASURY 0.375 01/31/2026	550,000.00	03/22/2021 0.85%	537,625.00 548,939.68	98.47 4.16%	541,603.90 179.35	1.33% (7,335.78)	Aa1/AA+ AA+	0.42 0.40
91282CBQ3	UNITED STATES TREASURY 0.5 02/28/2026	650,000.00	03/09/2021 0.83%	639,589.84 648,967.02	98.28 4.05%	638,828.13 8.98	1.57% (10,138.89)	Aa1/AA+ AA+	0.50 0.48
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	440,000.00	03/29/2021 0.87%	437,301.56 439,688.19	98.17 3.99%	431,963.12 1,388.52	1.06% (7,725.06)	Aa1/AA+ AA+	0.58 0.56
91282CCF6	UNITED STATES TREASURY 0.75 05/31/2026	850,000.00	06/28/2021 0.88%	844,820.31 849,215.98	97.65 3.98%	830,064.84 1,619.88	2.04% (19,151.14)	Aa1/AA+ AA+	0.75 0.73
91282CCP4	UNITED STATES TREASURY 0.625 07/31/2026	750,000.00	10/08/2021 1.02%	736,171.88 747,373.21	97.09 3.90%	728,208.98 407.61	1.79% (19,164.23)	Aa1/AA+ AA+	0.91 0.89
91282CCW9	UNITED STATES TREASURY 0.75 08/31/2026	850,000.00	09/28/2021 1.00%	839,939.45 847,962.14	96.98 3.87%	824,340.63 17.61	2.02% (23,621.51)	Aa1/AA+ AA+	1.00 0.97
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	650,000.00	12/29/2021 1.26%	638,447.27 647,374.98	96.89 3.85%	629,814.45 2,393.10	1.55% (17,560.53)	Aa1/AA+ AA+	1.08 1.05
91282CDG3	UNITED STATES TREASURY 1.125 10/31/2026	575,000.00	11/29/2021 1.18%	573,472.66 574,638.58	96.95 3.83%	557,480.47 2,179.69	1.37% (17,158.11)	Aa1/AA+ AA+	1.17 1.13
91282CDK4	UNITED STATES TREASURY 1.25 11/30/2026	575,000.00	04/26/2022 2.74%	537,827.15 564,920.35	96.94 3.79%	557,390.63 1,826.33	1.37% (7,529.73)	Aa1/AA+ AA+	1.25 1.21
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	700,000.00	06/13/2022 3.44%	670,878.91 690,420.48	98.17 3.70%	687,203.13 7,363.39	1.69% (3,217.35)	Aa1/AA+ AA+	1.58 1.51
91282CEW7	UNITED STATES TREASURY 3.25 06/30/2027	550,000.00	09/13/2022 3.61%	541,363.28 546,708.18	99.30 3.65%	546,154.30 3,060.12	1.34% (553.88)	Aa1/AA+ AA+	1.83 1.75
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	550,000.00	09/08/2022 3.39%	543,232.42 547,280.29	99.04 3.63%	544,736.33 47.48	1.34% (2,543.96)	Aa1/AA+ AA+	2.00 1.91
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	400,000.00	10/28/2022 4.19%	398,796.88 399,491.27	101.01 3.62%	404,031.25 6,942.62	0.99% 4,539.98	Aa1/AA+ AA+	2.08 1.94
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	750,000.00	11/09/2022 4.30%	744,169.92 747,463.79	101.04 3.62%	757,822.27 10,424.59	1.86% 10,358.48	Aa1/AA+ AA+	2.17 2.03
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	875,000.00	12/09/2022 3.79%	814,946.29 848,127.72	97.14 3.61%	849,946.29 5,831.35	2.09% 1,818.57	Aa1/AA+ AA+	2.21 2.11
91282CLC3	UNITED STATES TREASURY 4.0 07/31/2029	400,000.00	04/07/2025 3.72%	404,406.25 403,997.80	101.32 3.63%	405,281.25 1,391.30	0.99% 1,283.45	Aa1/AA+ AA+	3.91 3.58
91282CLK5	UNITED STATES TREASURY 3.625 08/31/2029	800,000.00	04/23/2025 3.92%	790,687.50 791,448.90	99.95 3.64%	799,625.00 80.11	1.96% 8,176.10	Aa1/AA+ AA+	4.00 3.69

HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CFT3	UNITED STATES TREASURY 4.0 10/31/2029	425,000.00	07/01/2025 3.80%	428,303.71 428,176.32	101.35 3.65%	430,744.14 5,728.26	1.06% 2,567.82	Aa1/AA+ AA+	4.17 3.76
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	600,000.00	02/13/2025 4.41%	592,546.88 593,394.41	101.83 3.65%	610,992.19 6,288.93	1.50% 17,597.78	Aa1/AA+ AA+	4.25 3.83
91282CMD0	UNITED STATES TREASURY 4.375 12/31/2029	600,000.00	01/07/2025 4.47%	597,539.06 597,858.52	102.83 3.66%	616,992.19 4,493.89	1.51% 19,133.66	Aa1/AA+ AA+	4.33 3.89
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	600,000.00	02/03/2025 4.36%	597,187.50 597,510.12	102.36 3.67%	614,132.81 2,217.39	1.51% 16,622.69	Aa1/AA+ AA+	4.42 3.99
91282CMU2	UNITED STATES TREASURY 4.0 03/31/2030	400,000.00	04/07/2025 3.75%	404,515.63 404,152.99	101.37 3.67%	405,484.38 6,732.24	1.00% 1,331.39	Aa1/AA+ AA+	4.58 4.09
91282CMZ1	UNITED STATES TREASURY 3.875 04/30/2030	450,000.00	05/07/2025 3.89%	449,771.48 449,786.06	100.85 3.67%	453,814.45 5,875.68	1.11% 4,028.39	Aa1/AA+ AA+	4.66 4.18
91282CNG2	UNITED STATES TREASURY 4.0 05/31/2030	425,000.00	07/01/2025 3.82%	428,370.12 428,255.53	101.39 3.68%	430,893.56 4,319.67	1.06% 2,638.03	Aa1/AA+ AA+	4.75 4.25
91282CNK3	UNITED STATES TREASURY 3.875 06/30/2030	450,000.00	07/21/2025 3.90%	449,419.92 449,433.10	100.82 3.69%	453,691.40 2,985.22	1.11% 4,258.30	Aa1/AA+ AA+	4.83 4.34
Total US Treasury		16,265,000.00	2.65%	16,027,905.09 16,191,956.29	99.26 3.80%	16,138,197.09 84,842.39	39.60% (53,759.20)		2.21 2.03
Total Portfolio		40,837,008.86	2.50%	40,619,366.95 40,776,498.61	69.45 3.22%	40,750,207.20 170,552.76	100.00% (26,291.41)		1.41 1.29
Total Market Value + Accrued						40,920,759.97			

TRANSACTION LEDGER



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	08/04/2025	60934N807	2,064.10	FEDERATED HRMS GV O SVC	1.000	3.96%	(2,064.10)	0.00	(2,064.10)	0.00
Purchase	08/07/2025	60934N807	7,425.00	FEDERATED HRMS GV O SVC	1.000	3.95%	(7,425.00)	0.00	(7,425.00)	0.00
Purchase	08/15/2025	60934N807	10,518.75	FEDERATED HRMS GV O SVC	1.000	3.95%	(10,518.75)	0.00	(10,518.75)	0.00
Purchase	08/18/2025	60934N807	22,815.00	FEDERATED HRMS GV O SVC	1.000	3.96%	(22,815.00)	0.00	(22,815.00)	0.00
Purchase	08/31/2025	90CACL\$0	9,515.26	California CLASS	1.000	4.29%	(9,515.26)	0.00	(9,515.26)	0.00
Purchase	08/31/2025	90CASH\$00	283,955.25	Custodial Cash Account	1.000	0.00%	(283,955.25)	0.00	(283,955.25)	0.00
Total Purchase			336,293.36				(336,293.36)	0.00	(336,293.36)	0.00
TOTAL ACQUISITIONS			336,293.36				(336,293.36)	0.00	(336,293.36)	0.00
OTHER TRANSACTIONS										
Cash Transfer	08/31/2025	CCYUSD	283,955.25	Cash		0.00%	283,955.25	0.00	283,955.25	0.00
Total Cash Transfer			283,955.25				283,955.25	0.00	283,955.25	0.00
Coupon	08/07/2025	63743HFX5	0.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030		4.59%	7,425.00	0.00	7,425.00	0.00
Coupon	08/15/2025	438516CJ3	0.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		4.02%	10,518.75	0.00	10,518.75	0.00
Coupon	08/18/2025	06428CAA2	0.00	BANK OF AMERICA NA 5.526 08/18/2026		5.51%	13,815.00	0.00	13,815.00	0.00
Coupon	08/18/2025	713448FL7	0.00	PEPSICO INC 3.6 02/18/2028		4.18%	9,000.00	0.00	9,000.00	0.00
Coupon	08/31/2025	91282CLK5	0.00	UNITED STATES TREASURY 3.625 08/31/2029		3.92%	14,500.00	0.00	14,500.00	0.00

TRANSACTION LEDGER



Walnut Valley Water District Cons | Account #10076 | As of August 31, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	08/31/2025	91282CFH9	0.00	UNITED STATES TREASURY 3.125 08/31/2027		3.39%	8,593.75	0.00	8,593.75	0.00
Coupon	08/31/2025	91282CCW9	0.00	UNITED STATES TREASURY 0.75 08/31/2026		1.00%	3,187.50	0.00	3,187.50	0.00
Coupon	08/31/2025	91282CBQ3	0.00	UNITED STATES TREASURY 0.5 02/28/2026		0.83%	1,625.00	0.00	1,625.00	0.00
Total Coupon			0.00				68,665.00	0.00	68,665.00	0.00
Dividend	08/31/2025	60934N807	0.00	FEDERATED HRMS GV O SVC		3.95%	2,026.77	0.00	2,026.77	0.00
Dividend	08/31/2025	90CACLAS0	0.00	California CLASS		4.29%	9,515.26	0.00	9,515.26	0.00
Total Dividend			0.00				11,542.03	0.00	11,542.03	0.00
TOTAL OTHER TRANSACTIONS			283,955.25				364,162.28	0.00	364,162.28	0.00

STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of August 31, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
AGENCY MORTGAGE SECURITIES (CMOS)				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	6.4	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
ASSET-BACKED SECURITIES (ABS)				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
BANKERS' ACCEPTANCES				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)				
Max % (MV)	50.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
COLLATERALIZED BANK DEPOSITS				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
COMMERCIAL PAPER				
Max % (MV)	25.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
CORPORATE MEDIUM TERM NOTES				
Max % (MV)	30.0	26.6	Compliant	
Max % Issuer (MV)	5.0	1.8	Compliant	
Max Maturity (Years)	5	4	Compliant	

STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of August 31, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
Min Rating (A- by 1)	0.0	0.0	Compliant	
FDIC INSURED TIME DEPOSITS (NON-NEGOTIABLE CD/ TD)				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
FEDERAL AGENCIES				
Max % (MV)	100.0	11.0	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	6.4	Compliant	
Max Callables (MV)	20.0	0.0	Compliant	
Max Maturity (Years)	5	2	Compliant	
LOCAL AGENCY INVESTMENT FUND (LAIF)				
Max Concentration (MV)	75.0	0.0	Compliant	
LOCAL GOVERNMENT INVESTMENT POOL (LGIP)				
Max % Issuer (MV)	5.0	0.0	Compliant	
MONEY MARKET MUTUAL FUNDS				
Max % (MV)	20.0	2.2	Compliant	
Max % Issuer (MV)	20.0	2.2	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
MORTGAGE-BACKED SECURITIES (NON-AGENCY)				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
MUNICIPAL SECURITIES (CA, LOCAL AGENCY)				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
MUNICIPAL SECURITIES (CA, OTHER STATES)				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
MUTUAL FUNDS				
Max % (MV)	20.0	0.0	Compliant	

STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of August 31, 2025

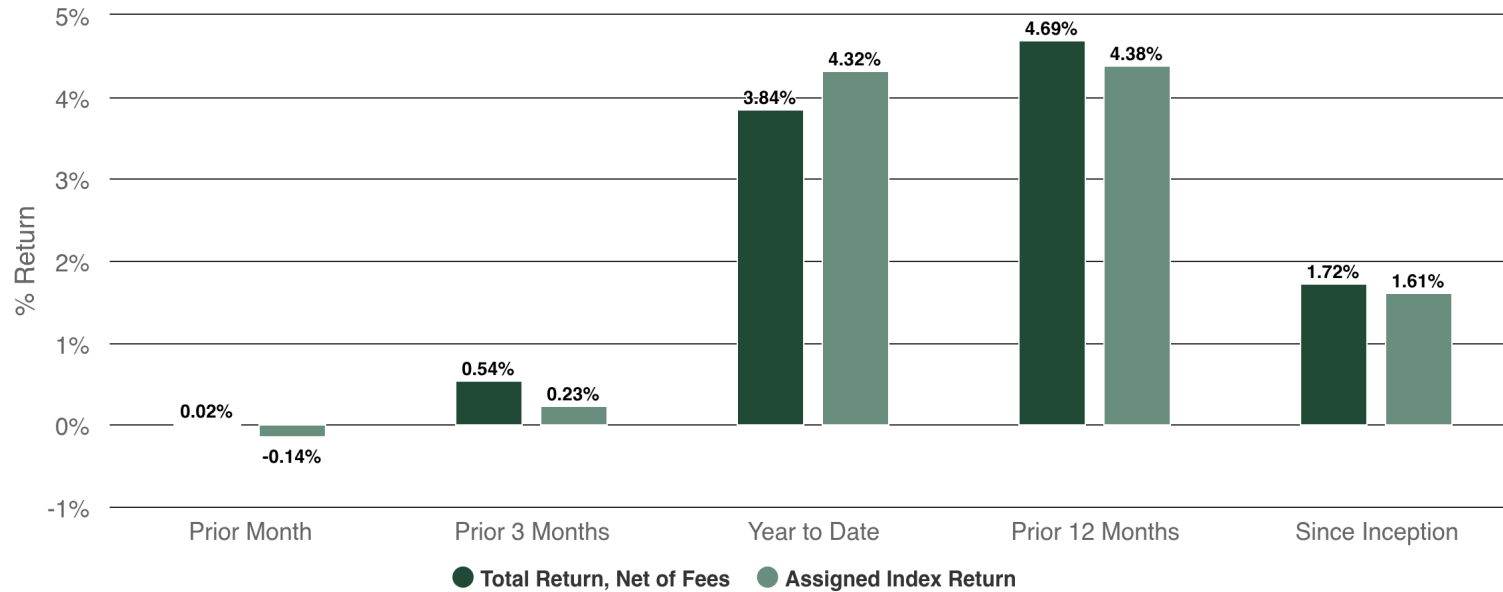
Rules Name	Limit	Actual	Compliance Status	Notes
Max % Issuer (MV)	10.0	0.0	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
REPURCHASE AGREEMENTS				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	1.0	0.0	Compliant	
REVERSE REPURCHASE AGREEMENTS				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	92.0	0.0	Compliant	
SUPRANATIONAL OBLIGATIONS				
Max % (MV)	30.0	3.8	Compliant	
Max % Issuer (MV)	10.0	2.1	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
U.S. TREASURIES				
Max % (MV)	100.0	56.3	Compliant	
Max Maturity (Years)	5	4	Compliant	

Net of Fees Performance

As of 08/31/2025

Walnut Valley WD (331583)

Dated: 09/09/2025



Period	Period Begin	Period End	Total Return, Net of Fees	Assigned Index Return
Prior Month	07/01/2025	07/31/2025	0.02%	-0.14%
Prior 3 Months	05/01/2025	07/31/2025	0.54%	0.23%
Year to Date	01/01/2025	08/31/2025	3.84%	4.32%
Prior 12 Months	08/01/2024	07/31/2025	4.69%	4.38%
Since Inception	08/01/2009	08/31/2025	1.72%	1.61%

Account	Index	Index Start Date	Index End Date
Walnut Valley WD	ICE BofA 1-3 Year US Treasury Index	07/22/2002	08/31/2010
Walnut Valley WD	ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index	09/01/2010	---

Net of Fees (includes management and trading).

Returns for periods greater than a year have been annualized.

No Tax Adjustment.

Note that data will not exist prior to the performance inception date of: 08/01/2009.

Historical data exists for the options shown below, only available on historical data boundaries:

Begin Date	End Date	Return Type	Fee Options	Tax Options
08/01/2009	12/31/2023	Total Return	All Fees, Gross of Fees, Net of Fees	No Tax Adjustment

Net of Fees Performance

As of 08/31/2025

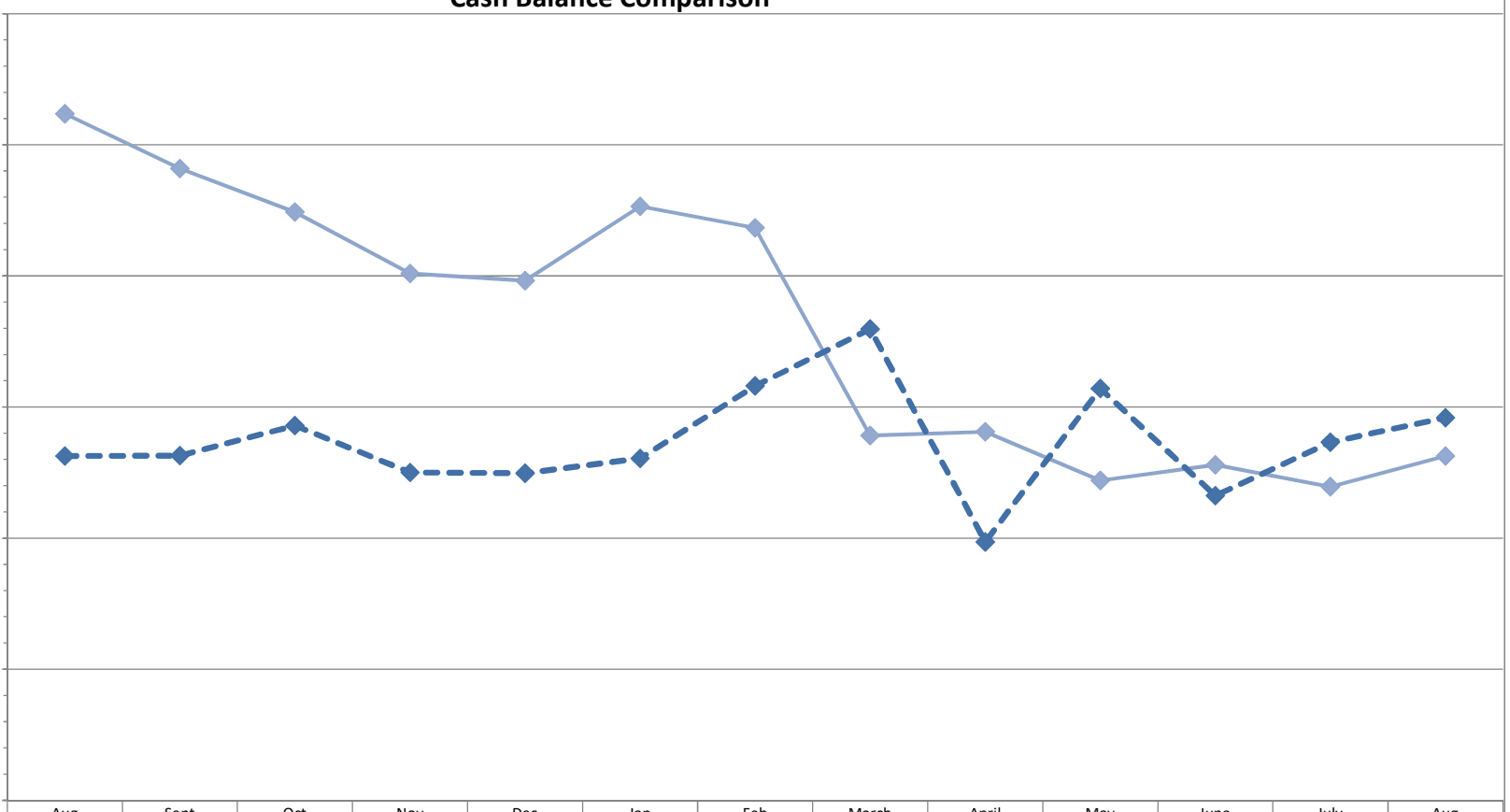
Walnut Valley WD (331583)

Dated: 09/09/2025

Reported Index Return is always Total Return.

Walnut Valley Water District Cash Balance Comparison

\$47,000,000
\$45,000,000
\$43,000,000
\$41,000,000
\$39,000,000
\$37,000,000
\$35,000,000



	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug
08/2023-08/2024	\$45,472,657	\$44,639,576	\$43,974,194	\$43,035,525	\$42,927,963	\$44,061,272	\$43,732,980	\$40,564,843	\$40,620,672	\$39,879,541	\$40,118,644	\$39,783,678	\$40,253,724
08/2024-08/2025	\$40,253,724	\$40,258,383	\$40,716,785	\$40,002,785	\$39,988,967	\$40,217,131	\$41,322,270	\$42,189,341	\$38,941,723	\$41,282,261	\$39,646,072	\$40,464,433	\$40,837,009

Walnut Valley Water District
Revenue Bond - Held at US Bank
Life to Date
August 31, 2025

Bond Proceeds		\$	33,176,590.01
Disbursements:			
<u>Cost of Issuance</u>			
Urban Futures (Financial Advisors)	(51,250.00)		
US Bank (Trustee)	(7,200.00)		
Stradling Yocca Carlson and Rauth (Bond Counsel)	(71,500.00)		
Ava Communications Inc (Official Statement)	(1,450.00)		
Standard & Poor's Rating Services (Credit Rating)	(31,500.00)		
			(162,900.00)
<u>Projects</u>			
Administration Headquarters Phase 1	(12,510,333.29)		
Administration Headquarters Phase 2			
			(12,510,333.29)
Interest Income			1,041,122.68
District Payment of Principal and Interest			526,800.65
Interest Expense			(1,345,648.87)
Ending Balance of Bond Funds		\$	20,725,631.18

Walnut Valley Water District
Revenue Bond - Held at US Bank
August 31, 2025

Beginning Balance of Bonds		\$	20,674,566.51
Receipts:			
Interest Income			51,064.67
Prepayment of Interest			
Disbursements:			
Cost of Issuance			
Administration Headquarters Phase 1			
Administration Headquarters Phase 2		0.00	
Interest Expense			
			<hr/>
			0.00
Ending Balance of Bond Funds		<hr/>	<hr/>
		\$	20,725,631.18

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Operations
DATE: September 15, 2025
SUBJECT: Approval of Revisions to the District's Rules and Regulations

☒ **Action/Discussion**

☒ **Fiscal Impact**

☐ **Resolution**

☐ **Information Only**

Recommendation

The Board of Directors approve revisions to the District's Rules and Regulations to incorporate changes to the District's cross-connection control requirements, which were revised to comply with the State Water Resources Control Board (SWRCB) Cross-Connection Control Policy Handbook (CCCPH).

Background Information

The District operates a comprehensive Cross-Connection Control and Backflow Prevention Program to protect the public water system from backflow contamination. Cross-connections are actual or potential connections between the potable water supply and non-potable sources that can allow water to reverse direction (backflow), introducing contaminants into the distribution system.

Historically, the District's program has been based on California Code of Regulations, Title 17 and has included:

- Maintaining an inventory of backflow prevention assemblies (BPAs);
- Requiring BPAs for all new non-residential service connections.
- Requiring BPAs for new residential service connections based on hazard.
- Requiring annual testing and maintenance of BPAs;
- Investigating potential cross-connection hazards; and
- Coordinating with local health agencies.

In December 2023, the SWRCB adopted the Cross-Connection Control Policy Handbook (CCCPH), which replaced the prior Title 17 requirements. The CCCPH was amended on March 19, 2025 to clarify compliance timelines and certification requirements. Among other provisions, the CCCPH requires public water systems to:

- Develop and implement a formal Cross-Connection Control Program and Plan;
- Conduct system-wide hazard assessments of all user premises to determine the level of backflow protection required;
- Ensure BPAs are field-tested annually and air gaps inspected;
- Requires certifications for backflow testers and cross-connection control specialists to be ANSI-accredited by July 1, 2027;
- Maintain robust recordkeeping, incident response, and public education programs; and
- Adopt or revise operating rules to enforce compliance, including service termination authority for non-compliance.

District's Program and Compliance Effort

The District's cross-connection control requirements are codified in its Rules and Regulations, Article 8 – Backflow and Cross-Connection Control.

To comply with the new CCCPH District staff did the following:

1. Program Review and Coordination – District staff reviewed the program in collaboration with the Public Water Agency Group Cross-Connection Control Working Group and evaluated other water systems' approaches to CCCPH compliance.
2. Cross-Connection Control Plan Development – Staff prepared and submitted the District's Cross-Connection Control Plan (Plan) to the SWRCB on June 5, 2025. Compliance will be measured by the District's conformance to its Plan.
3. Rule and Regulation Update – Certain Articles and Appendices of the Rules and Regulations have been revised to reflect these substantive items:
 - Initial and recurring hazard assessment requirements for all user premises, including residential;
 - Backflow prevention assembly requirements for all temporary services;
 - Alignment of customer responsibilities with state-mandated requirements, while the Plan details District responsibilities for regulatory compliance.

Redlined versions of the Rules and Regulations' Table of Contents, Article 3, Article 4, Article 5, Articles 8, Appendix D and Appendix G showing the recommended revisions is attached for the Board's consideration. The District's Legal Counsel assisted with and completed the final review of the revisions.

Fiscal Impact

Implementation costs for the 2025–26 fiscal year are included in the current operating budget. Future costs, such as staff training, software upgrades to manage hazard assessments, and support for field hazard assessments, will require additional funding in subsequent years and will be proposed in future budgets.

Additionally, new or adjusted fees may be recommended to recover the direct costs associated with annual BPA testing, hazard assessment management, and compliance tracking.

Attachments:

Table of Contents

Article 3 - Definitions

Article 4 - Rules Applicable to Existing Customers

Article 5 - Rules Applicable to Temporary Connections

Article 8 - Backflow and Cross-Connection Control

Appendix D - Permit to Use District Facilities

Appendix G – Owner/Tenant Service Affidavit

TABLE OF CONTENTS

AMENDMENT REGISTER

ARTICLE 1	DISTRICT'S GOALS AND OBJECTIVES	1-1
1.01	Operations	1-1
1.02	Planning	1-1
1.03	Equitable Allocation of Costs	1-1
1.04	Conservation	1-1
ARTICLE 2	SCOPE OF RULES AND REGULATIONS	2-1
2.01	Applicability	2-1
2.02	Severability	2-1
ARTICLE 3	DEFINITIONS	3-1
ARTICLE 4	RULES APPLICABLE TO EXISTING CUSTOMERS	4-1
4.01	Description of Service	4-1
4.02	Conditions of Service and Rights of the District and Customers	4-2
4.03	Rates and Charges	4-5
4.04	Billing Procedures	4-9
4.05	Turn-On and Turn-Off Procedures and Charges	4-15
4.06	Changes in Meter Size, Land Use, or Inclusion of Additional Land Area	4-17
4.07	Water Conservation	4-18
4.08	Private Fire Protection Service	4-21
4.09	Unlawful Acts	4-21
4.10	Fire Hydrant/Blow-Off Damage	4-21
ARTICLE 5	RULES APPLICABLE TO TEMPORARY CONNECTIONS	5-1
5.01	Establishment of Temporary Water Service	5-1
5.02	Rates, Charges and Conditions of Service	5-1
5.03	Connections to Fire Hydrants	5-2
5.04	Water for Construction Needs	5-2
5.05	Temporary Water Service	5-3
ARTICLE 6	RULES APPLICABLE TO INDIVIDUAL APPLICANTS FOR WATER SERVICE	6-1
6.01	Applicant	6-1
6.02	Application for Service	6-1
6.03	New Customer Application Administrative Charge	6-3
6.04	Refusal to Serve	6-3
6.05	Water Service Connections	6-3
6.06	Capacity Charge	6-5
6.07	Main Extensions	6-6
6.08	Contributions for Existing Facilities	6-7
6.09	Mainline Oversizing	6-7
6.10	Dead-End Lines	6-7
6.11	Provision of Service	6-8

ARTICLE 7	RULES APPLICABLE TO DEVELOPERS AND SUBDIVIDERS	7-1
7.01	Application Procedure	7-1
7.02	Costs and Charges	7-1
7.03	Processing Sequence	7-2
7.04	Payment Schedule	7-2
7.05	Water Mains Outside a Subdivision	7-4
7.06	Mainline Extension	7-4
7.07	Contributions for Existing Facilities	7-4
7.08	Procurement of Materials	7-4
7.09	Selection of Contractor for Installation	7-5
7.10	Scheduling of Water System Installation	7-5
7.11	Mainline Oversizing	7-5
7.12	Easements	7-5
7.13	District Acceptance of Facilities	7-5
7.14	Provision of Service	7-5
ARTICLE 8	BACKFLOW AND CROSS-CONNECTION CONTROL	8-1
8.01	Cross-Connections	8-1
8.02	<u>Cross-Connection Hazard Assessments</u>	<u>8-2</u>
<u>8.03</u>	Cross-Connection Protection	8-2
<u>8.04</u> 3	Requirement for Protection Assemblies	<u>8-3</u> 2
<u>8.05</u> 4	Type of Protection Required	8-3
<u>8.06</u> 5	Approved Backflow Prevention Assemblies	<u>8-4</u> 3
<u>8.07</u> 6	Backflow Prevention Assembly Installation	<u>8-4</u> 3
<u>8.08</u> 7	Protective Assemblies	<u>8-4</u> 3
<u>8.09</u> 8	Backflow Prevention Assembly Changes	8-6
<u>8.10</u> 9	Site Supervisor	<u>8-7</u> 6
<u>8.11</u> 0	Responsibilities	<u>8-7</u> 6
<u>8.11</u>	<u>Water System Survey</u>	<u>8-7</u>
8.12	Consumer Notification – Assembly Installation	<u>8-8</u> 7
8.13	Backflow Prevention Assembly Testing	8-8
8.14	Consumer Notification – Testing and Maintenance	<u>8-9</u> 8
8.15	Disconnection of Service for Cross-Connection Violation	8-9
ARTICLE 9	RECYCLED WATER USE REGULATIONS	9-1
9.01	General	9-1
9.02	Area Served	9-1
9.03	Service Connections	9-1
9.04	Application Procedure	9-2
9.05	Permits	9-2
9.06	Disconnection of Service	9-2
9.07	Other Limitations of Service	9-3
9.08	Size, Limitation, and Installation of Service	9-3
9.09	Limitations on Service Connections	9-3
9.10	Relocation of Recycled Water Service Line	9-4
9.11	Illegal Connections	9-4
9.12	Recycled Water Meters	9-4
9.13	Authorized Users for Recycled Water	9-5
9.14	Scheduling Use of Recycled Water	9-5
9.15	Responsibility for Maintenance	9-5

9.16	Water Conservation	9-5
9.17	Recycled Water Site Supervisor	9-5
9.18	Recycled Water Facilities Design and Construction	9-6
9.19	Recycled Water Facilities Operation	9-7
9.20	Recycled Water Monitoring and Inspection	9-13
9.21	Recycled Water Applicable Fees and Charges	9-13
9.22	Enforcement and Penalties	9-15
9.23	Future Recycled Water Expansion	9-16
9.24	Wholesale Recycled Water Service	9-16
ARTICLE 10	ANNEXATION TO WALNUT VALLEY WATER DISTRICT	10-1
10.01	Charges for Annexation	10-1
ARTICLE 11	REIMBURSABLE EXPENSES	11-1
11.01	Locating and Marking Subsurface Installations	11-1
ARTICLE 12	RULES APPLICABLE TO APPLICANTS FOR AFFORDABLE RATE PROGRAM	12-1
12.01	Applicant	12-1
12.02	Eligibility for Program	12-1
12.03	Method of Application for Program	12-2
12.04	Program Funding	12-2
12.05	Discount Rate	12-3
12.06	Reduction; Termination	12-3
APPENDICES		
APPENDIX A	RATES AND CHARGES FOR WATER SERVICE	A-1
APPENDIX B	MISCELLANEOUS CHARGES	B-1
APPENDIX C	CAPACITY CHARGES	C-1
APPENDIX D	PERMIT TO USE DISTRICT FACILITIES	D-1
APPENDIX E	COMMERCIAL DEVELOPMENT FLOW CHART	E-1
APPENDIX F	RECYCLED WATER ANNUAL PERMIT	F-1
APPENDIX G	OWNER/TENANT SERVICE AFFIDAVIT	G-1
APPENDIX H	STATEMENT OF WATER SERVICE TO NEW SUBDIVISIONS	H-1
APPENDIX I	WILL SERVE LETTER	I-1
APPENDIX J	POLICY AND PROCEDURE IMPLEMENTING THE CALIFORNIA PUBLIC RECORDS ACT	J-1
	EXHIBIT A – PUBLIC RECORDS REQUEST FORM	
	EXHIBIT B – PUBLIC AGENCY REQUEST FOR CONSUMER INFORMATION	
	EXHIBIT C - FORM OF DECLARATION	

APPENDIX K	APPLICATION FORM – WALNUT VALLEY AFFORDABLE RATE PROGRAM (WVARP)	K-1
APPENDIX L	POLICY ON DISCONTINUATION OF RESIDENTIAL WATER SERVICE FOR NON-PAYMENT	L-1

ARTICLE 3 DEFINITIONS

Unless the context specifically indicates otherwise, the following terms shall, for the purposes of these Rules and Regulations, have the following meanings:

- 3.01 **Air-Gap**: Shall mean ~~a physical vertical separation of at least two (2) times the effective pipe diameter between the free-flowing discharge end of a potable water supply pipeline and the flood level of an open or non-pressurized receiving vessel, and in no case less than one (1) inch.~~
~~a physical separation between the free flowing discharge end of a potable water supply pipeline and an open or non-pressure receiving vessel. An "approved air-gap" shall be at least double the diameter of the supply pipe measured vertically above the overflow rim of the vessel and shall be in no case less than 1 inch (2.54 cm). (Additional reference: ASME A112.1.2-1991 Air Gaps in Plumbing Systems)~~
- 3.02 **Applicant**: Shall mean any person or entity who applies to receive water service from the District.
- 3.03 **Application Rate**: Shall mean the rate at which irrigation water, expressed in inches per hour, is applied to a design area.
- 3.04 **Approved Backflow Prevention Devices/Assemblies**: Shall mean those devices and/or assemblies listed as approved backflow prevention assemblies by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research.
- 3.05 **Approved Check Valve**: Shall mean a check valve that is drip-tight in the normal direction of flow when the inlet pressure is at least one (1) psi (pound per square inch) and the outlet pressure is zero. The check valve shall permit no leakage in a direction reverse to the normal flow. The closure element (e.g., clapper or poppet) shall be internally loaded to promote rapid and positive closure. (The face of the closure element and valve seat must be bronze, composition, or other non-corrodible, non-sticking material machined for easy, dependable operation.)
- 3.06 **Approved Double-Check Detector Check Assembly**: Shall mean an assembly which has previously been approved for use in this service by the District. The main assembly consists of two independently acting, spring-loaded check valves, including tightly closing shut-off valves on each side of the check valve assembly. The bypass line assembly consists of a ¾-inch meter (supplied by the District at the consumer's expense) in series with a double-check valve. The double-check valve consists of two independently acting, spring-loaded check valves, including tightly closing shut-off valves on each side of the check valve assembly. Each double-check valve assembly shall be equipped with necessary appurtenances for testing. To be approved, these assemblies must be readily accessible for maintenance and testing, be installed a minimum of 12 inches above ground level, such that no part of the valve can be underground or in a vault, and shall provide a minimum clearance of 12 inches between each separate assembly.
- 3.07 **Approved Double-Check Valve Assembly (DC)**: Shall mean an assembly composed of two independently acting, approved check valves, including tightly closing resilient

seated shut-off valves attached at each end of the assembly and fitted with properly located resilient seated test cocks.

- 3.08 **Approved Reduced Pressure Principle Backflow Prevention Device (RP)**: Shall mean an assembly containing two independently acting, approved check valves, together with a hydraulically operating, mechanically independent pressure differential relief valve located between the check valves and at the same time below the first check valve. The unit shall include properly located resilient seated test cocks and tightly closing resilient seated shut-off valves at each end of the assembly.
- 3.09 **Approved Reduced Pressure Principle Detector Backflow Prevention Assembly (RPDA)**: Shall mean a specially designed assembly composed of a line-size approved reduced pressure principle backflow prevention assembly with a bypass containing a specific water meter and an approved reduced pressure principle backflow prevention assembly. The meter shall register accurately for only very low rates of flow up to 3 gpm and shall show a registration for all rates of flow.
- 3.10 **Approved Water Supply**: Shall mean the District's water supply, a water source that has been approved by the State Water Board for domestic use in a public water system, the potability of which is regulated by the California Department of Health Services.
- 3.11 **Automatic Irrigation System**: Shall mean any landscape irrigation system, automatic controller, valve, and associated equipment required for the programming of effective water application rates.
- 3.12 **Auxiliary Water Supply**: Shall mean any water supply on, or available to, the premises other than the approved water supply.
- ~~3.13~~ **Backflow**: Shall mean the undesirable reversal of flow of water or mixtures of water and other liquids, gases, or other substances into the distribution pipes of the potable supply of water from any source or sources.
- ~~3.13.14~~ **Backflow Prevention Assembly**: Shall mean a mechanical assembly designed and constructed to prevent backflow, such that while in-line it can be maintained and its ability to prevent backflow, as designed, can be field tested, inspected and evaluated.
- ~~3.14~~~~3.15~~ **Board**: Shall mean the Board of Directors of the Walnut Valley Water District.
- ~~3.15~~~~3.16~~ **Commercial Service**: Shall mean the provision of water for use in connection with a premises, other than residential, devoted primarily to operations for profit or non-profit (i.e., churches, community center, governmental, and commercial/retail).
- ~~3.16~~~~3.17~~ **Commodity Charge**: Shall mean the charge imposed by the District for all water used, whether such water use is actually metered or estimated.
- ~~3.17~~~~3.18~~ **Connection Fee**: Shall mean the charge imposed by the District for the privilege of obtaining water service from the District by means of its water facilities.
- ~~3.18~~~~3.19~~ **Construction Water**: Shall mean the provision of water for use in activities relating to the development of property or construction before application for service as a consumer.

3.193.20 Consumer/Customer: Shall mean any person supplied or entitled to be supplied with water service by the District for compensation.

3.203.21 Contamination: Shall mean an impairment of the quality of the water which creates an actual hazard to the public health through poisoning or through the spread of disease by sewage, industrial fluids, waste, etc.

3.213.22 Cross-Connection: Shall mean any unprotected actual or potential connection or structural arrangement between a public or a consumer's potable water system and any other source or system through which it is possible to introduce into any part of the potable system any used water, industrial fluid, gas, or substance other than the intended potable water with which the system is supplied. Bypass arrangements, jumper connections, removable sections, swivel or change-over devices, and other temporary or permanent devices through which or because of which backflow can occur are considered to be cross-connections.

- a. The term "direct cross-connection" shall mean a cross-connection which is subject to both back-siphonage and back-pressure.
- b. The term "indirect cross-connection" shall mean a cross-connection which is subject to back-siphonage only.
- c. The term "high hazard cross-connection" shall mean a cross-connection that poses a threat to the potability or safety of the public water supply. Materials entering the public water supply through a high hazard cross-connection are contaminants or health hazards.
- d. The term "low hazard cross-connection" shall mean a cross-connection that has been found to not pose a threat to the potability or safety of the public water supply but may adversely affect the aesthetic quality of the potable water supply. Materials entering the public water supply through a low hazard cross-connection are pollutants or non-health hazards.

3.223.23 Direct Cost: Shall mean actual or estimated costs incurred by the District for new metered services, main extensions, appurtenances, hydrants, fire services, etc., including but not limited to hardware, material, labor, fittings, paving, meters, pipe, etc. (Direct Cost does not include District Administrative Charge or Capacity Charge.)

3.233.24 District: Shall mean the Walnut Valley Water District, Walnut, California.

3.243.25 District Administrative Charge: Shall mean a percentage to be added to the total direct cost of a project charged a consumer or developer as specified in these Rules and Regulations in order to determine the total project cost of service to be charged. This percentage reimburses the District for labor-related charges of time not directly charged, but expended by District administrative and managerial staff, and for other indirect general and administrative costs.

3.253.26 District's Water System: Shall mean all real estate, fixtures, personal property, appliances, facilities, and appurtenances owned, controlled, operated, or managed by the District in connection with or to facilitate the diversion, development, storage, supply, distribution, sale, furnishing, transmission, measurement, or treatment of water for irrigation, industrial, municipal, domestic, or other beneficial use.

~~3.26~~3.27 **Domestic Use:** Shall mean water normally used in and around a consumer's habitat, relating to use by a family unit or household.

~~3.27~~3.28 **Engineer:** Shall mean a qualified registered engineer appointed to act for the District.

~~3.28~~3.29 **Excavation:** Shall mean any removal of soil or paving necessary for the installation of below ground facilities or objects, or for exploration purposes to determine size and location of existing utilities, structures, and other facilities.

~~3.30~~ **Excavator:** Shall mean any person, company, or corporation causing an excavation to take place.

~~3.31~~ **General Manager :** Shall mean the General Manager of the Walnut Valley Water District, or the person authorized by the General Manager or the Board to act for the General Manager.

~~3.32~~ **Hazard Assessment:** Shall mean an evaluation of a premises served by the District's potable water system to determine if there are actual or potential cross-connections and the associated degree of hazard to public health resulting from any such cross-connection.

~~3.30~~3.33 **Health Agency:** Shall mean, unless otherwise specified, the California State Water Resources Control Board, Division of Drinking Water or the Los Angeles County Health Department.

~~3.31~~ **Hazard Assessment:** ~~Shall mean an evaluation of a premises served by the District's potable water system to determine if there are actual or potential cross-connections and the associated degree of hazard to public health resulting from any such cross-connection.~~

~~3.32~~3.34 **Industrial Service:** Shall mean the provision of water to industrial premises where the water is used primarily in manufacturing or processing activities.

~~3.33~~3.35 **Infiltration Rate:** Shall mean the rate at which the soil will accept water, expressed in inches per hour, during an irrigation period.

~~3.34~~3.36 **Irrigation Design Area:** Shall mean the specific land area designated to be irrigated through on-site facilities when used in reference to landscape sprinkler irrigation systems.

~~3.35~~3.37 **Irrigation Service:** Shall mean the provision of water for commercial, agricultural, floracultural, or horticultural use and billed under the potable water commodity rate.

~~3.36~~3.38 **Landscape Sprinkler Irrigation System:** Shall mean all equipment and materials required for applying irrigation water to the design area from the service connection, including piping, valves, sprinkler heads, and appurtenances.

~~3.37~~3.39 **Main Extension:** Shall mean the extension of water distribution mains beyond existing facilities in accordance with the provisions of the rules applicable to main extensions included herein.

~~3.38 **General Manager:** Shall mean the General Manager of the Walnut Valley Water District, or the person authorized by the General Manager or the Board to act for the General Manager.~~

~~3.39~~**3.40 Non-potable Water:** Shall mean that water that has not been treated for human consumption in conformance with the Drinking Water Standards referred to in the definition of potable water.

~~3.40~~**3.41 Off-site Facilities:** Shall mean facilities under the control of the District including, but not limited to, water pipelines, reservoirs, pumping stations, valve connections, supply interties, and other appurtenances and property up to the service connection with the consumer's facilities.

~~3.41~~**3.42 On-site Facilities:** Shall mean facilities under the control of the applicant, owner, or consumer including, but not limited to, commercial and industrial building water systems, landscape irrigation systems, and agricultural irrigation systems. The on-site facilities shall be those downstream of the service connection, which shall normally be the downstream end of the meter tailpiece.

~~3.42~~**3.43 On-site Recycled Water Supervisor:** Shall mean a qualified person designated by the recycled water customer and approved by the District. This person shall be knowledgeable in the construction and operation of the on-site facilities and in the application of the guidelines, criteria, standards, and rules and regulations for recycled water and shall be responsible for maintaining plans, records, notifying the District of any changes, and overseeing all repairs.

~~3.43~~**3.44 Permanent Water Customer:** Shall mean a potable water user who is supplied with permanent water service.

~~3.44~~**3.45 Permanent Recycled Water Customer:** Shall mean a recycled water user who is supplied with permanent water service.

~~3.45~~**3.46 Permanent Water Service:** Shall mean a provision for permanent use of District water (recycled or potable) by a Permanent Water Customer or Permanent Recycled Water Customer, as applicable.

~~3.46~~**3.47 Permanent Water Service Line:** Shall mean the District's facility between its potable or recycled distribution water mains and the water service connection.

~~3.47~~**3.48 Person:** Shall mean an individual, corporation, company, association, partnership, municipality, public utility, or other public body or institution.

~~3.48~~**3.49 Pollution:** Shall mean an impairment of the quality of the water to a degree which does not create a hazard to the public health but which does adversely and unreasonably affect the aesthetic qualities of such waters for domestic use.

~~3.49~~**3.50 Potable Water:** Shall mean that water furnished to the consumer which does not endanger the lives or health of human beings and conforms to the latest edition of the United States Public Health Service Drinking Water Standards, the California Safe Drinking Water Act, Environmental Protection Agency, or any other applicable standards.

3.503.51 Potable Water System: Shall mean the facilities by which water is conveyed to the District's consumers for human consumption.

3.513.52 Premises: Shall mean the integral property or area, including improvements thereon, to which water service is, or is to be, provided.

3.523.53 Private Fire Protection: Shall mean the provision of standby quantities and pressures of water as available for fire protection purposes through sprinkler systems and fire hydrants located on private property rather than through public fire hydrants operated by public authorities for general fire protection.

3.533.54 Property Owner or Owners: Shall mean the holder of legal title, contract purchaser, or lessee under a lease with an unexpired term of more than one (1) year jointly with the holder of title.

3.543.55 Public Agencies: Shall be defined as any governmental agency within the State of California and include cities, school districts, the Los Angeles County Department of Public Works, other public water purveyors, and municipally held utilities.

3.553.56 Recycled Water: Shall mean all water as defined in Title 22, Division 4, Chapter 3, of the California Code of Regulations, hereinafter referred to as Title 22, which, as a result of treatment of domestic wastewater, is suitable for a direct beneficial use or a controlled use that otherwise could not occur, such treatment of domestic wastewater having been accomplished in accordance with the criteria, including the level of constituents in combination with the means for assurance of reliability as set forth in Title 22.

As used in this District, however, the term "recycled water" shall additionally mean non-potable water consisting not only of recycled water as defined by Title 22 but also consisting of other non-potable water, such as untreated Colorado River or State project water received from the Metropolitan Water District of Southern California and non-potable well water. Uses for which recycled water purveyed by the District are suitable or permitted shall be determined in accordance with the standards for treatment and water quality requirements as set forth in Title 22.

3.563.57 Recycled Water Distribution System: Shall mean, individually or collectively, any recycled water facility or facilities financed, constructed, and dedicated to the District by an applicant, owner, or consumer, or financed and constructed by the District itself. The District shall determine what facilities are part of a distribution system from time to time as necessary. Recycled water facilities are intended to provide recycled water for uses such as landscape irrigation, agricultural irrigation, and industrial process water. The District's determination in this regard shall be final and conclusive.

3.573.58 Recycled Water Service Agreement: Shall mean a contract between the District and the applicant, owner, or consumer which may have to be executed as a precondition for obtaining a Recycled Water Use Permit.

3.583.59 Recycled Water Service Line Charge: Shall mean a charge imposed by the District as a charge for installation by the District of recycled water meters and service lines.

~~3.593.60~~ **Recycled Water Use Permit:** Shall mean the processed and approved application and agreement with the District for recycled water service.

~~3.603.61~~ **Record Drawings:** Shall mean drawings that correctly show the completed facilities as constructed or modified.

~~3.643.62~~ **Residential Service:** Shall mean the provision of water to a residence for domestic use.

~~3.623.63~~ **Security Deposit:** Shall mean moneys required upon a determination of the applicant's creditworthiness, or by reason of nonpayment of water charges. (The amount is specified in Appendix B.)

~~3.633.64~~ **Service:** Shall mean water service.

~~3.643.65~~ **Service Lateral:** Shall mean all of the pipe, fittings, and valves necessary to make the connection from the District's main to the consumer's meter.

~~3.653.66~~ **Service Connection:** Shall mean the terminal end of a service connection from the public potable or recycled water system; i.e., where the water purveyor may lose jurisdiction and sanitary control of the water at its point of delivery to the consumer's water system.

~~3.67~~ **State Water Board:** Shall mean the State Water Resources Control Board or the local primacy agency having the authority to enforce regulations pertaining to public water systems.

~~3.663.68~~ **Subservice Installation:** Shall mean a submeter installed by a consumer beyond a District meter for purposes of separating water use for multiple tenants.

~~3.673.69~~ **Surcharge:** Shall mean a charge imposed by the District for the provision of special service not normally provided by the District.

~~3.683.70~~ **Temporary Water Customer:** Shall mean a potable water user who is supplied with temporary water service.

~~3.693.71~~ **Temporary Recycled Water Customer:** Shall mean a recycled water user who is supplied with temporary water service.

~~3.703.72~~ **Temporary Water Service:** Shall mean a provision for short-term use of District water, either potable or recycled, for temporary needs such as seasonal sales or minor construction.

~~3.743.73~~ **Total Project Cost:** Shall mean all costs related to new construction for individual metered services, water main extensions, appurtenances, hydrants, fire services, District Administrative Charge, Capacity Charge, etc.

~~3.723.74~~ **Ultra-Low-Flush Toilets:** Shall mean toilets for which water use does not exceed 1.6 gallons per flush.

3.733.75 **Unauthorized Discharge:** Shall mean any release of any water that violates the provisions of these Rules and Regulations or of any and all applicable Federal, State, or local statutes, regulations, ordinances, contracts, or other requirements.

3.743.76 **Unpolluted Water:** Shall mean water to which no unwholesome constituent has been added, either intentionally or accidentally.

3.753.77 **Wastewater Constituents and Characteristics:** Shall mean the individual chemical, physical, bacteriological, and radiological parameter, including volume and flow rate, and such other parameters that serve to define, classify, or measure the quality and quantity of wastewater.

3.763.78 **Water Service Connection:** Shall mean the point of connection of the customer's or consumer's water line with the water service line of the District, which shall normally be the downstream end of the water meter setter tailpiece.

3.773.79 **Water Supplier:** The District.

3.783.80 **Water User:** Any person obtaining water from the District's water supply system.

- END OF ARTICLE 3 -

ARTICLE 4

RULES APPLICABLE TO EXISTING CUSTOMERS

4.01 DESCRIPTION OF SERVICE

- 4.01.01 **Quantities:** The District will use its best efforts to supply water dependably and safely in adequate quantities and pressures to meet the reasonable needs and requirements of customers but does not guarantee any specific pressures or flows.
- 4.01.02 **Pressures:** The District reserves the right to modify the pressure supplied to a region or individual service. The District's goal is to maintain normal operating pressure of not less than 40 pounds per square inch or more than 125 pounds per square inch at the service connection. Except during periods of hourly maximum demand, the pressure goal at the time of peak seasonal loads is to be not less than 30 pounds per square inch. During periods of hourly minimum demand, the pressure goal is to be not more than 150 pounds per square inch. However, there exist some isolated areas where pressure normally drops below 40 pounds per square inch or exceeds 125 pounds per square inch. Generally, variations in pressure under normal operation will not exceed 50 percent of the average operating pressure. (The average operating pressure will be determined by computing the arithmetical average of at least 24 consecutive hourly pressure readings.)
- 4.01.03 **Potable Water Quality:** Whenever furnished for human consumption or for domestic use, the District will endeavor to provide water that is wholesome, potable, in no way harmful or dangerous to health, and, insofar as practicable, free from objectionable odors, taste, color, and turbidity.
- 4.01.04 **Recycled Water Quality:** Generally, recycled water supplied by the District will meet all applicable standards set forth in Title 22, Division 4, California Code of Regulations. The District will endeavor to maintain the quality of the water received from sources outside the control of the District; however, the District cannot guarantee recycled water quality.
- 4.01.05 **Other Limitations:** The District shall not be liable for any damage resulting from inadequate capacity, defective plumbing, broken or faulty service lines or water mains, or damage resulting from any condition of the quality of the water itself, or any substance that may be mixed with or be in any water as delivered to any customer or any conditions beyond the control of the District, or otherwise.
- 4.01.06 **Responsibility for Loss or Damage:** Customers shall accept such conditions of pressure, quality, and service as are provided by the District system and hold the District harmless from any loss or damage to customer resulting from the District's failure to meet the service goals stated within this article, due to low or high pressure conditions, any interruptions in service, or any change in pressure.

4.02 CONDITIONS OF SERVICE AND RIGHTS OF THE DISTRICT AND CUSTOMERS

4.02.01 **Notice to Customers:** Notice to a customer will normally be in writing and will be delivered or mailed to the customer's last known address. In emergencies or when circumstances warrant, the District, where feasible, will endeavor to promptly notify the customer affected and may make such notification orally, either in person or by telephone, or by leaving a written notice at the service premises.

4.02.02 **Notice from Customers:** A customer may make notification in person, or by telephone or letter, to the District office.

4.02.03 **Change in Customer's Equipment, Operations, or Land Use:** A customer making any material change in the size, character, or extent of the equipment, operations, or nature of land use (such as using water for commercial activities where water had been previously used for residential purposes only) shall immediately give the District written notice of the nature and extent of the change.

4.02.04 **Continuity of Service:**

4.02.04.01 **Emergency Interruptions:** The District will make all reasonable efforts to prevent interruptions to service and, when such interruptions occur, will endeavor to re-establish service with the shortest possible delay consistent with the safety of customers and the general public.

Where an emergency interruption of service affects the service to any public fire protection device, the District will promptly endeavor to notify the Fire Chief, or other public official responsible for fire protection, of such interruption and of subsequent restoration of normal service.

4.02.04.02 **Scheduled Interruptions:** Whenever the District finds it necessary to schedule an interruption in service, it will, when feasible, notify all customers to be affected by the interruption, stating the approximate time and anticipated duration of the interruption. Scheduled interruptions will be made at such hours as will provide the least inconvenience to customers, consistent with reasonable utility operations.

Where public fire protection is provided by the mains affected by the interruptions, the District will promptly endeavor to notify the Fire Chief, or other public official responsible for fire protection, stating the approximate time and anticipated duration. In addition, the Fire Chief, or other public official responsible for fire protection, will be notified promptly upon restoration of service.

- 4.02.04.03 **Apportionment of Supply During Times of Shortage:** During times when the District determines that a water supply shortage or threatened water shortage exists and it appears the demand for water consumption exceeds or threatens to exceed the District's available allocation, the District's Board may implement the water supply shortage stages established in the District's water conservation ordinance by Resolution and public announcement. In the absence of direction from the Board or such authorities, the District will apportion the supply in the manner that appears most equitable under circumstances then prevailing and with due regard to public health and safety in accordance with State Law. *[Updated 6/22/09]*
- 4.02.04.04 **Loss or Damage:** The District will not be liable for any damage or loss resulting from an emergency, scheduled interruption of water service, or from any act of the District in connection with the repair or replacement of District facilities required by such emergency or interruption.
- 4.02.05 **Ownership of Facilities on Customer's Premises:** The service lateral, copper setter, meter, hand valve, and meter box located within public right-of-way or wholly or partially upon a customer's premises are the property of the District. No rent or other charge will be paid by the District where the District-owned service facilities are located on a customer's premises.
- 4.02.06 **District Access to Customer's Premises:** The District shall at all reasonable hours have access to meters, service connections, and other property owned by the District which may be located on customer's premises for purposes of installation, maintenance, operation, removal of the property, ~~or~~ termination of service or any inspections or assessments specified in Article 6 hereof. The customer's system shall be open for inspection at all reasonable times to authorized representatives of the District. Any inspection work or recommendations made by the District or its agents in connection with plumbing or appliances, cross-connections, or any use of water on the customer's premises, either as a result of a complaint or otherwise, may be subject to a charge dependent upon the service rendered.
- 4.02.07 **District's Responsibilities for Damage or Loss to Customer:** The District will not be responsible for any loss or damage caused by any negligence or wrongful act of a customer or of a customer's authorized representative in operating or using any or all appliances, facilities, or equipment owned or furnished by the District.
- 4.02.08 **Customer's Responsibilities for District Property:** Upon an appropriate finding by the District, the customer may be held responsible, for any and all damage to District meters and other property resulting from removal, damage, or misuse of District property and will be responsible for the use or operation of appliances and facilities on customer's premises, including,

but not limited to, damage caused by steam, hot water, or chemicals.
[Updated 6/19/07]

- 4.02.09 **Resale of Water:** Except by special written agreement with the District, no customer shall resell or deliver any water received from the District to a property other than that specified in the application for service. When property provided with a service connection is subdivided, the service connection shall be considered as belonging to the lot or parcel of land which it directly enters. Except by special permission of the District's Board, a service connection shall not be used to supply water to any parcel of land other than the parcel on which the service connection is located and for which all relevant connection fees have been paid, including, but not limited to, Capacity Charge.
- 4.02.10 **Access to District Customer Records by Public Agencies:** The District shall make available a copy of any District customer record not exempt from disclosure in accordance with the Public Records Act as follows:
- 4.02.10.01 **Disclosure of Water Usage Data to Public Agencies:** The District will, pursuant to Government Code Section 6254.16, provide water usage data for its customers upon the completion and filing of the Public Agency Request for Customer Information form (Appendix J) by an officer or employee of another governmental agency when necessary for the performance of its official duties.
- 4.02.10.02 **Form of Request:** The request for a copy of District customer records must be in writing and must describe, with reasonable particularity, a record readily identifiable by District personnel.
- 4.02.10.03 **District Determination of Compliance:** The District, within ten (10) days of actual receipt of a proper request, shall determine whether to comply with the request and will notify the person making the request of such determination and the reasons therefore.
- 4.02.10.04 **Extension of Time for Determination:** In unusual circumstances, as specified below, the time for determination of District compliance may be extended for a period not to exceed ten (10) working days, by written notice from the Manager to the person making the request, setting forth the reasons for the extension and the date on which a determination will be mailed. Unusual circumstances are:
- a) The need to search District facilities or other locations that are separate from the main office.
 - b) The need to search for, collect, and examine a voluminous amount of separate and distinct records demanded in a single request.

- 4.02.10.05 **No Compilation or Extraction:** The District will provide, unless impracticable to do so, an exact copy of the record requested. The District is not obligated to create a compilation or extract of its records in response to a request.
- 4.02.10.06 **Fee:** By Resolution No. 5-02-420, the District has established charges for reproduction of District public records (see Section III-D of Appendix J).

4.03 RATES AND CHARGES

General Provisions. Rates and charges for water consumption, as specified under various classifications of service and other miscellaneous charges, are set by the Board from time to time. Current rates and charges set forth in the attached appendices according to section and rate classification as set forth below:

- 4.03.01 **Potable Water Retail Rates:** Retail charges consist of a monthly meter charge, commodity charge, pump zone charge, and drought rate surcharge. The monthly meter charges are based on meter size and do not vary based on the amount of water delivered. The commodity charge applies to all water passing through the meter and is assessed at the commodity rate. Pump zone surcharges are based upon water usage, and cover the costs incurred to pump water to customers in higher elevation pumping zones. Drought rate surcharges may be imposed to adjust water rates by a specified percentage depending upon the severity of the water supply shortage. The amounts currently set for the rates is contained in Appendix A of these Rules and Regulations. (Updated 4/19/21)
- 4.03.02 **Potable Water Wholesale Rate:** Wholesale charges, which shall apply to those water deliveries determined by the General Manager to be wholesale deliveries at his or her discretion, consist of two types of charges – a monthly base rate and a commodity rate charge. The monthly base rate is determined by the size of the meter and is fixed irrespective of the quantity of water passing through the meter. The commodity charge applies to all water passing through the meter and is assessed at the commodity rate. The amount currently set for the base and commodity rate is contained in Appendix A of these Rules and Regulations.
- 4.03.03 **Potable Water Irrigation Rate:** No irrigation rate is available.
- 4.03.04 **Construction Rate:** Water for construction purposes may be obtained by licensed contractors from District facilities on a metered or unmetered basis as determined by the District. Special rates, hook-up charges, advance payments, and conditions apply to water obtained for construction purposes as set forth in Appendix A and as specified in the District's Permit To Use District Facilities, which can be obtained upon written application by the contractor on the approved permit form, a copy of which is included as Appendix D.
- 4.03.05 **Recycled Water Rates:** Recycled water charges consist of two charges – a monthly meter charge and a commodity rate charge. The monthly charge

is determined by the size of the meter and is fixed irrespective of the quantity of water registered through the meter. The commodity charge applies to all recycled water passing through the meter and is assessed at the recycled water commodity rate. The amounts currently set for the rates are contained in Appendix A of these Rules and Regulations.

4.03.06

Private Fire Protection Rates: Private fire protection rates are based on the three different types of private fire hydrants or services found in the District. These rates are in addition to any commodity charges.

4.03.06.01

Type One Private Fire Hydrant: Type one private hydrants are connected directly to the District's public water system within an on-site District easement on private, commercial, industrial, institutional, apartment, or condominium property. Maintenance of type one private fire hydrants is performed by the District. Each type one private fire hydrant shall be assessed a monthly charge as set forth in Appendix A.

4.03.06.02

Type Two Private Fire Hydrant: Type two private hydrants are installed downstream of detector checks. Each private automatic sprinkler system, including those with type two on-site hydrants and fire hose racks connected to District lines by means of a detector check valve with metered bypass, shall be assessed a monthly service charge based on the size of the detector check as set forth in Appendix A. This service classification will not be charged for any water used for fire suppression, fire drill, or test purposes provided the District is given advance notice of any fire test or drill, or where water used for fire suppression can be verified. All other unauthorized use, either registered by the bypass or estimated by the magnitude of the flow, will be invoiced at the construction water rate. In some instances, the customer's unauthorized use of water may be unintentional, such as in the case of a leak in the water line. In such cases, and upon written request by the customer, the District will investigate to determine whether the unauthorized use was intentional or unintentional. Upon a determination by the District that the unauthorized use was unintentional, the customer will be given 90 days to correct the problem causing the unintentional unauthorized use. Billing for intentional unauthorized use will be determined by multiplying the consumption recorded on the bypass meter by a factor of 50. Maintenance of type two hydrants shall be the responsibility of the owner. *(Updated 10/18/05)*

4.03.06.03

Type Three Private Fire Hydrants: Type three private fire hydrants are connected to the public system by means of a fire-rated water meter. Water used in fire suppression will be measured by the fire-rated meter and billed at the Potable Water Commodity Rate as specified in Appendix A. Where such a service exists, no separate charge for private

fire protection shall exist. Maintenance of type three private fire hydrants shall be the responsibility of the owner.

4.03.07 **Miscellaneous Charges** [Updated 4/19/21]: In order to recover the costs associated with late payments, disconnections, and/or damages sustained by the District, the specified items listed below are charged to customers, the amounts of which are approved by the Board and set forth in Appendix B.

4.03.07.01 **Reconnection Charge**: The reconnection charge is the fee charged to reconnect water service that has been disconnected due to non-payment, returned payment, or other violations of the District's Rules and Regulations.

4.03.07.02 **Security Deposit**: If the service was disconnected due to non-payment, the nonpayment which led to the disconnection shall be deemed to be evidence of non-creditworthiness, and the customer may then be required to make a security deposit in an amount determined by the Board and set forth in Appendix B.

4.03.07.03 **Returned Check, Credit Card, or ACH Payment Charge**: When a customer payment of water service or other charges is returned or rejected, the customer will be assessed a returned payment charge based on the type of payment that was returned or rejected. The amount of that charge is set forth in Appendix B.

4.03.07.04 **Meter Test Charge**: The District shall endeavor to keep the meters in good condition and registering accurately. Any customer may request that the meter be examined and tested to determine if it is correctly recording water delivered through it. If such examination and test reveal that quantities of water recorded by the meter fall outside of a range between 97 percent and 103 percent of the actual quantities of water passed through the meter during the test, then the cost of such test shall be paid by the District. If the meter is found to be registering at or within the parameters set (3 percent of accuracy), then the actual cost of such test shall be paid by the customer. Any adjustment to water bills shall be made in accordance with Article 4.04.10.

4.03.07.05 **Pulled Meter Charge**: If a customer's service has been disconnected and the meter is in the process of or has been removed from the premises, then the customer shall pay a Pulled Meter Charge along with any other charges before the service and meter can be reconnected.

4.03.07.06 **Property Damage**: If a customer, new applicant or developer is found to be responsible for any damage done to District property, such damages shall be reimbursed to

the District at cost plus District Administrative Burden. If responsibility for such damage cannot be determined, charges for such damage may be billed to the current customer or property owner.

- 4.03.07.07 **Unauthorized Water Use Charge:** Any person making an unauthorized use of water from or through any District facility will be assessed an Unauthorized Water Use Charge. The cost of any water taken, if approximate use can be determined, will also be collected using the current construction water rate.
- 4.03.07.08 **District Administrative Burden:** For any services not included in the rates and charges specified in Appendix A, the District may assess a charge for Administrative Burden at the sole discretion and in an amount determined by the General Manager.
- 4.03.07.09 **Late Charge:** Bills for service are due and payable upon receipt. If payment for a bill rendered is not received within 20 days of the "Bill Prepared" date, a Late Charge, in the amount specified in Appendix B will be added to any outstanding charges.
- 4.03.07.10 **Notice of Termination Charge:** If no payment has been received in response to an Overdue Notice, or other notification, the District will make a reasonable, good-faith effort to contact the customer by a Notice of Termination at the premises in the manner provided in Section 4.04.07.04, or as specified in the District's Policy on Discontinuation of Residential Water Service for Non-Payment, set forth in Appendix L. A Notice of Termination Charge will be charged and added to the customer's bill for such service.
- 4.03.07.11 **Unauthorized Meter Turn-On Charge:** Once a meter lock-off has been performed for any reason, it may only be unlocked by District personnel. Unauthorized meter turn-ons shall be assessed an Unauthorized Meter Turn-On Charge. Any additional costs incurred by the District to prevent unauthorized use shall be added to any outstanding charges payable by the responsible customer.

4.04 BILLING PROCEDURES

- 4.04.01 **Joint Service:** No joint service is allowed. An individual party will be solely liable for payment of bills.
- 4.04.02 **Re-establishment of Credit:** A customer whose service has been disconnected for nonpayment of bills will be required to pay any unpaid balance due the District for the premises for which service is to be restored. He/she may additionally be required to make a security deposit, in an

amount specified in Appendix B, for the service in question and pay a reconnection charge, also as specified in Appendix B, before service is restored.

4.04.03 **Bankruptcy of Customer:** Pursuant to the Bankruptcy Act (P.L. 95-598), the District shall not alter, refuse, disconnect service to, or discriminate against, a customer, or a trustee of a customer, solely on the basis that a debt owed by the customer to the District for service rendered before issuance of the order for relief was not paid when due. It shall be the responsibility of the customer to supply the District with a copy of any applicable order for relief. The District shall disconnect service if neither the customer nor the trustee, within twenty (20) days after the date of the order for relief, furnishes adequate assurance of payment in the form of an advance payment for service after such date. As used herein, "adequate assurance of payment" shall mean an advance payment in an amount equal to the highest of the last six billings rendered to the customer, or for the customer's property if customer has not occupied the property for that period of time prior to the order for relief. As used herein, "order for relief" shall have the same meaning as given to it in the Bankruptcy Act. The commencement of a voluntary case under the Bankruptcy Act shall constitute an order for relief. Service may be disconnected in accordance with the rules of the District upon nonpayment for service rendered after the order of relief.

4.04.04 **Refund of Advance Payment:** Upon termination of service, the District will refund the balance of the customer's advance payment for that service in excess of any unpaid bills or charges. Refunds will be made in a reasonable period of time.

4.04.05 **Rendering and Payment of Bills:** Bills for service will be rendered for each customer on a monthly basis unless otherwise provided for in the rate schedules. Bills for service are due and payable upon presentation. It is the consumer's responsibility to assure that payments are received by the District in a timely manner. Partial payments are not authorized unless prior approval has been received from the District. Collection of closing bills may be made at the time of presentation. Bills will be computed as follows [Updated 4/19/21]:

4.04.05.01 Meters will be read at regular intervals for the preparation of periodic bills and as required for the preparation of opening bills, closing bills, and special bills.

Opening and closing bills for less than the normal billing period shall consist of charges for actual water consumption and a proration of the monthly meter charge.

4.04.05.02 Bills for metered service will show the meter reading for the current and previous meter reading period for which the bill is rendered, the number of units, date, and days of service for the current meter reading.

4.04.05.03 Each meter on a customer's premises will normally be billed separately. The readings of two or more meters will not be combined except where the combination of meter readings is specifically provided for in the applicable rate schedule or where the District's operating convenience or necessity may require the use of more than one meter or a battery of meters. In the latter case, the monthly minimum or readiness-to-serve charge will be determined from the monthly minimum or readiness-to-serve charges of the applicable rate schedule on the basis of a meter size equivalent in discharge area to the total combined discharge areas of such meters.

4.04.05.04 District billings shall be paid in legal tender of the United States of America. Notwithstanding the foregoing, the District shall have the right to refuse any payment of such billings in coin.

4.04.06 **Residential Water Service: Overdue Bills and Discontinuation of Service:** The Policy on Discontinuation of Residential Water Service for Non-Payment (Discontinuation Policy), set forth in Appendix L, shall apply to the discontinuation of residential water service for non-payment. In the event of any conflict between that Discontinuation Policy and any other policy, or rule, the Discontinuation Policy shall prevail. (Updated 4/19/21)

4.04.07 **Non-Residential Water Service: Overdue Bills and Discontinuation of Service** [Updated 4/19/21]: The following rules apply to non-residential customers whose bills remain unpaid for more than twenty (20) days following the invoice date:

4.04.07.01 **Small Balance Accounts:** If less than a minimum bill remains unpaid on any billing, it shall be carried over and added to the next billing period as specified in Appendix B.

4.04.07.02 **Overdue Notice:** If payment for a bill rendered is not made on or before the twentieth (20th) day following the "Bill Prepared" date, an Overdue Notice of nonpayment will be mailed to the water service customer approximately fifteen (15) days prior to the possible disconnection date identified in the Overdue Notice. A Late Charge, in the amount specified in Appendix B, shall be assessed and added to the outstanding balance. Upon receipt of the Overdue Notice of nonpayment and up to two (2) working days prior to the date set for disconnection, the customer may request an alternative payment arrangement pursuant to Article 4.04.11.

4.04.07.03 **Contents of Overdue Notice:** The Overdue Notice shall contain the following information:

- a) Customer's name and address
- b) Amount in arrears

- c) Date and time by which payment must be made
- d) Procedures for requesting amortization of the unpaid balance
- e) Possible sources for obtaining assistance
- f) Telephone number of the District representative who can provide additional information
- g) Date of disconnection

4.04.07.04 **Notice of Termination:** Forty-eight hours prior to the scheduled disconnection date set forth in the Overdue Notice, the District shall make a reasonable, good-faith effort to contact the customer by telephone or in person (whenever possible) and provide them with the information set forth in Article 4.04.07.03.

4.04.07.05 **Turn-Off Deadline:** Payment for water service charges must be received by the District no later than 4:30 p.m. on the date specified in the Overdue Notice. Postmarks are not acceptable.

4.04.07.06 **Waiver of Overdue Notices to Public Agency:** Public agencies, because of usual sound financial base and variations in warrant payment procedures, will not be sent Overdue Notices for nonpayment of current accounts.

4.04.07.07 **Notification of Returned Check Disposition:** Upon receipt of a returned check rendered as remittance for water service or other charges, the District will consider the account not paid. The District will attempt to notify the customer in person and leave a Notice of Termination of water service at the premises. Water service will be disconnected if the amount of the returned check and returned check charge are not paid by the due date specified on the notice. To redeem a returned check and to pay a returned check charge, all amounts owing must be paid by cash or certified funds.

4.04.07.08 **Returned Check Tendered as Payment for Water Service Disconnected for Nonpayment:**

- a) If the check tendered and accepted as payment which resulted in restoring service to an account that had been disconnected for nonpayment is returned as non-negotiable, the District may immediately disconnect said water service without further notice. The customer's account may only be reinstated by receipt of outstanding charges in the form of cash or certified funds. Once the customer's account has been reinstated, the account will be flagged for a one-year period indicating the fact that a non-negotiable check was issued by the customer.

- b) If at any time during the one (1) year period described above, the customer's account is again disconnected for nonpayment, the District may require the customer to pay cash or certified funds to have said water service restored.

4.04.07.09 **Assessment for Unpaid Charges:** If prior attempts to collect unpaid charges for water or other services have been unsuccessful, such unpaid charges may become an assessment against the property for which the services were provided. Such assessments shall constitute a lien against that property, which lien may be recorded against the property to secure repayment of the delinquent amount. Any associated lien fees and accrued interest, as set forth in Appendix B, will be added to the balance of the unpaid charges.

4.04.08 **Residential Water Service: Disputed Bills (Appeals Procedure):** The procedure to be used to contest the accuracy of water or non-water charges upon receipt of a bill for water service is included in the District's Discontinuation Policy, set forth in Appendix L. (Updated 4/19/21)

4.04.09 **Non-Residential Water Service Disputed Bills (Appeals Procedure):** The procedure to be used to contest the accuracy of water or non-water charges upon receipt of a bill for water service is as follows [*Updated 4/19/21*]:

4.04.09.01 Within ten (10) days of receipt of the bill for water service, the customer has a right to initiate a complaint or request an investigation regarding any bill or charge rendered by the District. Such protest shall be made in writing and delivered to the District at its office. (*Updated 6/19/07*)

4.04.09.02 Following receipt of a complaint or a request for an investigation, a hearing date shall be set before an appointed hearing officer of the District. After evaluation of the evidence provided by the customer and the information on file with the District concerning the water charges in question, the District representative shall render a decision as to the accuracy of the water charges and shall provide the complainant with a brief written summary of the decision.

- a) If water charges are determined to be incorrect, a corrected invoice will be provided and payment of the revised charges will be due within ten (10) days of the invoice date for revised charges. If the revised charges remain unpaid for more than ten (10) days, water service will be disconnected, subject to right of appeal to the Board, on the next regular working day following the period allowed for payment. Water service will only be restored upon full payment of all outstanding water

charges, penalties, and any and all applicable reconnection charges.

- b) If the water charges in question are determined to be correct, the water charges are due and payable at the time the decision of the District representative is rendered.
- c) At the time the decision of the appointed representative is rendered, the customer will be advised of the right to further appeal before the District's Board.
- d) If the decision of the District representative is not to the satisfaction of the customer, the customer may submit a written request for a hearing before the District's Board at the next regular meeting.
- e) Water service may not be terminated until the investigation is completed and the customer has been notified of the District's decision.

4.04.09.03 When a hearing before the Board is requested, such request shall be made in writing and delivered to the District at its office. The customer will be required to personally appear before the Board and present evidence and reasons as to why the water charges in question are not accurate. The Board shall evaluate the evidence presented by the customer, as well as the information on file with the District concerning the water charges in question, and render a decision as to the accuracy of said charges.

- a) If the Board finds the water charges in question are incorrect, the customer will be invoiced for the revised charges and payment of the invoice is due within ten (10) days from the date of said invoice. If the revised charges remain unpaid after the prescribed period of time, water service will be disconnected on the next regular working day following the period allowed for payment or date set by the Board. Service will be restored only after outstanding water charges and any and all applicable reconnection charges are paid in full.
- b) If the water charges in question are determined to be correct, the water charges are due and payable at the time the decision of the Board is rendered.
- c) Any overcharges will be reflected as a credit on the next regular bill to the customer, or refunded directly to the customer, at the sole discretion of the Board.
- d) The Board's decision is final and binding.

4.04.10 **Adjustment of Bills for Meter Error:** The customer may request an adjustment of his/her bill on the basis of meter error. Such a request must be made in writing, and the rules set forth in Article 4.03.07.04, Meter Test Charge, will apply. The District will, within one (1) week, proceed to test the customer's meter; the meter will be tested in an "as-found" condition in order to determine the average meter error. If the average meter error is

found to exceed 3 percent, that is if quantities of water recorded by the meter are outside of a range between 97 percent and 103 percent of the actual quantities of water passed through the meter during the test, the following billing adjustments will be made:

- 4.04.10.01 **Fast Meters:** The District will refund to the customer the amount of the overcharge based on corrected meter readings for the period the meter was in use and determined to be incorrect, but not to exceed a period of six (6) months.
- 4.04.10.02 **Slow Meters:** The District may bill the customer, at its option, for the amount of the undercharge based upon corrected meter readings for the period the meter was in service and determined to be incorrect, but not to exceed a period of four (4) months.
- 4.04.10.03 **Non-Registering Meters:** The District may bill the customer according to an estimate of water consumed while the meter was not registering, but not exceeding a period of four (4) months. This estimate will be based on the customer's prior use during the same season of the previous year if conditions were unchanged during the year, or on a reasonable comparison of consumption of other similar customers during the same period.

4.04.11 **Alternative Payment Arrangements** [Updated 4/19/21]:

- 4.04.11.01 **Financial Hardship:** Any customer who is unable to pay for water service within the normal payment period and is willing to enter into an amortization agreement, or who otherwise requests extension of the payment period of a bill the customer asserts to be beyond the customer's financial means to pay in full during the normal payment period, may request amortization of the unpaid balance over a period not to exceed twelve (12) months.
- 4.04.11.02 **Consideration and Approval of Amortization Payment Plan:** The District will consider all circumstances surrounding any request for an amortization payment plan and will make a determination as to whether amortization is warranted. Requests for amortization of unpaid amounts shall be determined by the District's General Manager or his or her designee.
- 4.04.11.03 **Compliance with Plan:** The customer must comply with the amortization plan and remain current as charges accrue in each subsequent billing period. The customer may not request further amortization of any subsequent unpaid charges while paying delinquent charges pursuant to an amortization plan. Failure to comply with the terms of an

amortization plan will result in a Notice of Termination pursuant to Article 4.04.07.04.

4.04.11.04 **Special Conditions for Certain Residential Customers:** Any residential customer who meets the three conditions under Section II(C) of the District's Discontinuation Policy, as set forth in Appendix L, may be eligible for alternative payment arrangements as described in Section III of the policy.

4.04.12 **Transfer (Old/New) Service:** Any and all outstanding balances left unpaid over thirty (30) days on a closed account by a customer making application for a new service connection elsewhere in the District will either be collected in full at the time the customer makes application for a new account or will be transferred to the new account.

4.05 **TURN-ON AND TURN-OFF PROCEDURES AND CHARGES**

4.05.01 **Turn-Off at the Customer's Request:** A customer may request that service be disconnected, either temporarily or permanently, by giving at least one (1) working day's advance notice of the date for such disconnection to the District. If the advance notice is not given, the customer will be billed for service until one (1) working day following the District's knowledge that the customer has vacated the premises or otherwise has discontinued service.

4.05.02 **Turn-Off by the District** [Updated 4/19/21]: The District may disconnect a customer's service for various reasons as listed below. Such involuntary disconnections are effected by turning off and locking the meter, thereby stopping the water service. Reasons for involuntary disconnection include, but are not limited to, the following:

4.05.02.01 **Nonpayment of Bills:** A service may be disconnected for periodic nonpayment of bills. Before a service is disconnected, the customer shall be notified of the disconnection in accordance with the District's Rules and Regulations, including the District's Discontinuation Policy, as set forth in Appendix L. A service may be disconnected for nonpayment of bills of a customer whether or not the payment delinquency is associated with water service at that service connection or at any other water service connection of that same customer.

4.05.02.02 **Noncompliance with Rules:** The District may disconnect service to any customer for violation of the District's Rules and Regulations following a minimum of five (5) days' written notice to the customer of such intention. Where safety of the District's water supply is endangered by a customer's acts or omissions, service may be disconnected immediately without notice.

- 4.05.02.03 **Waste of Water:** In order to protect itself against serious and negligent waste or misuse of water, the District may disconnect service if such wasteful practices are not remedied within five (5) days after notice to such effect has been given to the customer.
- 4.05.02.04 **Unsafe or Hazardous Conditions:** The District may disconnect a service without notice if unsafe or hazardous conditions are found to exist on the customer's premises. The District will immediately notify the customer of the reasons and the necessary corrections required before reconnection. Such unsafe or hazardous conditions may exist due to defective appliances or equipment that may be detrimental to either the customer, the District, or to the District's other customers.
- 4.05.02.05 **Fraudulent Use of Service:** When the District has discovered that a customer has obtained service by fraudulent means, or has diverted the water service for unauthorized use, the service to that customer may be disconnected without notice. The District will not restore service to said customer until that customer has complied with all Rules and Regulations of the District and the District has been reimbursed for the full amount of the service rendered plus all the costs incurred by the District by reason of the fraudulent use.
- 4.05.02.06 **Improper Cross-Connection Protection:** The District may disconnect a service if it finds improper cross-connection protection is being provided at connections requiring specific protection as set forth in Article 8.15.
- 4.05.02.07 **Removal of a Service Connection:** The District may act to remove a service connection if:
- a) The service connection has remained inactive for a period of more than one year
 - b) The service connection has been purposely damaged or tampered with
 - c) The service connection poses a health and safety risk
 - d) The service connection is being used contrary to its original purpose
 - e) The service connection poses an immediate cross-connection risk
- 4.05.03 **Restoration of Service:** In order to resume or continue service that has been disconnected by the District for those reasons set forth in Article 4.05.02.01, the customer must pay all charges and any required security deposit, as set forth under Article 4.03.07.01 and 4.03.07.02. The District will endeavor to make such reconnections as soon as practicable as a convenience to the customer. The District shall make the reconnection no

later than the end of the next regular working day following the customer's request and payment of any applicable charges. *(Updated 3/17/08)*

- 4.05.04 **Refund of Security Deposit:** The District shall refund to the customer the amount held as a security deposit pursuant to Articles 6.02.03.01 and 6.02.03.02. However, during the life of the customer's account, the District may require any customer, regardless of whether he or she was previously found to be creditworthy, to post a security deposit as specified in Appendix B, any time there are three assessed late charges within any consecutive six-month period. *(Updated 2/21/12)*

4.06 **CHANGES IN METER SIZE, LAND USE, OR INCLUSION OF ADDITIONAL LAND AREA**

The owner of a property who desires a change in meter size or location, who substantially changes the type of land use (such as residential to commercial), or who wishes to include adjacent land areas not served at the time of the original commencement of service, shall request such change in writing and, if approved by the District, shall pay the various costs and charges as set forth below:

- 4.06.01 **Charges for a Smaller Meter:** If the desired meter size is the next smaller size meter than the current size, the owner will not be charged for a new regular connection for the desired meter size as set forth in Article 6.05; however, the owner will be charged a Meter Exchange Charge as specified in Appendix B.
- 4.06.02 **Charges for a Larger Meter:** If the desired meter size is larger than the current size, the owner shall pay the full current charges for a new regular service connection for the desired meter size as set forth in Article 6.05, less any credit on the removed meter. In addition, the owner must also pay the current Capacity Charge as set forth in Article 6.06. Such charges that have been paid previously by the owner or predecessors will be credited against the amount due under current charges.
- 4.06.03 **Charges for Change in Meter Location:** If a customer desires a change in location of the meter, such change may be granted with the mutual agreement of the District and the property owner, and the owner/customer shall pay for the actual costs incurred by the District. Lateral meter relocations of less than two (2) feet can generally be executed without re-tapping the water main; however, lateral meter relocations greater than two (2) feet require re-tapping the water main and abandoning the original service line and tap.
- 4.06.04 **Change in Land Use:** Any customer/property owner must inform the District of any change in the character, size, or use of the property or buildings other than that for which the service connection was originally intended. Such changes include, but are not limited to, a residential property reclassified or used as commercial or industrial, or a commercial property reclassified or used as industrial. Upon such a change, the owner shall pay the current Capacity Charge as set forth in Article 6.06, less credit for such charges previously paid by the owner or predecessors. In all

cases, the General Manager shall determine the property's zoning classification or intended use. Subject to an appeal to the Board, such determination by the General Manager will be final.

- 4.06.05 **Inclusion of Additional Land Area:** Any customer/property owner shall notify the District of any additional land area or adjacent lots not served at the time of original commencement of service that are to be served from the existing service connection. In such cases, the District will assess current Capacity Charge for the additional land area as set forth in Article 6.06.

4.07 WATER CONSERVATION

The purpose of this rule is to ensure that water resources available to the District are put to a reasonable beneficial use and that the benefits of the District's water supply and service extend to the largest number of persons. Every 5 years the District updates its Urban Water Management Plan, which details the long-range plans for the use and management of the District's water supply. The current Urban Water Management Plan is on file in the District's office.

- 4.07.01 **Water Use Efficiency Requirements** [Updated 4/19/21]: In an effort to avoid serious and negligent waste of water, the District has instituted the following permanent water use efficiency requirements. Violations of this section may be considered an unauthorized use of water and subject to penalties established in Article 4.03.07.07 and/or Article 4.05.02.03.

- 4.07.01.01 **Limit on Watering Duration:** Watering or irrigating of lawn, landscape or other vegetated area with potable water using a landscape irrigation system or a watering device that is not continuously attended is limited to no more than fifteen (15) minutes watering per day per station. This subsection does not apply to landscape irrigation systems that exclusively use very low-flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hour and weather-based controllers or stream rotor sprinklers that meet a 70% efficiency standard.

- 4.07.01.02 **Limits on Watering Hours:** Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of 8:00 a.m. and 5:00 p.m. on any day, except by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for short periods of time for the express purpose of adjusting or repairing an irrigation system.

- 4.07.01.03 **Limits on Watering Following Precipitation/Rainfall:** Watering or irrigating of lawn, landscape, or other vegetated area with potable water within forty-eight (48) hours following measurable precipitation is prohibited.

- 4.07.01.04 **No Excessive Water Flow or Runoff:** Watering or irrigating of any lawn, landscape, or other vegetated area in a manner that causes or allows excessive water flow or runoff onto an adjoining sidewalk, driveway, street, alley, gutter or ditch is prohibited.
- 4.07.01.05 **No Washing Down Hard or Paved Surfaces:** Washing down hard or paved surfaces, including but not limited to sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys, is prohibited except when necessary to alleviate safety or sanitary hazards, and then only by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off device, a low-volume, high-pressure cleaning machine equipped to recycle any water used, or a low-volume high-pressure water broom.
- 4.07.01.06 **Obligation to Fix Leaks, Breaks or Malfunctions:** Excessive use, loss or escape of water through breaks, leaks or other malfunctions in the water user's plumbing or distribution system for any period of time after such escape of water should have reasonably been discovered and corrected and in no event more than seven (7) days after receiving written notice from the District is prohibited.
- 4.07.01.07 **Limits on Washing Vehicles:** Using water to wash or clean a vehicle, including but not limited to any automobile, truck, van, bus, motorcycle, boat or trailer, whether motorized or not is prohibited, except by use of a hand-held bucket or similar container or a hand-held hose equipped with a positive self-closing water shut-off nozzle or device. This subsection does not apply to any commercial car washing facility.
- 4.07.01.08 **Recirculating Water Required for Water Fountains and Decorative Water Features:** Operating a water fountain or other decorative water feature that does not use recirculated water is prohibited.
- 4.07.01.09 **No Installation of Single Pass Cooling Systems:** Installation of single pass cooling systems is prohibited in buildings requesting new water service.
- 4.07.01.10 **No Installation of Non-recirculating Water Systems in Commercial Car Wash and Laundry Systems:** Installation of non-recirculating water systems is prohibited in new commercial conveyor car wash and new commercial laundry systems.

- 4.07.01.11 **No Irrigating Ornamental Turf on Public Street Medians:** Irrigating ornamental turf on public street medians with potable water is prohibited.
- 4.07.01.12 **Negligent Waste of Water:** At the discretion of the General Manager, the District reserves the right to determine negligent waste or misuse of water supplies. Such waste of water supplies is prohibited, constitutes an unauthorized use of water and is subject to imposition of penalties pursuant to these Rules and Regulations.
- 4.07.02 **Water-Saving Devices:** Each customer of the District is urged to install devices to reduce the quantity of water needed to flush toilets, reduce the flow rate of shower heads, reduce the amount of water used for turf irrigation, or any other reduction which may be required to comply with any regulations promulgated by State or local authorities.
- 4.07.03 **Alternate Sources – Use of Recycled Water:** Whenever economically feasible, recycled water shall be used to the fullest extent possible.
- 4.07.04 **Water-Saving Practices:** Each customer in the District is urged to implement other water-saving and reuse practices and procedures which are feasible.
- 4.07.05 **Dual Meters:** To facilitate potential water conservation measures and provide for expansion of recycled water use, all new commercial/industrial sites shall be required to install separate meters for potable water use and landscape irrigation. This requirement shall also apply to any commercial/industrial sites undergoing a change of use or inclusion of additional land area, as defined in Section 4.06. For purposes of this requirement, change of use shall include, but not be limited to, tenant improvements or other expansion constituting a substantial change in the character, size, or use of the property, as determined by the General Manager or designee on a case-by-case basis.

4.08 PRIVATE FIRE PROTECTION SERVICE

- 4.08.01 **Private Fire Protection Service:** Shall be installed and paid for in total by the owner or developer. The specifications for such service shall be established by the District and shall provide for the installation of an approved aboveground double detector check valve, including bypass meter, in accordance with District Standard 20A and as specified in Article 8 hereof. Any such service shall be subject to inspection and assessment as specified in Article 8 hereof. Installation of a detector check valve may not necessarily preclude the addition of a backflow prevention device where deemed necessary by the District.
- 4.08.02 **Unauthorized Use:** The use, or attempted use, of water through any hydrant, sprinkler head, hose rack, or any other device for any purpose other than directly in connection with fire protection purposes, without the prior written consent of the District in each case, shall be cause for

immediate disconnection of the service. The District may make no further deliveries of water through such service nor will the District continue to maintain such service until a suitable meter of the type and size approved by the District is installed through which may be registered all water flowing to said service. The cost and expense of the installation of such meters shall be borne by the customer and shall be paid in advance to the District based upon the estimate by the District of the cost of such installation. If the actual installation cost is more than that estimated by the District, the customer shall forthwith, upon demand, pay such excess; and, in the event the cost is less than that estimated by the District, the District will refund the excess to the customer.

4.08.03 **Sizing:** The District reserves the right to determine the size of private fire service connections.

4.09 **UNLAWFUL ACTS**

Customers shall comply with all applicable Federal, State, and local laws, ordinances, and regulations related to water service.

4.10 **FIRE HYDRANT/BLOW-OFF DAMAGE**

When any person, company, or agency is determined to be the responsible party that has caused damage to a fire hydrant or blow-off, the District may charge that party with all costs necessary to repair the damages and the cost of water loss computed from District records on the basis of the duration of flow and the flow rate. In situations where water loss is not reflected in the District records, water loss shall be based upon the type of land zoning in which the fire hydrant is located:

	<u>Fire Hydrant</u>	<u>Blow-Off</u>
Industrial	10,000 gallons per minute	3000 GPM
Commercial	5,000 gallons per minute	2000 GPM
Residential	2,500 gallons per minute	1500 GPM

If the length of time the broken fire hydrant was flowing cannot be reasonably determined by witnesses or District records, the minimum time used for calculating lost water shall be thirty (30) minutes.

- END OF ARTICLE 4 -

ARTICLE 5

RULES APPLICABLE TO TEMPORARY CONNECTIONS

5.01 ESTABLISHMENT OF TEMPORARY WATER SERVICE

The District will, if no undue hardship would result therefrom, furnish temporary service when the applicant has requested service on this basis or the District reasonably expects the service to be temporary and the applicant, therefore, has paid advances and established credit. The District contemplates temporary service will be provided for a term of approximately ninety (90) days or less and requires the applicant to comply with the following:

- 5.01.01 **Advances:** The applicant must advance to the District the estimated net cost of installing and removing the facilities necessary to furnish the service.
- 5.01.02 **Deposits/Establishment of Credit:** The applicant must deposit a sum of money equal to the estimated bill when the duration of service is to be for a period of one month or less, subject to adjustment or refund according to the actual bill at termination of service.
- 5.01.03 **Water Service for Civic Activities:** Upon application, water metering devices and water service will be provided at no cost to recognized charitable and civic organizations, subject to the following conditions:
 - 5.01.03.01 The applicant must be a tax-exempt, charitable organization or civic group organized and operating within the boundaries of the District.
 - 5.01.03.02 The applicant shall agree to hold harmless and indemnify the District from any and all claims or actions arising out of the provision of water service and facilities.
 - 5.01.03.03 The temporary use by the applicant shall be for a period not to exceed fourteen (14) calendar days during any calendar year.
 - 5.01.03.04 The actual cost of labor, materials, and commodity charges shall not exceed \$50. All amounts in excess of \$50 shall be billed to the applicant and paid in accordance with the current District Rules and Regulations for water service.

5.02 RATES, CHARGES AND CONDITIONS OF SERVICE

Except for construction water as set forth in Article 5.04 below, the rates, charges, and conditions for temporary service will be the same as those prescribed for permanent service.

5.03 CONNECTIONS TO FIRE HYDRANTS

Fire hydrants connected to District mains are for use by the District and by public fire protection agencies. Other parties desiring to use water from fire hydrants for any purpose must obtain written permission from the General Manager in the form set forth in Appendix D, Permit to Use District Facilities, and from the appropriate fire protection agency prior to use, and shall operate the hydrant according to the instructions issued by the District. Unauthorized use will be subject to penalty and will be prosecuted according to law. Notwithstanding all other penalties, charges for unauthorized use of water through fire hydrants will be subject to the appropriate charge specified in Appendix B. Any connection to a fire hydrant must comply with the cross-connection control requirements set forth in Article 8 hereof.

5.04 WATER FOR CONSTRUCTION NEEDS

Water used for temporary construction needs, such as grading or dust control, is classified by the District to be surplus water. Supply of such water can be terminated without notice in the event of water shortage, water rationing, general emergency, or anytime deemed necessary by the District. Recipients of water for construction needs shall be considered Temporary Water Consumers (potable) and Temporary Water Customers (recycled) as defined in Article 3. Any water supplied for construction needs must comply with the cross-connection control requirements set forth in Article 8 hereof.

5.04.01 **Potable Sources of Construction Water:** All requests for construction water shall be made on an approved permit form available in the District office and accompanied by the appropriate deposit amount as stated in that form, a copy of which is attached as Appendix D, Permit to Use District Facilities. Any costs involved in supplying such connections will be prepaid by the applicant. All applicants for construction water must be licensed contractors in the State of California and are required to comply with the rules, charges, and conditions of service set forth in Part 4 of Appendix A and in Appendix D.

5.04.02 **Recycled Sources of Construction Water:** All Requests for recycled water for construction purposes shall be made to the District in writing and accompanied by the appropriate deposit. All applicants for construction water must be licensed contractors or the property developer for the land upon which the recycled water will be used. When a metered or non-metered use changes from temporary or construction to permanent use, then an additional deposit, based upon the creditworthiness of the new customer, will be required if deemed necessary by the District in accordance with Section 6.02.04 of these Rules and Regulations. Any costs involved in supplying such metered or non-metered connections shall be prepaid by the applicant. Recycled water used for construction purposes shall be either through a temporary (metered or non-metered) connection or a permanent (metered) connection and billed at the Recycled Water Construction Rate identified in Appendix A. Use of recycled water for construction purposes through a temporary connection may be allowed at the discretion of the General Manager.

5.05 TEMPORARY WATER SERVICE

Temporary metered connections to any existing aboveground District facilities must be applied for by letter and will be subject to the approval of the General Manager. Any costs incurred in the installation of such a temporary meter shall be borne by the applicant. In the event the temporary use exceeds a duration of ninety days, the applicant must apply for permanent service or the District will terminate the temporary water service. Any temporary water service must comply with the cross-connection control requirements set forth in Article 8 hereof.

- END OF ARTICLE 5 -

ARTICLE 8

BACKFLOW AND CROSS-CONNECTION CONTROL

8.01 CROSS-CONNECTIONS

8.01.01 **General Provisions:** These regulations are adopted pursuant to the State Water Board's standards for backflow protection and cross-connection control, implemented through the California Cross-Connection Control Policy Handbook (effective July 1, 2024); and California Health and Safety Code Division 104, Part 12, Chapter 5, Article 2, section 116800; ~~of California Code of Regulations, Title 17, Sections 7583 through 7605 inclusive, entitled "Regulations Relating to Cross-Connections."~~ These provisions shall be in addition to, but not in lieu of, the controls and requirements of other regulatory agencies such as local government agencies and local and State health departments. These regulations are intended to protect the District's potable water supply and are not intended to provide regulatory measures for protection of consumers from the hazards of cross-connections within their own premises. Backflow prevention devices, as required in these provisions, shall be provided and maintained by the applicant, owner, or consumer at his/her expense. Such devices shall be located on the premises of the property served and shall not be considered part of the District's water distribution system. District personnel shall be provided access to such property as is provided in this Article.

It is the intent of these regulations to prevent any person, firm, or corporation from making or maintaining or causing to be made or maintained, temporarily or permanently, for any period of time whatsoever, any cross-connection between plumbing pipes or water fixtures being served with water by the District and any other source of water supply, or to maintain any sanitary fixture or other appurtenance or fixture which, by reason of its construction, may cause or allow backflow of water or other substances into the water supply system of the District.

The purpose of these regulations are:

- 8.01.01.01 To protect the District's water system against actual or potential cross-connections by isolating, within the premises, contamination that may occur because of some undiscovered or unauthorized cross-connection on the premises.
- 8.01.01.02 To eliminate existing connections between the District's water system and other sources of water that are not approved as safe and potable for human consumption.
- 8.01.01.03 To eliminate cross-connections between drinking water systems and other sources of water or processed water

used for any purpose whatsoever which jeopardize the safety of the potable water supply.

8.01.01.04 To prevent the making of cross-connections in the future.

8.02 CROSS-CONNECTION HAZARD ASSESSMENTS

8.02.01 In accordance with the State Water Board's requirements, the District shall perform cross-connection hazard assessments to evaluate premises served by the District's potable water system to determine if there are actual or potential cross-connections, the associated degree of hazard to public health and the type of backflow protection required. Hazard assessments are performed periodically and as needed. The District shall use a variety of methods to properly conduct cross-connection hazard assessments, including but not limited to consumer questionnaires, phone/email interviews, public records review, and on-premises inspections. The District will inform the customer of any necessary installations as specified in Article 8.12.

8.02.02 The District shall conduct cross-connection hazard assessments for all requests for new service. Plans and specifications must be submitted to the District upon request for review of possible cross-connection hazards as a condition of service for new service connections. If it is determined that a backflow prevention assembly is necessary to protect the public water system, the required assembly must be installed and tested before permanent service will be granted.

8.02.03 Any consumer who cannot or will not provide required information or not allow on-premises inspection to complete a hazard assessment shall be required to immediately install any cross-connection protection required under Article 8.03 as the District shall determine, at the consumer's cost and expense.

8.02.03 **CROSS-CONNECTION PROTECTION**

8.02.018.03.01 Whenever backflow protection has been determined necessary by the District, the consumer will be required to install an approved backflow prevention assembly at his/her expense. Any such assembly will be installed as close as practicable to the downstream side of the consumer's metered service or the connection to the District's distribution system in accordance with District Standard Drawing No. 4.

8.02.028.03.02 Whenever backflow protection has been determined to be necessary on a water supply line entering a consumer's premises, then any and all water supply lines from the District's mains entering such premises, buildings, or structures shall be protected by an approved backflow prevention assembly. The type of assembly to be installed shall be in accordance with the requirements set forth in these Rules and Regulations.

~~8.02~~8.04 ~~8.03~~ **REQUIREMENT FOR PROTECTION ASSEMBLIES**

~~8.04.01~~ **Protection from an Auxiliary Supply:** Each service connection originating from the District's water system for supplying water to premises having an auxiliary water supply shall be protected against backflow of water from the premises into the public water system, ~~unless the auxiliary water supply is accepted as an additional source by the District and is approved by the health agency.~~

~~8.04.02~~ **Protection from Processed Water:** Each service connection originating from the District's water system for supplying water to premises on which any substance is handled in such fashion as to permit its entry into the water system shall be protected against backflow of water from the premises into the public system. This shall include the handling of processed waters and waters originating from the District's water supply system which have been subject to deterioration in quality.

~~8.04.03~~ **Protection from Internal Cross-Connection:** Backflow prevention assemblies shall be installed on the service connection to any premises that has: (a) internal cross-connections, (b) intricate plumbing and piping arrangements, (c) restrictions where entry to all portions of the premises is not readily accessible for inspection purposes, making it impractical or impossible to determine whether or not cross-connections exist, or (d) if connection is temporary providing water for miscellaneous uses including construction.

~~8.03-04~~8.04.04 **Protection from Recycled Water:** A property which is also supplied with recycled water, in addition to the District's potable water supply, shall also comply with such additional cross-connection provisions specified in these Rules and Regulations pertaining to recycled water service. Protective devices will be required on the District's potable water services, although under no circumstances will the District tolerate an actual or potential cross-connection between the District's potable water supply and the consumer's on-site recycled water facilities. Tracer dyes may be periodically required to be introduced into the recycled water system by the owner, where feasible, so that the existence of cross-connections with (or backflow into) the potable water system will be visible. In all cases in which recycled water is used on individually and privately owned premises and is under individual and private control, such as in the case of an industrial user, or in which recycled water is used at schools and public parks with extensive systems and high public exposure and use, or in which the on-site recycled water system has additional pressure added through pumping, the District shall require a backflow prevention device on its potable water supply. The type of protection device shall be determined by the District in accordance with Articles ~~8.08 and 8.09~~7 herein.

~~8.03~~8.05 ~~8.04~~ **TYPE OF PROTECTION REQUIRED**

The type of protection that shall be provided to prevent backflow shall be commensurate with the degree of hazard that exists on the consumer's premises. The type of protective assembly that may be required includes: Double Detector Check Assembly (DDC),

Reduced Pressure Principle Backflow Prevention Assembly (RP), and an Air-Gap Separation (AG). The consumer may choose a higher level of protection than is required by the District. The minimum types of backflow protection to premises with varying degrees of hazard are listed below. Situations which are not covered shall be evaluated on a case-by-case basis, and the appropriate backflow protection assembly shall be determined by the District and/or health agency.

8.06 APPROVED BACKFLOW PREVENTION ASSEMBLIES

~~8.03-04~~**8.06.01** Only backflow prevention assemblies which have been approved through both laboratory and field evaluation tests performed in accordance with the State Water Board's regulations ~~approved by the District~~ shall be acceptable for installation by a consumer at his/her connection to the District's potable water system. The approved list ~~shall be~~ based on the current list periodically published by the University of Southern California Foundation for Cross-Connection Control.

~~8.03-02~~**8.06.02** The District will provide, upon request, to any interested or affected consumer a list of approved backflow prevention assemblies.

8.04~~8.06~~ BACKFLOW PREVENTION ASSEMBLY INSTALLATION

Backflow prevention assemblies shall be installed as close as practicable to the consumer connection. If a backflow prevention assembly cannot be located within five feet of the consumer connection, an alternate location may be proposed but must be approved by the District in a manner prescribed in Section 7603, Title 17, of the California Code of Regulations. Location of the assemblies should be as close as practical to the consumer's connection. The District shall have the final authority in determining the required location of a backflow prevention assembly. In any event, no connections will be permitted to be made to the service piping between the District's facilities and the backflow prevention assembly.

8.05~~8.07~~ PROTECTIVE ASSEMBLIES

The protective assembly required shall depend on the degree of hazard as tabulated below:

8.07.01 **Assembly for Auxiliary Water Supply:** At the service connection to any premises where there is an auxiliary water supply handled in a separate piping system with no known cross-connection, the District's water supply shall be protected by an approved, reduced-pressure principle backflow prevention assembly or air-gap separation ~~assembly~~.

8.07.02 **Assembly for Recycled Water:** At the service connection to any premises where the District's potable water system is used to supplement a recycled water supply, or where recycled water is used and there is no interconnection, the District's water supply shall be protected by an air-gap separation. The air-gap separation shall be located as close as practicable to the metered service, and all piping between the metered service and the receiving tank shall be visible or available for inspection. If these conditions cannot be reasonably met, the potable water supply shall be protected with

an approved, reduced-pressure principle backflow prevention assembly, providing this alternative is acceptable to both the District and the applicable health agency.

- 8.07.03 **Assembly for Objectionable Substance:** At the service connection to any premises on which a substance that would be objectionable (but not necessarily hazardous to health), if introduced into the District's water supply, is handled so as to constitute a cross-connection, the District's water supply shall be protected with an approved, reduced-pressure principle backflow prevention assembly installed in accordance with District standards.
- 8.07.04 **Assembly for Internal Cross-Connections:** At the service connection to any premises on which there is an auxiliary water supply where cross-connections are known to exist and which cannot be presently eliminated, the District's water supply shall be protected with an approved, reduced-pressure principle backflow prevention assembly installed in accordance with District standards or air-gap separation.
- 8.07.05 **Assembly For Toxic Substance:** At the service connection to any premises on which any material dangerous to health or toxic substance in toxic concentration is or may be handled, the District's water supply shall be protected by an air-gap separation. The air-gap separation shall be located as close as practicable to the metered service, and all piping between the metered service and receiving tank shall be visible or available for inspection. If these conditions cannot be reasonably met, the potable water supply shall be protected with an approved, reduced- pressure principle backflow prevention assembly, providing this alternative is acceptable to ~~both~~ the District and the applicable health ~~agencies~~y.
- 8.07.06 **Assembly for Sewage:** At the service connection to any sewage treatment plant or sewage pumping station, the District's water supply shall be protected by an air-gap separation. The air-gap separation shall be located as close as practicable to the metered service, and all piping between the metered service and receiving tank shall be visible or available for inspection. If these conditions cannot be reasonably met, the potable water supply shall be protected with an approved, reduced- pressure principle backflow prevention assembly, providing this alternative is acceptable to ~~both~~ the District and ~~the applicable~~ health ~~agencies~~y.
- 8.07.07 **Assemblies for Master Metered Connections and Looped Private Fire Protection Systems:** At service connections to any premises served by a master meter assembly, or which have a looped private fire protection system that is not maintained by the District, the District's water supply shall be protected with an approved, reduced-pressure principle backflow prevention assembly installed in accordance with District standards.
- 8.07.08 **Assemblies for Commercial and Industrial Developments:** At the service connection to any commercial or industrial development, the District's water supply shall be protected with an approved, reduced-

pressure principle backflow prevention assembly installed in accordance with District standards.

- 8.07.09 **Assemblies for Private Fire Protection Systems:** At the service connection to any Class I or II private fire protection system, the District's water supply shall be protected with an approved, double-detector check assembly installed in accordance with District Standard Drawing No. 20A. Other classes of private fire protection systems shall be protected with a minimum of an approved, double-detector check assembly installed in accordance with District standards. Higher levels of protection, as determined by the District, may be required for Class III or higher private fire protection systems.
- 8.07.10 **Assemblies for Landscape Irrigation Service:** At the service connection to any landscape irrigation service, including those for landscape maintenance districts, the District's water supply shall be protected with an approved, reduced-pressure principle backflow prevention assembly installed in accordance with District standards.
- 8.07.11 **Fire Protection System:** The District's water supply shall be protected by an air-gap separation on premises where the fire protection system is directly connected to the District's system and is interconnected with an unapproved auxiliary water supply. If these conditions cannot be reasonably met, the potable water supply shall be protected with an approved reduced pressure principle backflow prevention assembly, providing this alternative is acceptable to both the District and the health agency.
- 8.07.12 **Use of Pumps on Consumer's Side of the Meter:** When a consumer receiving service at the District's main or service connection must, by means of a pump of any kind, elevate or increase the pressure of the water received, the pump shall not be attached to any pipe directly connected to the District's main or service pipe. Such pumping or boosting of pressure shall be done from a sump, cistern, or storage tank which shall be served by the District's distribution facilities through an approved air-gap assembly. If these conditions cannot be reasonably met, the potable water supply shall be protected with an approved, reduced-pressure principle backflow prevention assembly, providing this alternative is acceptable to both the District and the health agency.

8.08.09 **BACKFLOW PREVENTION ASSEMBLY CHANGES**

Approval must be obtained before a backflow prevention assembly is removed, relocated, or replaced. All costs related to removal, relocation, replacement, repair, or testing of a backflow prevention assembly shall be borne by the consumer.

~~8.08.04~~ 8.09.01 **Removal:** The use of an assembly may be discontinued and the assembly removed from service upon presentation of sufficient evidence acceptable to the District to verify that a hazard no longer exists or is not likely to be created in the future.

~~8.08-02~~8.09.02 **Relocation:** An assembly may be relocated following confirmation by the District that the relocation will continue to provide the required protection and satisfy installation requirements. A retest will be required following the relocation of the assembly.

~~8.08-03~~8.09.03 **Repair:** An assembly may be removed and replaced, provided the water use is either discontinued until repair is completed and the assembly is returned to service or the service connection is equipped with other backflow protection approved by the District. A retest will be required following the repair of the assembly.

~~8.08-04~~8.09.04 **Replacement:** An assembly may be removed and replaced provided the water use is discontinued until the replacement assembly is installed. All replacement assemblies must be approved by the District and must be commensurate with the degree of hazard involved.

~~8.06~~8.10 ~~8.09~~ **SITE SUPERVISOR**

At each premises, where it is determined by the District to be necessary, a site supervisor shall be designated by and at the expense of the consumer. This site supervisor shall be responsible for the monitoring of the consumer's backflow prevention assemblies and for avoidance of cross-connections. In the event of contamination or pollution of the drinking water system resulting from a cross-connection on the premises, the District shall be immediately notified by the site supervisor so that appropriate measures may be taken to overcome the contamination. The consumer shall provide the District with the names of all site supervisors and notify the District whenever a change occurs, or on an annual basis, whichever occurs first.

~~8.11~~ ~~8.10~~ **RESPONSIBILITIES**

~~8.06-01~~8.11.01 **Cross-Connection Protection Determination:** It shall be the responsibility of the General Manager or their designee to determine whether any service connection or the handling of substances within the premises served is deemed to constitute a hazard to the District's water system and to determine the degree of hazard and to establish the requirements for protection. The General Manager or their designee shall accomplish the requirements for protection in conjunction with the applicable health agencyiesy.

~~8.06-02~~8.11.02 **Cross-Connection Protection Installation and Maintenance:** It shall be the responsibility of the consumer to install and maintain the required protective assembly and to have the assembly inspected and tested in accordance with Article 8.13 at least once a year , or upon change of ownership, whichever occurs first. Testing shall be performed by a person who has demonstrated to the District his/her competency in testing backflow devices. The assembly shall be repaired, overhauled, or replaced at the expense of the consumer whenever it is found to be defective. It shall be the duty of the District to see verify that these tests are made in accordance with the responsibility designated in Section 7584 of Title 17, California Code of RegulationsState Water Board's requirements.

8.11 WATER SYSTEM SURVEY

- 8.11.01 The District shall review all requests for new services to determine what degree and type of backflow protection is required. Plans and specifications must be submitted to the District upon request for review of possible cross-connection hazards as a condition of service for new service connections. If it is determined that a backflow prevention assembly is necessary to protect the public water system, the required assembly must be installed before service will be granted.
- 8.11.02 The District may require an on-premise inspection to evaluate cross-connection hazards. Any consumer who cannot or will not allow an on-premise inspection of his/her piping system shall be required to immediately install a District-approved backflow prevention assembly immediately downstream from the consumer's metered service.
- 8.11.03 The District may, at its discretion, require a re-inspection for cross-connection hazards on any premise to which it serves water. Any consumer who cannot or will not allow an on-premise inspection of his/her piping system shall be required to immediately install a District-approved backflow prevention assembly immediately downstream from the consumer's metered service.

~~8.07~~8.12 ~~8.12~~—CONSUMER NOTIFICATION – ASSEMBLY INSTALLATION

- 8.12.01 The District will notify the consumer of the findings of any such hazard assessment inspection provided for in Article 8.~~0244~~ above, listing corrective action to be taken if required. A period of approximately sixty (60) days will be given to complete all corrective action required, including installation of backflow prevention assemblies.
- 8.12.02 A second notice will be sent to each consumer who fails to take the required corrective action prescribed in the first notice within the time period allowed. The second notice shall give the consumer a two (2) week period to comply with the required corrective action. If no action is taken within the two (2) week period, the District will disconnect water service to the affected consumer until the required corrective actions are taken. The District may provide a short extension if the customer establishes to the District's satisfaction that there are material extenuating circumstances impacting their ability to complete the installation.

~~8.08~~8.13 ~~8.13~~—BACKFLOW PREVENTION ASSEMBLY TESTING

- 8.13.01 The owners of any premises on which, or on account of which, backflow prevention assemblies are installed shall have the assemblies tested by a person (tester) with valid certification from an ANSI accredited or State Water Board recognized organization who has demonstrated to the District his/her competency in testing these assemblies.

~~8.13.01~~ 8.13.02 Backflow prevention assemblies must be tested at least annually and immediately after installation, permanent relocation, or repair, ~~or when the ownership or downstream water use has been changed.~~ Testing intervals shall be set by the District. Required intervals for such testing ~~may are at minimum annually but~~ be shortened if it is determined by the District that a history of malfunctioning has been established, or if the degree of hazard makes more frequent ~~inspections advisable~~ testing prudent. No assembly shall be placed back into service unless it is functioning as required. A test report in a form provided by the District shall be ~~returned-submitted~~ to the District each time an assembly is tested, relocated, or repaired, ~~or when ownership or downstream water use has been changed.~~

~~8.13.02~~ 8.13.03 The District will supply affected consumers with a list of persons acceptable to the District to test backflow prevention assemblies, upon request. The District will notify affected consumers by mail or by e-mail with confirmation when initial, annual, or periodic testing of an assembly is required, ~~and also supply consumers with the necessary forms, which must be filled out and returned to the District each time an assembly is tested or repaired.~~

~~8.098.14~~ 8.14 **CONSUMER NOTIFICATION – TESTING AND MAINTENANCE**

8.14.01 The District will annually notify each affected consumer by mail or by e-mail with confirmation when it is time for the backflow prevention assembly installed at his/her service connection to be tested. This ~~written~~ notice shall provide the consumer approximately thirty (30) days in which to have the assembly tested and shall supply the consumer with the necessary form to be completed and submitted to the District.

8.14.02 A second notice shall be sent to each consumer who fails to test his/her backflow prevention assembly as prescribed in the first notice within the thirty (30) day period allowed. The second notice will give the consumer a two (2) week period to have the backflow prevention assembly tested.

8.14.03 A ~~third-final~~ notice shall be sent if no action is taken within the two (2) week period following the second notice. This notice shall provide the consumer with a final two (2) week period to have the backflow prevention assembly tested.

8.14.04 If the backflow prevention assembly still remains untested at the end of this final two (2) week period, the District shall proceed to disconnect the consumer's water service as set forth in Article 8.15. The water service will remain terminated until acceptable documentation of a successful test on the backflow prevention assembly is received ~~at the by the District office.~~

~~8.108.15~~ 8.15 **DISCONNECTION OF SERVICE FOR CROSS-CONNECTION VIOLATION**

Service of water to any premises may be disconnected by the District after reasonable notification if unprotected cross-connections exist on the premises, if any defect is found in an installed backflow prevention assembly, or if a backflow prevention assembly has been removed or bypassed. Service will not be reconnected until such conditions or defects are corrected. Disconnection of service may be summary, immediate, and without notice whenever, in the judgment of the General Manager, General Manager's designee or health agency, such action is necessary to protect the purity of the water supply or the safety of the water system.

8.15.01 **Basis for Disconnection:** Conditions or water uses that create a basis for water service disconnection shall include, but are not limited to, the following:

8.15.01.01 Refusal to install a required backflow prevention assembly

~~8.15.01.02~~ 8.15.01.02 Refusal to allow access for a hazard assessment inspection to be completed

~~8.15.01.03~~ 8.15.01.03 Refusal to provide information required to complete a hazard assessment

~~8.15.01.02~~ 8.15.01.04 Refusal to test a backflow prevention assembly

~~8.15.01.03~~ 8.15.01.05 Refusal to repair a faulty backflow prevention assembly

~~8.15.01.04~~ 8.15.01.06 Refusal to replace a faulty backflow prevention assembly

~~8.15.01.05~~ 8.15.01.07 Direct or indirect connection between the District water system and a sewer line

~~8.15.01.06~~ 8.15.01.08 Unprotected direct or indirect connection between the District water system and a system or equipment containing contaminants

~~8.15.01.07~~ 8.15.01.09 Unprotected direct or indirect connection between the District water system and an auxiliary water system

~~8.15.01.08~~ 8.15.01.10 A situation which presents an immediate health hazard to the District water system

~~8.15.01.09~~ 8.15.01.11 If ordered by local or State Health Department

8.15.02 **Water Service Disconnection Procedures:** For conditions 8.15.01.01 through 8.15.01.11~~09~~, the District will disconnect service to a consumer's premises after ~~two (2)~~a written notices ~~has~~have been sent specifying the corrective action needed and the time period in which it must be done. If no action is taken within the allowed time period, water service will be disconnected. The District may disconnect any service without notice if an immediate health threat to other consumers or to the District's potable supply is evident.

- END OF ARTICLE 8 -

**APPENDIX D
PERMIT TO USE DISTRICT FACILITIES**

**WALNUT VALLEY WATER DISTRICT
271 S. Brea Canyon Road, Walnut, CA 91789
(909) 595-1268 FAX (909) 594-9532**

TO: Los Angeles County Fire Department, Station No. _____ No. _____

_____ Date _____

RE: PERMIT TO OBTAIN WATER FROM PUBLIC HYDRANT

This is to certify that the undersigned applicant has completed arrangements with the Walnut Valley Water District and has been granted permission, subject to your approval, to take water for construction purposes from Public Fire Hydrant(s) No(s) _____, located at _____ beginning _____ and ending on/or before _____. Water taken from the(se) fire hydrant(s) will _____ will not _____ be metered and applicant must:

_____ Provide and make use of an elevated water storage tank equipped with a float valve which is acceptable to the District and is of sufficient capacity so that a meter flow of 500 GPM will not be exceeded. (Tank may be required at District's sole option on any grading project exceeding 5,000 cubic yards of cut or fill.)

_____ Use only approved wrenches in operating valves on fire hydrant head or meter.

_____ Keep area around hydrant and water tank in a clean and neat condition at all times and return area around hydrant to its original condition after completion of water use.

_____ Confirm a "Public" hydrant is being used (if unsure hydrant is public please contact the water district).

Comply with the District's cross-connection control requirements, which requires temporary connections to be equipped with a reduced- pressure principle backflow prevention assembly or air gap.

The undersigned applicant represents and warrants they have the authority to sign this application and agrees to abide by the conditions set forth above and further understands and agrees to:

1. ☐ If Contractor,

- provide the District with a construction water security deposit in the amount of \$2,500.00 and install and maintain a reduced- pressure principle backflow prevention assembly or air gap as determined by the District at the time of application.

Or

- provide the District with a construction water security deposit in the amount of \$5,000.00 (includes the District installed reduced-pressure principle backflow prevention assembly).

- ☐ **If Public Agency,** agree to pay for all costs associated with the replacement of the meter and backflow prevention assembly should it be lost, stolen, or damaged. Person applying on behalf of public agency must provide agency identification.

2. Pay for metered water used at the metered construction water rate as established in Appendix A of the District's Rules and Regulations. **Two and one-half inch (2 1/2")** meters will be billed charges in accordance with the District's Rules and Regulations Appendix A – Rates and Charges for Water Service. These charges include a monthly service charge of \$49.00, a setup charge of \$50.00, and a ~~\$25.00~~ charge for each time the meter is relocated.

3. Be responsible for all bills for construction water, which are due upon presentation and delinquent twenty (20) days after date of invoice.

4. Be responsible for payment of the meter service charge until the District is notified to remove the service.

5. Be advised that, unless otherwise notified, construction service may be removed by the District on the permit expiration date.

APPENDIX D

- 6. Be advised that the District has classified water used for construction purposes as surplus water and, in time of water shortage, water rationing, general emergency, or at any time deemed necessary by the District, supply of such water can be terminated without notice.
- 7. Be further advised that the District does not guarantee any specific quantities or quality of water, pressures or flows with respect to the construction water provided hereunder.
- 8. Be responsible for payment of the meter service charge and construction water charges until the District is notified to remove the service and for any and all costs incurred by the District in collecting that charge, including any attorneys' fees and court costs the District may incur in such collection efforts.

9. Applicant shall abide by the District's Rules and Regulations

(Applicant's Name)

(Address)

(Signature)

(Telephone No.)

APPROVED BY:

WALNUT VALLEY WATER DISTRICT

By_____



APPENDIX G

Walnut Valley Water District

271 S. Brea Canyon Road - Walnut, CA 91789

Phone: (909) 595-1268 - Fax: (909) 594-9019 - cservice@walnutvalleywater.gov
Office Hours: Monday - Thursday 7:00 a.m. to 5:00 p.m. Friday 7:00 a.m. to 4:00 p.m.

OWNER/TENANT AFFIDAVIT

Today's Date

Service Start Date

Service Address

City

State

Zip

Primary Applicant/Tenant Information

First Name

Last Name

Phone number

Email

Re-enter Email

Owner's Name

Full Name

Tenant Agreement

I have leased the property at the service address shown above and do hereby assume the responsibility for payment of all water service bills incurred at that property during my lease of the property. Further, I hereby authorize the above named owner of that property ~~the ability~~ to access my water service account associated with this property in order to confirm, among other things, water usage and payment history on this account. I further will defend, indemnify and hold the District, its officers, officials and employees harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with this Affidavit and enforcement of Walnut Valley Water District's policies with respect to water service being provided through this Affidavit. I further authorize Walnut Valley Water District and its authorized agents to access the property during such time as I have possession of it for purposes related to any inspection of, or for any third party to test, cross-connection control or backflow prevention facilities installed at the property. -I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Tenant Signature

Date



APPLICATION TO START WATER SERVICE (CONTINUED)

Property Owner Information

<i>First Name</i>		<i>Last Name</i>	
<i>Mailing Address</i>			
<i>City</i>	<i>State</i>	<i>Zip</i>	
<i>Phone number</i>	<i>Email</i>	<i>Re-enter Email</i>	
<i>Driver's License or Other ID Type</i>		<i>State</i>	<i>ID #</i>

Owner Agreement

I hereby affirm that I am the owner of the property at the service address shown above and do hereby grant permission to the Tenant identified above, to institute water service at the above service address. In granting this permission, I guarantee full payment of any water charges remaining unpaid on this account. I also recognize the fact that no new applications will be processed for service at this address until all charges imposed for water service provided pursuant to this Affidavit are paid in full. I understand, the Tenant has granted me access to inquire about the water service account associated with this property for purposes of confirming among other things, water usage, account balance, and payment history.

I acknowledge and agree that as the Owner of the property, I am responsible for ensuring that the premises comply with all applicable provisions of the Walnut Valley Water District's Rules and Regulations, including but not limited to requirements for recycled water use, cross-connection control, and backflow protection. I further authorize Walnut Valley Water District and its authorized agents to access the property, upon at least twenty-four (24) hours' prior written notice to me and the tenant for purposes related to any inspection of, or for any third party to test, cross-connection control or backflow prevention facilities installed at the property. Where compliance requires modifications, repairs, or improvements to the property that the Tenant cannot lawfully perform under the terms of their lease, I, as Owner, accept full responsibility for completing such work at my own cost. I further acknowledge that while the District may discontinue service for non-compliance, such discontinuance shall not relieve me of liability for correction of deficiencies or payment of all charges on the account.

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Owner Signature

Date

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Operations
DATE: September 15, 2025
SUBJECT: Capital Improvement Program Budget Amendment & Authorization of Contract Services.

☒ **Action/Discussion**

☒ **Fiscal Impact**

☐ **Resolution**

☐ **Information Only**

Recommendation

The Board of Directors approve an amendment to the FY 2025-26 Capital Improvement Program (CIP) Budget consisting of:

1. A decrease of \$450,000 in replacement funds for the RCS System Brea Canyon Cut-Off Reservoirs Project (CIP Item 44).
2. An increase of \$50,000 in replacement funds for the Seismic Controller Upgrade 25-26 Project (CIP Item 5).
3. The creation of a new SCADA IT/OT Separation Project with a budget of \$400,000 from replacement funds.
4. Authorization for the General Manager to oversee, award, and execute any related documents and contracts without competitive bidding in a form acceptable to General Counsel.

Background Information

The District continuously evaluates its Capital Improvement Program to ensure resources are directed toward the most critical system needs while aligning with long-term replacement goals and financial plans. Based on a reassessment of project priorities and updated recommendations, staff propose the following budget adjustments:

- **RCS System Brea Canyon Cut-Off Reservoirs Project:** Originally budgeted at \$500,000, this project intended to install a Reservoir Control System (RCS) to improve chloramine residuals in the 770 Zone and enhance water quality. However, staff determined that addressing vulnerabilities in the District's Supervisory Control and Data Acquisition (SCADA) system—identified through the recent VADR (Validated Architecture Design Review) and strongly recommended by CISA (Cybersecurity and Infrastructure Security Agency)—is of higher immediate priority. The revised RCS project will be deferred and re-budgeted in FY 2026-27.
- **Seismic Controller Upgrade 25-26:** This project continues the District-wide installation of seismic controllers for reservoir facilities, with the next phase focusing on the Walnut College wood area. Unforeseen costs exceeded the original budget by approximately

\$50,000. Increasing the FY 2025-26 budget allocation to \$75,000 will allow completion of this critical resiliency measure.

- Currently, the District's SCADA Operational Technology (OT) and Information Technology (IT) are hosted within the same server environment, creating potential cybersecurity vulnerabilities. The Cybersecurity and Infrastructure Security Agency (CISA), a U.S. government agency responsible for protecting critical infrastructure from cyber and physical threats, performed an assessment on the District's IT and OT systems. Their assessment revealed that multiple pathways exist for outside access to SCADA OT due to the lack of physical and network separation. CISA recommends complete segregation of OT and IT systems to eliminate this risk. The proposed \$400,000 project will implement these recommendations by physically separating SCADA OT and IT infrastructure. Operations staff will confirm requirements with CISA before work begins. District-approved contractors, SoCal SCADA and Axelliant, will provide the necessary procurement and integration services. The timing of this project is critical as new hardware will be installed and moved into the new Administration Building, saving costs from physically moving hardware at a later date. In addition, these changes will increase the District's cybersecurity and enhance the protection of critical infrastructure.

The proposed CIP budget amendment reallocates funds to address critical cybersecurity and resiliency needs while maintaining the District's long-term infrastructure goals. Staff recommends Board approval and authorization for the General Manager to engage with current District contractors to complete the SCADA separation project.

INTEGRATED POTABLE AND RECYCLED WATER MASTER PLAN (P.N. 24-3813)

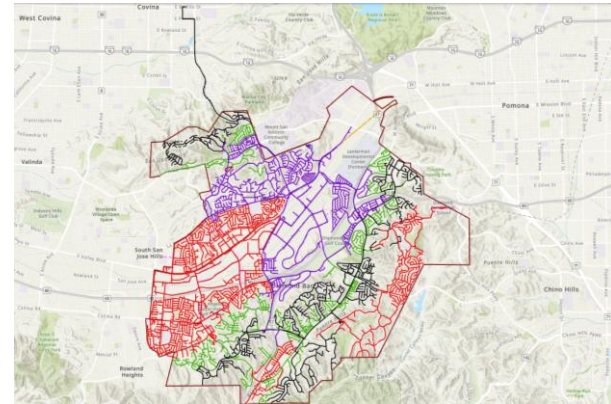


PROJECT MANAGER: BERTHA PEREZ/TAI DIEP

DESCRIPTION:

The Integrated Potable and Recycled Water Master Plan (IWMP) will evaluate the District's potable and recycled water systems, identify existing infrastructure deficiencies, and recommend mitigating Capital Improvement Program projects while incorporating additional potential regional water resources identified in companion studies (i.e. "Puente Basin Water Agency Regional Water Supply Program Update"). In addition, the IWMP will evaluate potable and recycled system operations, facilities, and demands based on the State Water Resources Control Board's adoption of water use efficiency objectives impacting the amount of water allowed for District's residential, commercial, industrial, and institutional customers. The IWMP will evaluate both the potable and recycled water systems to address infrastructure deficiencies by providing a comprehensive system evaluation and identifying a list of 20-year CIP projects.

LOCATION:



CONTRACT INFORMATION:

Company: West Yost
Contract Days: 365 calendar days

Schedule	Days
Award Date	02/18/2025
Executed Agreement	03/25/2025
Start	04/30/2025
Change Order(s)	None
End	
Acceptance of Work	

Contract Amount	Costs
Original	\$293,958
Change Order(s)	None
Revised	N/A
Earnings previous Month	\$46,202.75
Earnings to Date	\$86,686.50

PROGRESS STATUS:

- Kick-off meeting held on 04/30/25.
- 28% completion – Ch. 1 Existing Conditions

Monthly Progress Report – September 2025

DISTRICT HEADQUARTERS PARKING LOT PHASE 1A P.N. 19-3569-1

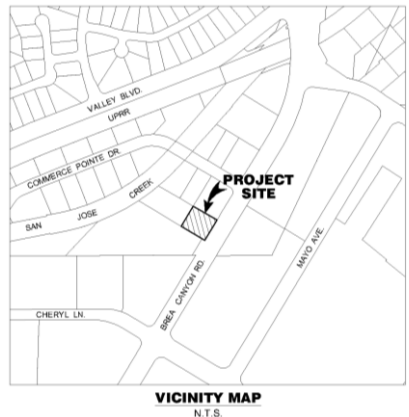


PROJECT MANAGER: BERTHA PEREZ/TAI DIEP

DESCRIPTION:

The District is proposing to improve the existing Headquarters site (future Operations & Maintenance building) under Phase 1A, which will construct a public parking lot for the New District Headquarters. The site improvements include earthwork, demolition and the new parking lot. Additionally, low-impact development and stormwater pollution prevention plan measures will be implemented to manage on-site stormwater runoff, incorporating BMPs, storm drains, curb gutters, and catch basins.

LOCATION:



CONTRACT INFORMATION:

Consultant: Civiltec Engineering, Inc.

Schedule	Days
Award Date	05/22/25
Notice to Proceed	05/22/25
Start	05/22/25
Change Orders	N/A
End	
Acceptance of Work	

Contract Amount	Costs
Original	\$56,280.00
Change Order(s)	None
Revised	N/A
Earnings previous Month	\$3,065.00
Earnings to Date	\$37,155.00

CONTRACT INFORMATION:

Contractor: DPR Construction

Schedule	Days
Award Date	09/02/25
Notice to Proceed	09/02/25
Start	09/02/25
Change Orders	N/A
End	
Acceptance of Work	

Contract Amount	Costs
Original	\$976,087
Change Order(s)	None
Revised	N/A
Earnings previous Month	\$0.00
Earnings to Date	\$0.00

PROGRESS STATUS:

Civiltec:

- Approved by the Board on 05/22/25
- Notice to Proceed issued on 05/22/25
- Grading permit issued on 07/15/25
- Planning Permit issued 09/04/25
- Need LA County Public Works Permit
- SWPPP Amendment completed 09/04/25
- 71% completion

DPR:

- The Board of Directors approved an overall budget of \$1.5M on 8/7/2025 for the project
- A 2nd quote for Construction services was obtained from Pacific Hydrotech in the amount of \$1,016,800

Monthly Progress Report – September 2025

OPERATIONS & MAINTENANCE SITE IMPROVEMENTS PHASE 2A P.N. 19-3569-0



PROJECT MANAGER: BERTHA PEREZ/TAI DIEP

DESCRIPTION:

The District is proposing to improve the existing Headquarters site (future Operations & Maintenance building) which will enhance material and equipment storage, house operations activities and provide parking for employees. The site improvements include earthwork, demolition, construction of a concrete pad for a new storage building, a new parking lot and rolling gate, and enhancements to the existing parking area in the southwest and northwest vicinities of the existing O&M building, developing the entrance and visitor parking area to the southeast, incorporating security fencing, a pedestrian gate, a rolling gate, on-site drainage improvements, and electrical work. Additionally, low-impact development and stormwater pollution prevention plan measures will be implemented to manage on-site stormwater runoff, incorporating BMPs, storm drains, curb gutters, and catch basins.



CONTRACT INFORMATION:

Contractor: Pacific Hydrotech Corp.
Contract Days: 270 calendar days

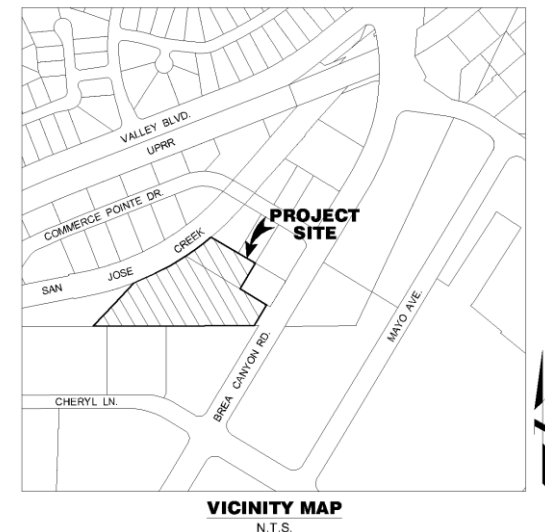
Schedule	Days
Award Date	05/01/25
Notice to Proceed	05/14/25
Start	07/08/25
Change Orders	N/A
End	
Acceptance of Work	

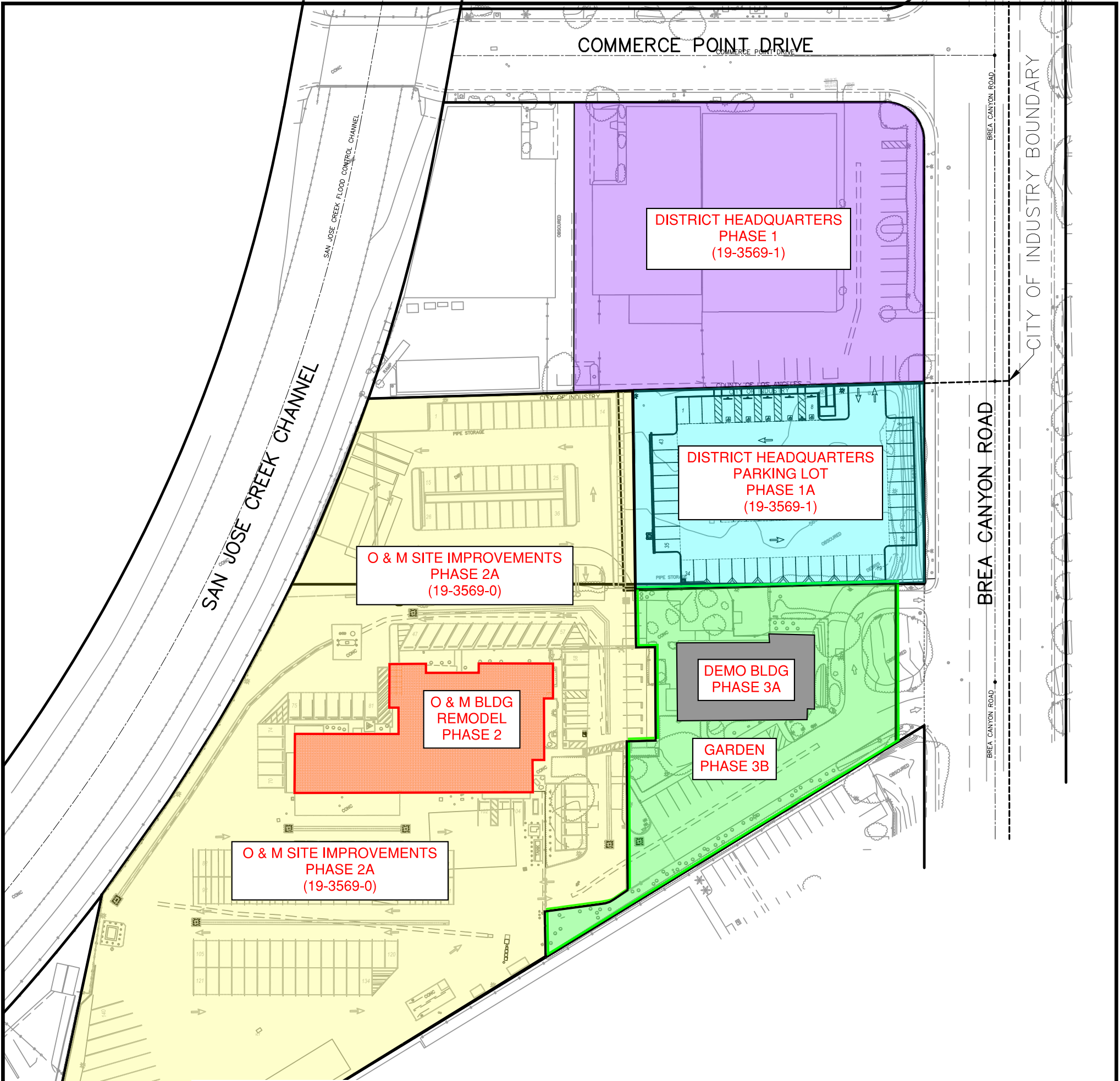
Contract Amount	Costs
Original	\$4,085,333.00
Change Order(s)	None
Revised	N/A
Earnings previous Month	\$243,500
Earnings to Date	\$437,940

PROGRESS STATUS:

- Approved by the Board on 05/01/25.
- Agreement executed on 05/14/25.
- Notice to Proceed issued on 05/14/25.
- Grading permit issued 5/16/25
- Awaiting retaining wall permit from City of Industry/LA County.
- SWPPP: Approved; WDID issued on 07/10/25.
- 11% completion

LOCATION:





						BOARD APPROVED		
PROJECT NO.	PROJECT PHASE	PROJET NAME	CONTRACTED SERVICES	EXECUTED AGREEMENT	AGREEMENT AMOUNT	AMMENDMENT/ CHANGE ORDER	AMMENDMENT/ CHANGE ORDER	TOTAL AGREEMENT AMOUNT
19-3569-1	1	DISTRICT HEADQUARTERS	LCDG - Architect	1/18/2022	\$442,100.00	8/21/2025	\$190,807.12	\$632,907.12
			CIVILTEC- Engr	10/14/2020	\$77,995.00	8/21/2025	\$43,870.00	\$121,865.00
			SEAROCK - Constr Mgt	9/21/2023	\$426,700.00	8/7/2025	\$304,107.00	\$730,807.00
			DPR - Contractor	6/21/2024	\$19,612,768.00	8/28/2025	\$3,049,127.61	\$22,661,895.61
			DSK - Landscape Architect	7/26/2021	\$33,750.00	8/21/2025	\$10,050.00	\$43,800.00
19-3569-1	1A	DISTRICT HEADQUARTERS PARKING LOT ¹	CIVILTEC - Engr	5/22/2025	\$56,280.00	N/A		
			DPR - Contractor	9/2/2025	\$976,087.00	N/A		
	2	O & M BUILDING REMODEL	LCDG-Architect	1/18/2022	\$256,530.00	8/21/2025	\$22,115.83	\$278,645.83
			SEAROCK - Constr Mgt	8/18/2025	\$305,200.00	N/A		
19-3569-0	2A	O & M SITE IMPROVEMENTS	CIVILTEC - Engr	10/14/2020	\$77,995.00	8/21/2025	\$113,108.00	\$191,103.00
			DSK-Landscape Architect	7/26/2021	\$33,750.00	8/21/2025	\$10,050.00	\$43,800.00
			PACIFIC HYDROTECH-Contractor	5/1/2025	\$4,085,333.00	N/A		
	3A	DEMO FRONT BUILDING	N/A					
	3B	GARDEN	N/A					

¹ The Board of Directors approved a \$1.5M budget for the project on 8/7/2025

August 2025 Operations Report



Field Customer Service

Type of Completed Service Order	Jul-25	Aug-25	FY Total	Monthly Avg (12 Month)	% of Total
Get Read/Verify Read	261	225	486	239	24.8%
Meter Repair	69	68	137	123	7.0%
Customer Transfer	207	172	379	154	19.3%
Delinquent Turn Off	158	86	244	113	12.5%
Delinquent Reconnection	141	76	217	105	11.1%
Leak Inspection	62	47	109	51	5.6%
Customer Leak Inspection - Beacon	35	32	67	22	3.4%
Customer Leak Follow Up	5	22	27	19	1.4%
Customer Requested Turn On/Off for Repair	18	25	43	17	2.2%
Cross Connection Control	25	18	43	22	2.2%
After Hours	28	9	37	15	1.9%
Other	84	86	170	103	8.7%
Total	1093	866	1959	981	

Underground Service Alerts

USAs Processed	Aug	FY Total	Monthly Avg (12 mo.)
Marked	74	115	91
Verified No Marks Required	424	865	422
Total	498	980	513



Water Distribution System Maintenance

Maintenance Type	Aug	FY Total	Monthly Avg
Valves	129	244	120
Fire Hydrants	87	135	63
Blow Offs	19	31	19
Air Vacs	0	1	3
Fire Hydrants Painted	116	240	131
Blow Offs Painted	14	66	26
Air Vacs Painted	11	34	20



August 2025 Operations Report (cont.)



Water System Repairs

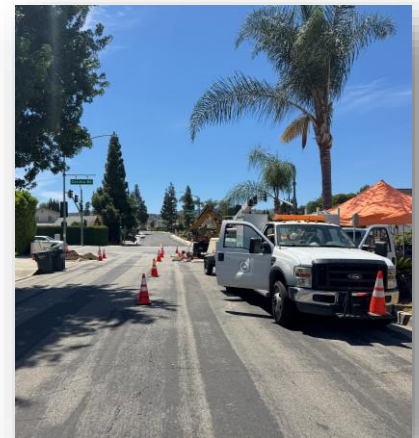
The Field Team performed 8 excavations to complete water system repairs in August. The table below provides dates and locations of the work events:

Board Division	Work Date	Address	City	Repair Type
Division 4	8/5/2025	1815 Bluehaven Dr.	Rowland Heights	Service Line Replacement
Division 1	8/11/2025	20225 Rim Ridge Rd.	Walnut	Valve Replacement
Division 1	8/13/2025	22127 Garibaldi Dr.	Walnut	Service Line Repair
Division 4	8/20/2025	1618 Ybarra Dr.	Rowland Heights	Service Line Replacement
Division 4	8/20/2025	19571 Windrose Dr.	Rowland Heights	Service Upgrade
Division 2	8/21/2025	23765 Gold Nugget Ave.	Diamond Bar	Service Line & Saddle Replacement
Division 3	8/25/2025	1433 Meadow Glen Dr.	Diamond Bar	Service Line & Saddle Replacement
Division 5	8/26/2025	22905 Dry Creek Rd.	Diamond Bar	Service Line Replacement

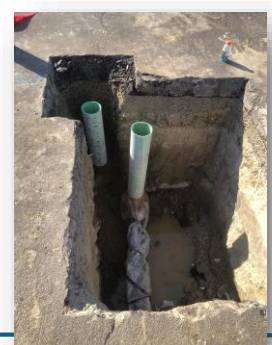
Monthly Totals

Type of Repair	Jun	Jul	Aug	Monthly Avg
Angle Meter Stop Replacement	4	0	9	5
Meter Setter Replacement	2	1	5	3
Service Line Repair	0	0	1	1
Service Line Replacement	5	9	3	7
Service Line & Saddle Replacement	2	1	2	2
Main Repair	2	1	0	1
Main Replacement	0	1	0	1
Valve Replacement	1	0	1	1
Sheared Fire Hydrant	3	0	0	2
Total	19	13	21	21

**1618 Ybarra Dr.
Service Line Replacement**



20225 Rim Ridge Rd. - Valve Replacement



August 2025 Operations Report (cont.)



Production & Water Quality

The Production Team performs various maintenance and repair activities to ensure the reliability of the District's water production and supply facilities. The table below is a summary of these activities.

Item	Jun-25	Jul-25	Aug-25	CY Total
Pump & Motor Maintenance	10	0	10	50
Production Meter Testing / Calibration	11	5	0	26
Cla-Val Inspections & Maintenance	2	0	2	18
Facility/Station Valve Maintenance	10	0	0	12
Generator & Emergency Pump Maintenance & Testing	12	13	16	94
Chemical Feed System & Analyzer Maintenance	20	12	22	104
Reservoir Inspections and Cleanings	0	0	0	7
Transmission Line Inspections	2	2	2	16
Motor Dip & Bake	0	0	0	3
Pump Rehabs	0	0	0	3
Electrical Panel Maintenance	0	0	0	0
Corrective Maintenance Items	15	13	8	76
Other General Maintenance Items	10	16	0	55
Total	92	61	60	464

The Production Team operated the potable water system facilities to meet an average daily demand of 17.3 million gallons a day (MGD). The maximum day demand was 18.3 MGD on August 25th.

Other notable work performed by the Production Team:

- Completed the installation and testing of Trailer #2 Residual Control System control panel and actuator.
- Troubleshoot and repaired Brea Canyon Cut-Off reservoir site PLC.
- Replace Hillrise reservoir site surveillance camera.
- Relocated emergency generator from Armitos to District yard and completed temporary installation.
- Completed IBC Booster Pump #4 installation after pump and motor rehab.
- Troubleshoot and repaired Parker Canyon seismic controller.
- 26 Manual dosing of reservoirs.



August 2025 Operations Report (cont.)



Production & Water Quality

The Production Team collects water quality samples to meet various drinking water regulations. The table below summarizes the water quality monitoring activities and regulatory reporting.

Compliance Monitoring Summary	Jun	Jul	Aug	CY Total	Monthly Avg
Distribution System Bacteriological Samples	100	125	100	862	108
Monthly THM's @ Inlets Samples	6	6	6	48	6
Monthly General Physical Samples	26	26	26	208	26
Qtrly THM's & HAA5 Samples	0	0	16	48	6
Qtrly TDS Reclaimed Samples	0	0	11	33	4
Qtrly PFAS (UCMR5) Samples	0	0	0	18	2
Other Samples Collected	2	5	6	18	2
Samples analyzed by District LAB	102	130	106	889	111
Reports Submitted to Regulator	9	4	6	53	7

There were 2 water quality complaints this month which were investigated and resolved.



Using the SCADA system, along with reservoir sampling, the Production Team continually monitors and adjust disinfectant residuals in the District's 28 potable water reservoirs. The table below summarizes the monthly data pertaining to effective management of disinfectant residuals:

Reservoir WQ Management	Jul	Aug	Monthly Avg (12 Month)
Average Disinfectant Residual (ppm)	1.99	2.49	2.20
Average Nitrite Level (ppm)	0.047	0.038	0.023
Hypochlorite Delivered (gal)	3249	5832	3331
Ammonium Sulfate Delivered (gal)	617	907	549
No. of Manual Tank Dosings	43	26	13

August 2025 Operations Report (cont.)

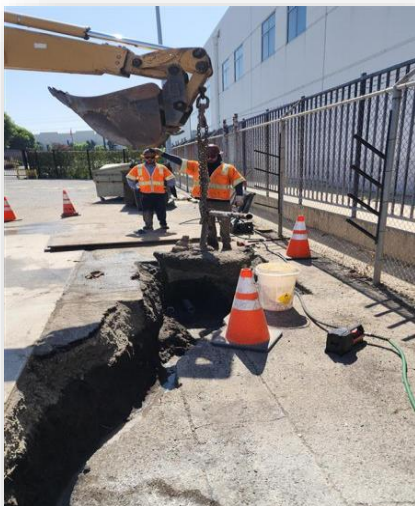


Water Maintenance and Facility

The Water Maintenance & Facility team performed 96 tasks related to the maintenance of facilities and the District's fleet submitted through the Work Order system (W.O.).

Type of Work Completed	Jun	Jul	Aug	CY Total	Monthly Avg
General Services Miscellaneous Tasks	70	80	70	676	85
General Building Maintenance	5	1	10	30	4
Warehouse Maintenance	1	1	1	10	1
Fleet Maintenance	10	9	8	62	8
Equipment Maintenance & Repairs	1	4	2	16	2
Site Irrigation Leak Repairs	5	21	4	45	6
Site Tree Maintenance	1	1	0	17	2
Site Miscellaneous Repairs	0	0	1	7	1
Inventory Movement	912	536	299	4226	528
Total	1005	653	395	5089	636

Notable work completed this month includes the replacement of the car wash valve, implementation of traffic control measures to ensure employee safety during construction, and fabrication of a hydrant buddy AMS key adapter.



Car Wash Valve @ District Yard

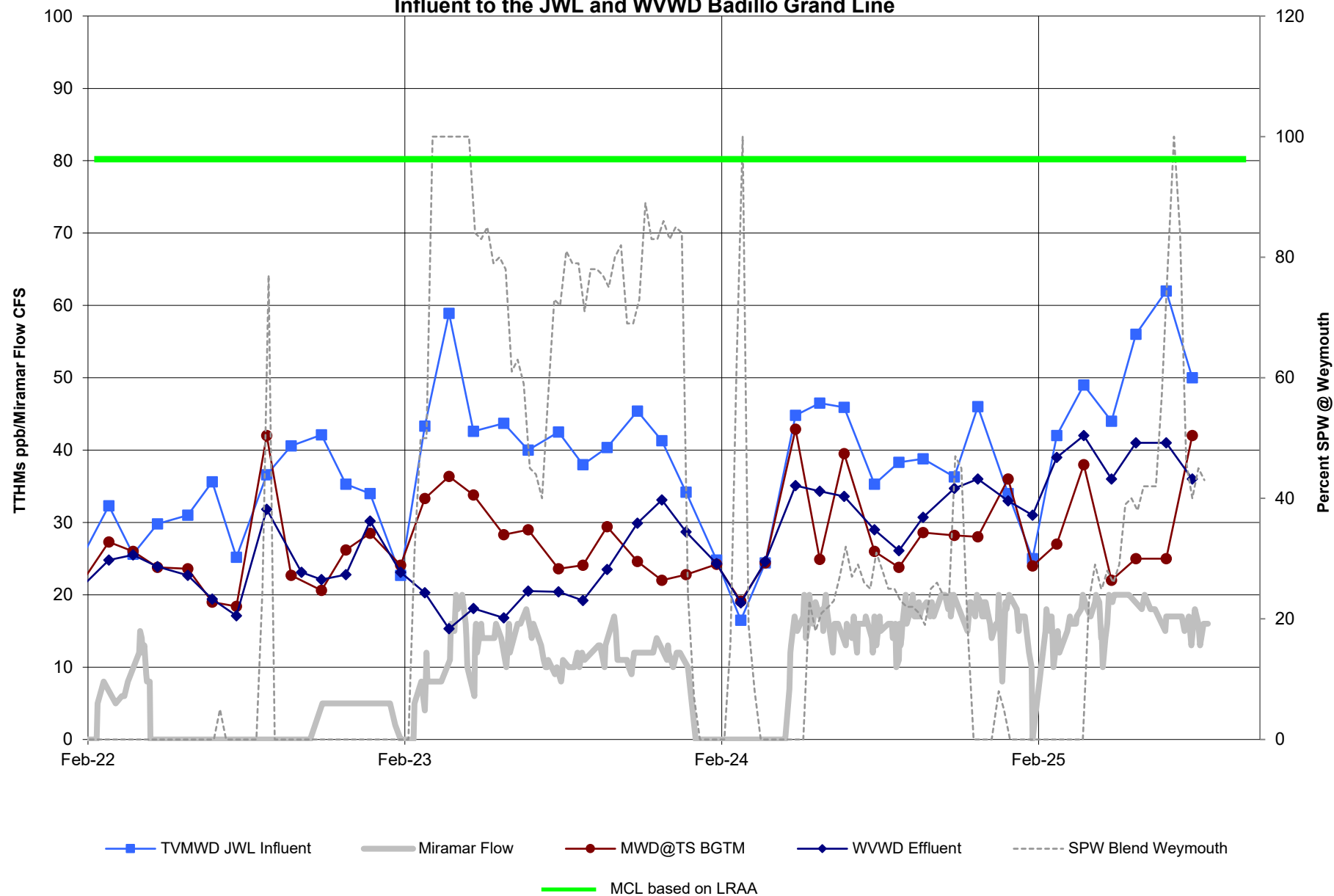


Traffic Control in Yard



Hydrant Buddy Adapter

Total Trihalomethanes (TTHMs) @ the Influent to the JWL and WWD Badillo Grand Line



WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Administrative Services
DATE: September 15, 2025
SUBJECT: 2026 ACWA JPIA Health Plan Renewals

☐ Action/Discussion

☒ Fiscal Impact

☐ Resolution

☒ Information Only

Recommendation

Information only.

Background Information

The District has received the ACWA JPIA medical, dental, and vision insurance premium rates for calendar year 2026 (effective January 1, 2026). The District continues to be eligible for the “Incentive” premium pricing for the medical plans, which is 4% less than the “Standard” pricing, due to our continued compliance with all of the ACWA JPIA plan requirements.

The following is a description of the premium changes for all of the plans.

Medical

Anthem Blue Cross Plan Premiums

PPO Plans

- A rate increase of 10%.

HMO Plans

- A rate increase of 4.84%.

Kaiser Plan Premium

- A rate increase of 4.13%.

Dental

The Delta Dental PPO plan will have a 3% increase for 2026. The administrative fee of \$4.50 per month/per employee will remain the same.

The Delta Care HMO plan will have a 0% increase for 2026. The administrative fee of \$4.50 per month/per employee will remain the same.

Vision

The Vision Service Plan (VSP) will have a 0% increase for 2026. The composite rate premium will remain at \$24.40 per month. The vision premium administrative fee of \$2.00 per person will remain the same.

Employee Assistance Program (EAP)

The EAP enables employees and members of their immediate families an avenue to receive private, professional counseling services to assist them with personal problems that may affect an employee's life and work. It also includes access to free legal and financial consultations, dependent care and daily living assistance.

The plan will have a 0% increase for 2026. The administrative fee of \$2.48 per month/per employee will remain the same.

Summary

The total impact to the District for the combined medical, dental, and vision premiums are estimated to increase \$12,506 per month or a total of \$75,037 for the 2025-26 fiscal year. As established in the 2023-2027 Terms and Conditions of Employment, the District pays the lowest premium for family coverage, excluding the CDHP. The 2026 allocation amount is \$2,276.93 per month, per employee, which provides funding for medical, dental, and vision coverage for each employee.

Attachments:

- Medical, Dental and Vision Insurance Rate History

**WALNUT VALLEY WATER DISTRICT
MEDICAL INSURANCE RATES HISTORY**

Anthem Blue Cross Classic PPO									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	810.70	7.15	0.89%	1,651.56	14.67	0.90%	2,132.06	(68.34)	-3.11%
2020	811.33	0.63	0.08%	1,622.67	(28.89)	-1.75%	2,150.03	17.97	0.84%
2021	809.69	(1.64)	-0.20%	1,619.37	(3.30)	-0.20%	2,145.67	(4.36)	-0.20%
2022	769.20	(40.49)	-5.00%	1,538.41	(80.96)	-5.00%	2,038.39	(107.28)	-5.00%
2023	692.28	(76.92)	-10.00%	1,384.56	(153.85)	-10.00%	1,834.54	(203.85)	-10.00%
2024	775.36	83.08	12.00%	1,550.72	166.16	12.00%	2,054.70	220.16	12.00%
2025	852.90	77.54	10.00%	1,705.80	155.08	10.00%	2,260.19	205.49	10.00%
2026	938.19	85.29	10.00%	1,876.38	170.58	10.00%	2,486.20	226.01	10.00%

Anthem Blue Cross Advantage PPO									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	\$ 682.57			\$ 1,388.89			\$ 1,792.51		
2020	697.75	15.18	2.22%	1,395.49	6.60	0.48%	1,849.03	56.52	3.15%
2021	712.52	14.77	2.12%	1,425.05	29.56	2.12%	1,888.19	39.16	2.12%
2022	676.90	(35.62)	-5.00%	1,353.80	(71.25)	-5.00%	1,793.78	(94.41)	-5.00%
2023	609.21	(67.69)	-10.00%	1,218.42	(135.38)	-10.00%	1,614.41	(179.37)	-10.00%
2024	682.31	73.10	12.00%	1,364.62	146.20	12.00%	1,808.12	193.71	12.00%
2025	750.54	68.23	10.00%	1,501.08	136.46	10.00%	1,988.93	180.81	10.00%
2026	825.59	75.05	10.00%	1,651.18	150.10	10.00%	2,187.81	198.88	10.00%

Anthem California Care HMO									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	703.42	-	0.00%	1,396.98	-	0.00%	1,873.37	-	0.00%
2020	765.21	61.79	8.78%	1,530.41	133.43	9.55%	2,027.79	154.42	8.24%
2021	823.38	58.17	7.60%	1,646.76	116.35	7.60%	2,181.96	154.17	7.60%
2022	857.83	34.45	4.18%	1,715.65	68.89	4.18%	2,273.24	91.28	4.18%
2023	905.15	47.32	5.52%	1,810.30	94.65	5.52%	2,398.65	125.41	5.52%
2024	954.71	49.56	5.48%	1,909.42	99.12	5.48%	2,529.98	131.33	5.48%
2025	1,001.76	47.05	4.93%	2,003.52	94.10	4.93%	2,654.66	124.68	4.93%
2026	1,050.21	48.45	4.84%	2,100.42	96.90	4.84%	2,783.06	128.40	4.84%

Kaiser									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	623.16	15.34	2.52%	1,236.43	31.47	2.61%	1,745.45	44.55	2.62%
2020	640.65	17.49	2.81%	1,264.30	27.87	2.25%	1,781.93	36.48	2.09%
2021	697.92	57.27	8.94%	1,378.84	114.54	9.06%	1,944.00	162.07	9.10%
2022	681.82	(16.10)	-2.31%	1,346.64	(32.20)	-2.34%	1,898.45	(45.55)	-2.34%
2023	673.19	(8.63)	-1.27%	1,346.38	(0.26)	-0.02%	1,871.47	(26.98)	-1.42%
2024	740.13	66.94	9.94%	1,480.26	133.88	9.94%	2,057.56	186.09	9.94%
2025	780.19	40.06	5.41%	1,560.38	80.12	5.41%	2,168.93	111.37	5.41%
2026	812.45	32.26	4.13%	1,624.90	64.52	4.13%	2,258.61	89.68	4.13%

Anthem Value HMO									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	647.94			1,286.01			1,724.29		
2020	704.82	56.88	8.78%	1,409.64	123.63	9.61%	1,867.77	143.48	8.32%
2021	758.41	53.59	7.60%	1,516.81	107.17	7.60%	2,009.77	142.00	7.60%
2022	790.13	31.72	4.18%	1,580.26	63.45	4.18%	2,093.85	84.08	4.18%
2023	833.72	43.59	5.52%	1,667.44	87.18	5.52%	2,209.36	115.51	5.52%
2024	879.38	45.66	5.48%	1,758.76	91.32	5.48%	2,330.35	120.99	5.48%
2025	922.71	43.33	4.93%	1,845.42	86.66	4.93%	2,445.18	114.83	4.93%
2026	967.34	44.63	4.84%	1,934.68	89.26	4.84%	2,563.45	118.27	4.84%

Anthem CDHP									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	650.54			1,323.23			1,707.62		
2020	649.07	(1.47)	-0.23%	1,298.13	(25.10)	-1.90%	1,720.03	12.41	0.73%
2021	647.75	(1.32)	-0.20%	1,295.50	(2.63)	-0.20%	1,716.54	(3.49)	-0.20%
2022	615.36	(32.39)	-5.00%	1,230.72	(64.78)	-5.00%	1,630.71	(85.83)	-5.00%
2023	553.82	(61.54)	-10.00%	1,107.64	(123.08)	-10.00%	1,467.62	(163.09)	-10.00%
2024	620.28	66.46	12.00%	1,240.56	132.92	12.00%	1,643.74	176.12	12.00%
2025	682.31	62.03	10.00%	1,364.62	124.06	10.00%	1,808.12	164.38	10.00%
2026	750.54	68.23	10.00%	1,501.08	136.46	10.00%	1,988.93	180.81	10.00%

**WALNUT VALLEY WATER DISTRICT
MEDICAL INSURANCE RATES HISTORY
RETIREE MEDICARE PLANS**

United Healthcare Medicare Advantage PPO									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2022	\$ 392.49	\$ -	\$ -	\$ 784.98	\$ -	\$ -	\$ 1,160.47	\$ -	\$ -
2023	404.70	12.21	3.11%	809.40	24.42	3.11%	1,214.10	53.63	4.62%
2024	412.45	7.75	1.91%	824.90	15.50	1.91%	1,237.35	23.25	1.91%
2025	512.45	100.00	24.25%	1,024.90	200.00	24.25%	1,537.35	300.00	24.25%
2026	557.45	45.00	8.78%	1,114.90	90.00	8.78%	1,672.35	135.00	8.78%

Kaiser Retired w/Medicare									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	Percent of Increase3	Family	Monthly Increase4	Percent of Increase5
2019	195.05	4.46	2.34%	380.21	8.92	2.40%	na		
2020	206.04	10.99	5.63%	395.08	14.87	3.91%	912.71		
2021	193.74	(12.30)	-5.97%	370.48	(24.60)	-6.23%	935.64	22.93	2.51%
2022	180.98	(12.76)	-6.59%	344.96	(25.52)	-6.89%	896.77	(38.87)	0.00%
2023	160.97	(20.01)	-11.06%	321.94	(23.02)	-6.67%	894.29	(2.48)	-4.42%
2024	184.04	23.07	14.33%	368.08	46.14	14.33%	1,007.76	113.47	12.38%
2025	197.12	13.08	7.11%	394.24	26.16	7.11%	na	na	na
2026	212.45	28.41	15.44%	424.90	56.82	15.44%	na	na	na

**WALNUT VALLEY WATER DISTRICT
DENTAL & VISION INSURANCE RATES HISTORY**

Delta Dental									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	of Increase3	Family	Monthly Increase4	of Increase5
2019	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2020	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2021	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2022	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2023	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2024	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2025	46.23	-	0.00%	94.11	-	0.00%	164.17	-	0.00%
2026	47.48	1.25	2.70%	96.80	2.69	2.86%	168.96	4.79	2.92%

Delta PMI									
Year	Single	Monthly Increase	Percent of Increase	Couple	Monthly Increase2	of Increase3	Family	Monthly Increase4	of Increase5
2019	26.93	-	0.00%	43.10	-	0.00%	62.46	-	0.00%
2020	29.19	2.26	8.39%	45.36	2.26	5.24%	64.72	2.26	3.62%
2021	29.19	-	0.00%	45.36	-	0.00%	64.72	-	0.00%
2022	29.19	-	0.00%	45.36	-	0.00%	64.72	-	0.00%
2023	29.19	-	0.00%	45.36	-	0.00%	64.72	-	0.00%
2024	29.19	-	0.00%	45.36	-	0.00%	64.72	-	0.00%
2025	29.19	-	0.00%	45.36	-	0.00%	64.72	-	0.00%
2026	29.19	-	0.00%	45.36	-	0.00%	64.72	-	0.00%

Vision			
Year	Rate	Monthly Increase	Percent of Increase
2019	24.40	-	0.00%
2020	24.40	-	0.00%
2021	24.40	-	0.00%
2022	24.40	-	0.00%
2023	24.40	-	0.00%
2024	24.40	-	0.00%
2025	24.40	-	0.00%
2026	24.40	-	0.00%



POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION
WATER USE DISTRIBUTION & BILLING
JULY 2025

Report not received in time for packet publication.



October 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1 8AM TVMWD Board Meeting	2 8 AM PBWA Meeting	3	4
5	6	7 6:30PM Diamond Bar City Council Meeting	8 7PM Walnut City Council Meeting	9 4PM P-W-R Meeting	10	11
12	13 4PM Public Info Committee 4:30 PM Finance Committee 7PM Rowland Heights CCC Meeting	14 4PM Engineering Committee 4:30 PM Personnel Committee	15 8AM TVMWD Board Meeting	16	17	18
19	20 5PM WVWD Board Meeting	21 6:30PM Diamond Bar City Council Meeting	22 7PM Walnut City Council Meeting	23 4PM WVWD Workshop Meeting	24	25
26	27	28	29	30	31	1
2	3	Notes				



November 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3:30PM SPADRA Executive Committee 4PM Public Info Committee 4:30 PM Finance Committee	4PM Engineering Committee 4:30 PM Personnel Committee 6:30PM Diamond Bar City Council	8AM TVMWD Board Meeting	6	7	8
9	5PM WVWD Board Meeting 7PM Rowland Heights CCC Meeting	 Veteran's Day Observed-District Closed	12 7PM Walnut City Council Meeting	13 4PM WVWD Workshop Meeting	14	15
16	17	18 6:30PM Diamond Bar City Council Meeting	19 8AM TVMWD Board Meeting	20	21	22
23	24	25	26 7PM Walnut City Council Meeting	 Thanksgiving Day-District Closed	28	29
30	1	Notes				

December 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2 6:30PM Diamond Bar City Council Meeting	3 8AM TVMWD Board Meeting	4	5	6
7	8 4PM Public Info Committee 4:30 PM Finance Committee	9 4PM Engineering Committee 4:30 PM Personnel Committee	10 7PM Walnut City Council Meeting	11 8:00am PBWA Meeting	12	13
14	15 5PM WVWD Board Meeting	16 6:30PM Diamond Bar City Council Meeting	17 8AM TVMWD Board Meeting	18	19	20
21	22	23	24  Christmas Eve- District Closed	25  Christmas Day- District Closed	26	27
28	29	30	31	1	2	3
4	5	Notes				

**WALNUT VALLEY WATER DISTRICT
WATER SUPPLY AND CONSERVATION UPDATE
September 15, 2025**

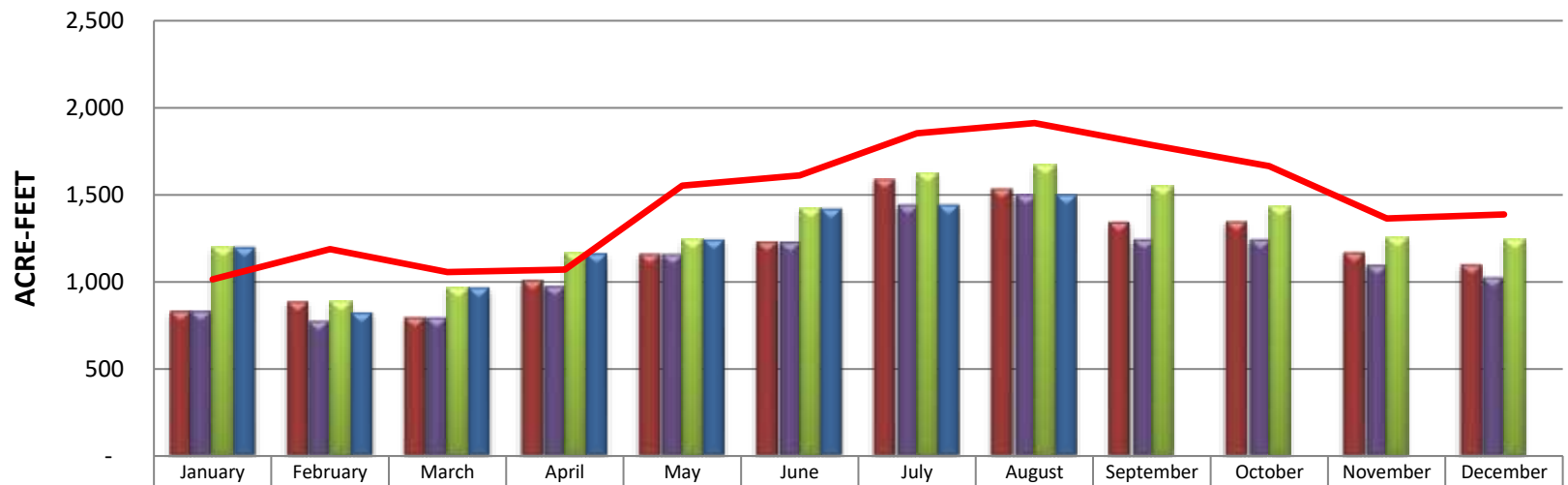


A	<u>Water Use</u> – Water usage for August 2025 was 1,502.25 acre-feet, a decrease of 21.44% compared to August 2020 and a decrease of 34.93% from August 2013. The average inflow into the system during the month was approximately 24.47 cfs (10,985.66 gallons per minute).	Exhibits
B	<u>Recycled Water Use</u> – During the month of August recycled water system delivered 3,261,352.39 G.P.D. , an increase of 2.27% compared to the use in August 2024. Of the recycled water delivered, 60.21% was from the District wells and no potable make-up water was used.	
C	<u>Production Report</u> – attached are: <ul style="list-style-type: none">▪ Purchased Water Projections (Two total)▪ Climate Summary▪ Monthly Consumption Versus the 2013 and 2020 Baseline Years (Two total)	

WALNUT VALLEY WATER DISTRICT
Calendar Year 2025 Purchased Water Estimate

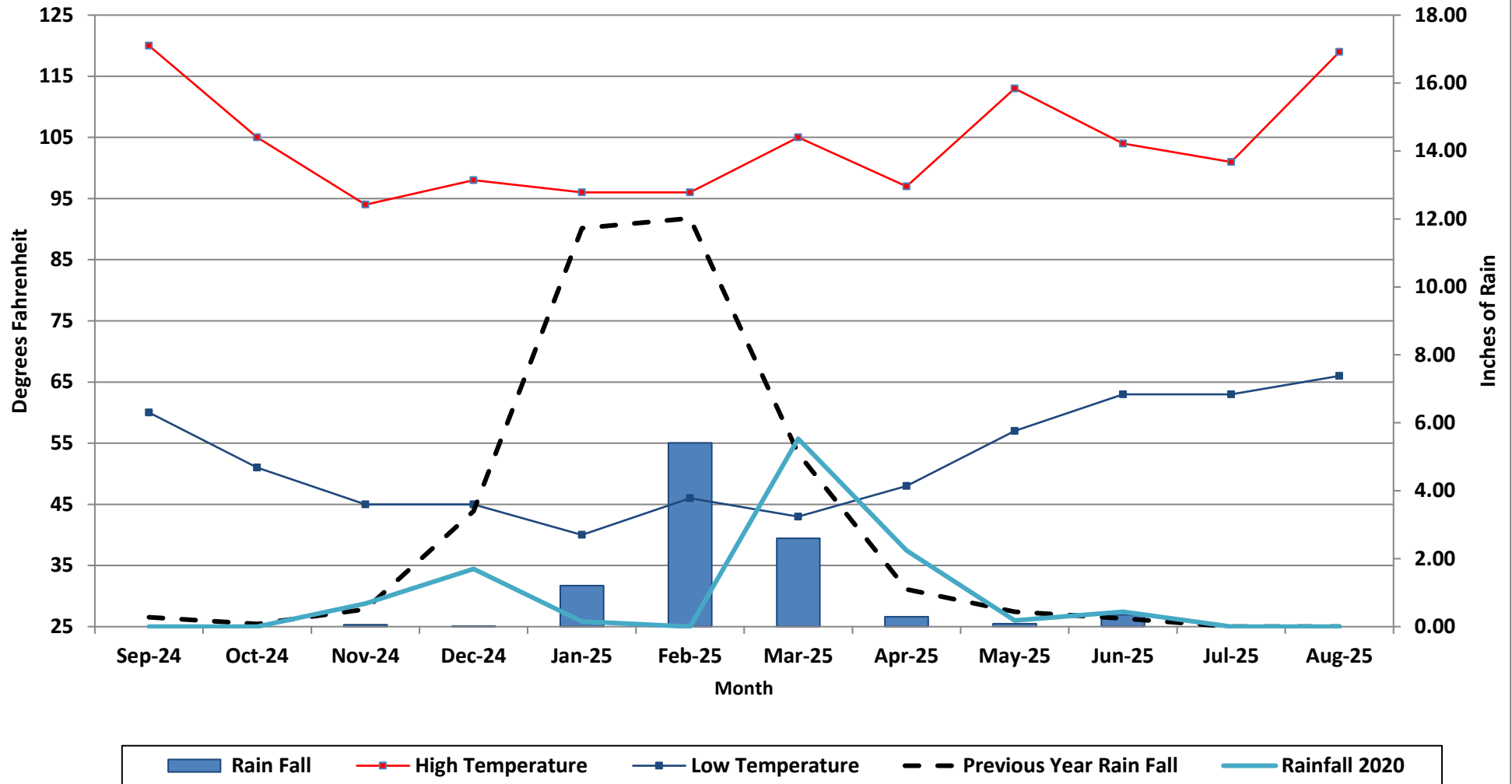
Actual Purchases (AF)		Projected Purchases (AF)				Baseline Year Purchases	
Month	Total	Budget	Low	High	Average	2013	2020
January	1,200	832	832	1,200	987	1,156	1,015
February	823	886	776	886	828	1,123	1,188
March	968	795	795	968	870	1,496	1,056
April	1,166	1,008	976	1,166	1,050	1,700	1,070
May	1,243	1,159	1,159	1,243	1,200	1,904	1,554
June	1,422	1,230	1,230	1,422	1,336	2,082	1,611
July	1,444	1,591	1,444	1,624	1,553	2,149	1,854
August	1,502	1,535	1,502	1,671	1,570	2,309	1,912
September	-	1,343	1,245	1,551	1,403	2,064	1,787
October	-	1,346	1,245	1,432	1,311	1,858	1,665
November	-	1,169	1,097	1,252	1,164	1,569	1,364
December	-	1,099	1,025	1,242	1,111	1,401	1,387
Total	9,768	13,993	13,326	15,658	14,382	20,810	17,461
Remaining Projected Purchases		4,957	4,612	5,478	4,989		
Total Projected Purchases		14,725	14,380	15,246	14,757		

Calendar Year 2025 Purchased Water



	January	February	March	April	May	June	July	August	September	October	November	December
Budget	832	886	795	1,008	1,159	1,230	1,591	1,535	1,343	1,346	1,169	1,099
Low	832	776	795	976	1,159	1,230	1,444	1,502	1,245	1,245	1,097	1,025
High	1,200	886	968	1,166	1,243	1,422	1,624	1,671	1,551	1,432	1,252	1,242
CY 2025	1,200	823	968	1,166	1,243	1,422	1,444	1,502	-	-	-	-
2020	1,015	1,188	1,056	1,070	1,554	1,611	1,854	1,912	1,787	1,665	1,364	1,387

Walnut Valley Water District Climate Summary



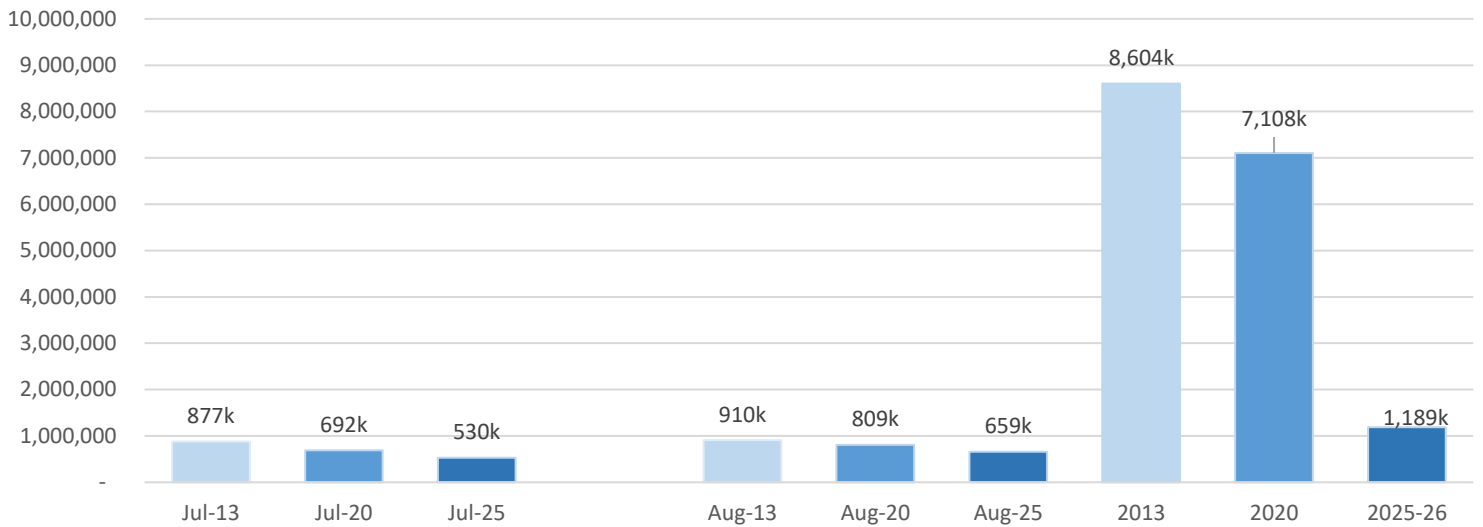
Walnut Valley Water District
Monthly Consumption Versus 2013 and 2020 Baseline Years

Consumption/Water Sales															
	July					August					YTD (FY 25-26)				
User Class	Jul-13	Jul-20	Jul-25	% Change 2013	% Change 2020	Aug-13	Aug-20	Aug-25	% Change 2013	% Change 2020	2013 YTD	2020 YTD	FY 25-26	% Change 2013	% Change 2020
COG	49,565	33,898	34,318	-31%	1%	53,435	39,559	38,673	-28%	-2%	103,000	73,457	72,991	-29%	-1%
COM	95,283	63,924	13,607	-86%	-79%	99,903	72,723	69,570	-30%	-4%	195,186	136,647	83,177	-57%	-39%
IND	13,038	9,433	6,850	-47%	-27%	13,123	10,277	7,581	-42%	-26%	26,161	19,710	14,431	-45%	-27%
MUL	82,038	71,993	62,388	-24%	-13%	81,050	79,211	69,831	-14%	-12%	163,088	151,204	132,219	-19%	-13%
RES	637,352	512,618	412,797	-35%	-19%	662,005	607,146	473,394	-28%	-22%	1,299,357	1,119,764	886,191	-32%	-21%
	877,276	691,866	529,960	-40%	-23%	909,516	808,916	659,049	-28%	-19%	1,786,792	1,500,782	1,189,009	-33%	-21%
IRRIGATION					IRRIGATION					YTD IRRIGATION					
User Class	Jul-13	Jul-20	Jul-25	% Change 2013	% Change 2020	Aug-13	Aug-20	Aug-25	% Change 2013	% Change 2020	2013 YTD	2020 YTD	FY 25-26	% Change 2013	% Change 2020
COG	32,727	25,224	23,874	-27%	-5%	35,845	28,580	25,071	-30%	-12%	68,572	53,804	48,945	-29%	-9%
COM	30,288	25,447	20,898	-31%	-18%	31,470	30,663	23,722	-25%	-23%	61,758	56,110	44,620	-28%	-20%
IND	2,001	1,283	1,223	-39%	-5%	2,318	1,689	1,320	-43%	-22%	4,319	2,972	2,543	-41%	-14%
RES	281	171	131	-53%	-23%	322	166	135	-58%	-19%	603	337	266	-56%	-21%
	65,297	52,125	46,126	-29%	-12%	69,955	61,098	50,248	-28%	-18%	135,252	113,223	96,374	-29%	-15%
RESIDENTIAL					RESIDENTIAL					YTD RESIDENTIAL					
Residential	Tier I	Tier II	Tier III	Total		Tier I	Tier II	Tier III	Total		Tier I	Tier II	Tier III	Total	
2013	277,522	274,324	85,506	637,352		278,209	284,325	99,471	662,005		555,731	558,649	184,977	1,299,357	
2020	209,156	255,409	48,053	512,618		213,223	316,022	77,901	607,146		422,379	571,431	125,954	1,119,764	
FY 25-26	142,163	229,219	68,923	440,305		143,362	245,550	84,482	473,394		285,525	474,769	153,405	913,699	
% Change 2013	-49%	-16%	-19%	-31%		-48%	-14%	-15%	-28%		-49%	-15%	-17%	-30%	
% Change 2020	-32%	-10%	43%	-14%		-33%	-22%	8%	-22%		-32%	-17%	22%	-18%	

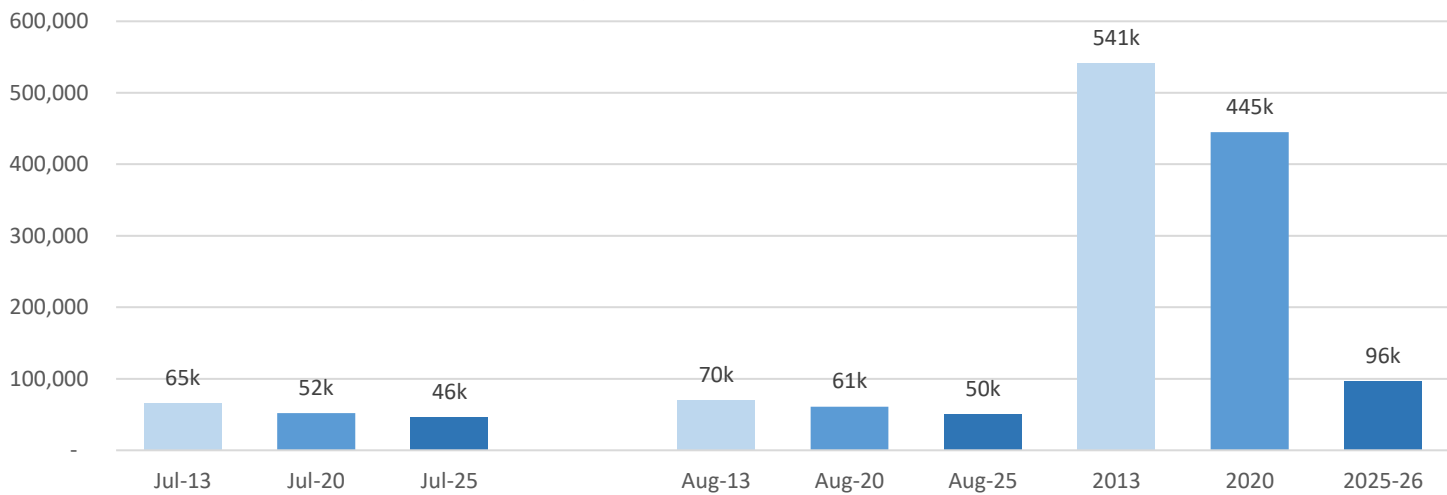
Water Purchases			
	July	August	Total
2013	2,148.67	2,308.73	4,457.40
2020	1,853.69	1,912.15	3,765.84
FY 25-26	1,443.82	1,502.25	2,946.07
% Change 2013	-33%	-35%	(0.68)
% Change 2020	-22%	-21%	(0.44)

WALNUT VALLEY WATER DISTRICT
CONSUMPTION DATA - CURRENT YEAR VERSUS 2013 & 2020 BASELINE

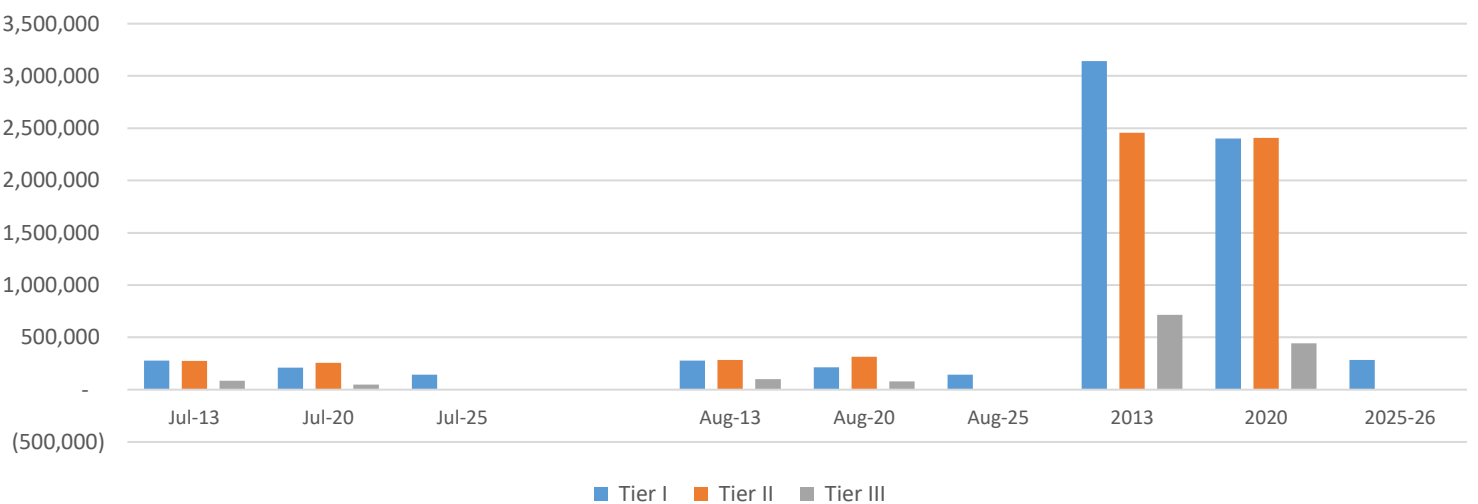
YTD Consumption Versus 2013 & 2020 Baseline



Irrigation Consumption Versus 2013 & 2020 Baseline



Residential Tiers Versus 2013 & 2020 Baseline





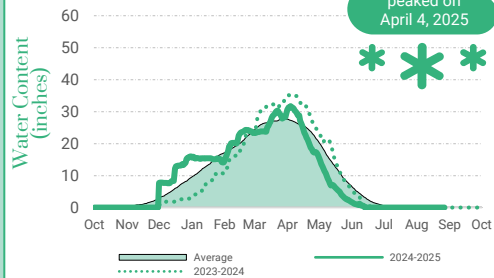
The Metropolitan Water District of Southern California's Water Supply Conditions Report (WSCR)

Water Year 2024-2025
As of: 08/27/2025

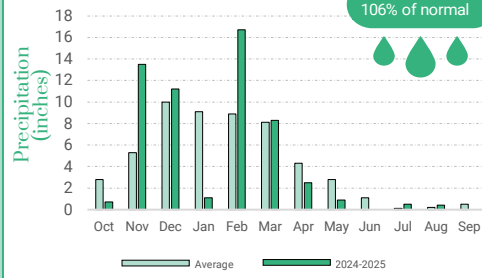
<https://www.mwdh2o.com/WSCR>

State Water Project

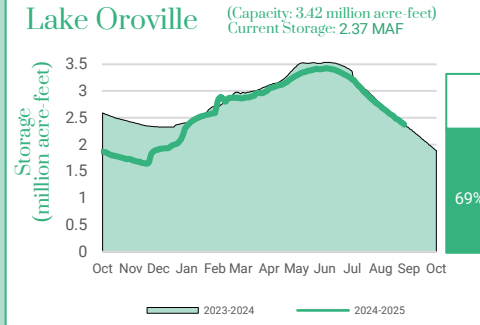
Northern Sierra Snow



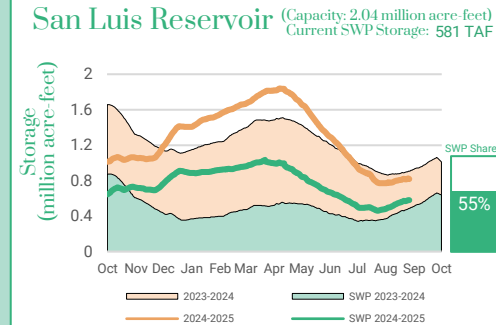
8 Station Index Rain



Lake Oroville

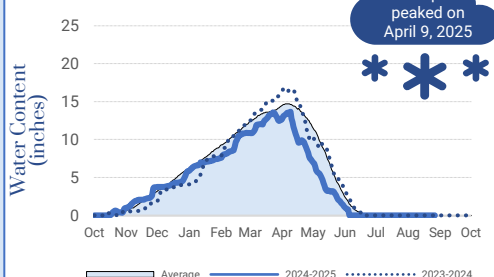


San Luis Reservoir

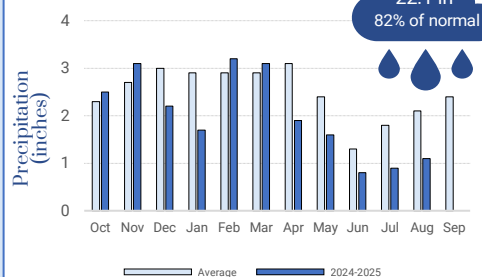


Colorado River

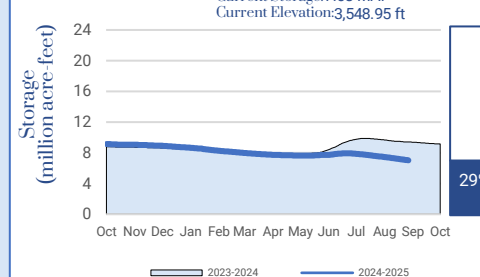
Colorado River Basin Snow



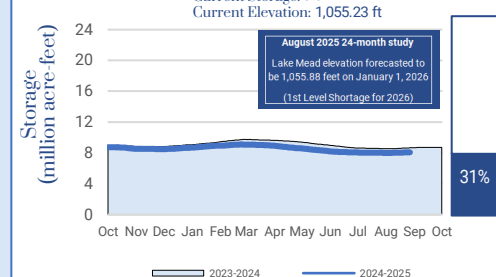
Colorado River Basin Rain



Lake Powell

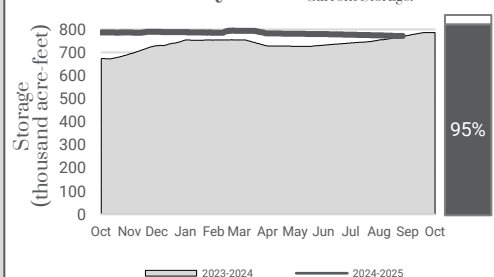


Lake Mead

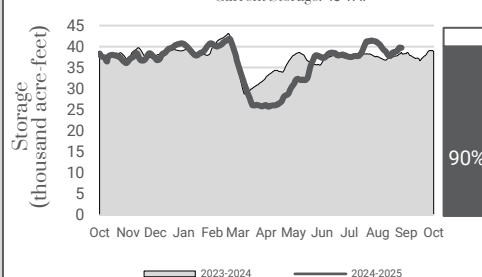


Metropolitan

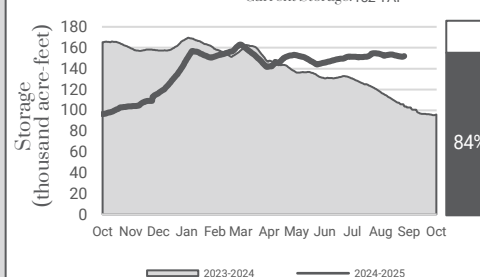
Diamond Valley Lake



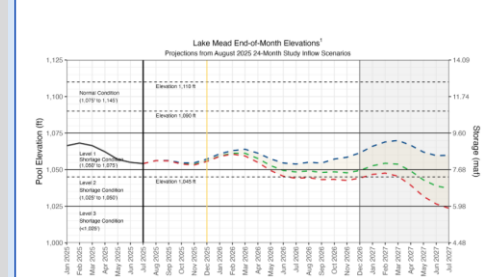
Lake Skinner



Lake Mathews



Lake Mead Forecast

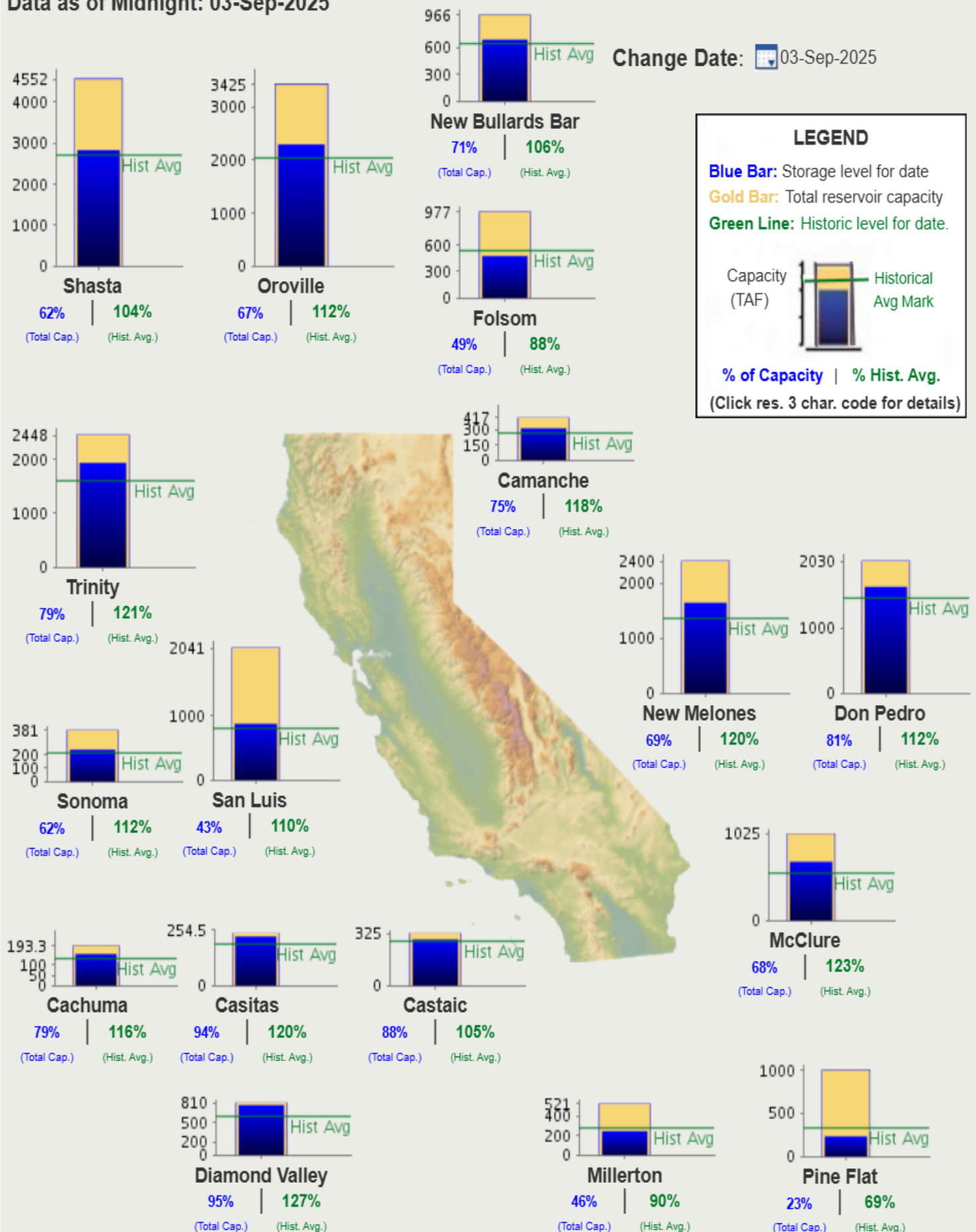


This report contains information from various federal, state, and local agencies.
The Metropolitan Water District of Southern California cannot guarantee the accuracy or completeness of this information.
Readers should refer to the relevant state, federal, and local agencies for additional or for the most up to date water supply information.
Questions? Reach out via the form: <https://forms.office.com/g/Gj3aRcAuCm>

WVWD Regular Board Meeting-September 15, 2025

CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS:03-SEP-2025

Data as of Midnight: 03-Sep-2025



[Click to download printable version of current data.](#)

Report Generated: 04-Sep-2025 2:14 PM

The CSI link has been disabled to zoom in, for the lack of historical data.

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
DATE: September 15, 2025
SUBJECT: Authorize the General Manager to Execute a Letter of Agreement with SitelogIQ for an Energy Services Feasibility Project

☒ Action/Discussion

☒ Fiscal Impact

☐ Resolution

☐ Information Only

Recommendation

That the Board of Directors authorize the General Manager to execute a Letter of Agreement (LOA) with SitelogIQ for the implementation of energy generation, electric vehicle charging, and energy management services.

Background

Walnut Valley Water District (District) has been approached by an energy solutions provider, SitelogIQ, for a potential energy savings project related to the new District headquarters. SitelogIQ has reviewed the District's current electrical usage and costs and proposed a 159kW solar photovoltaic system that would be installed on two shade structures; one in the new employee parking lot and one in the new public parking lot. These shade structures would cover approximately 42 parking spaces for the benefit of employees and the public. In addition, the project would install (6) Level 2 electric vehicle charging stations to be placed in both the employee and public parking lots. SitelogIQ provides a 30-year warranty on the solar panels and will provide design, installation, and maintenance.

The LOA is a commitment by the District to cover SitelogIQ's related engineering services. If SitelogIQ develops a viable energy services project and the District decides not to go forward, a development fee of \$12,000 would be owed. Conversely, if SitelogIQ is unable to succeed in developing a project in which the energy savings exceed the cost, there will be no amount owed by the District. If the District decides to move forward with SitelogIQ's project, the \$12,000 would be applied to the overall cost of the project. The total obligation resulting from this LOA is \$12,000.

Based on the initial assessment, the annual energy consumption for the District headquarters is 286,386 kWh and the annual cost is currently \$79,065. It is anticipated that the new Administration Building will lead to an energy usage multiplier of 1.3, totaling \$102,784. It is also anticipated that these costs will increase by a rate of 6% each of the following years, based on forecasted Southern California Edison rate increases. SitelogIQ has performed preliminary estimates and believes the project cost will be \$1,100,442. The Inflation Reduction Act (IRA) provides a 50% direct pay tax credit for these types of projects, which are currently estimated at \$550,221, bringing the District's final project cost to \$550,221. This project would need to be in construction by July 2026 and completed by December 2027 to be eligible for these funds.

After the project is designed, a final proposal will be brought to the Board for consideration, including funding options. It is anticipated that the project could be paid for by deferring other capital and/or replacement projects in FY26 or through financing over 20 years.