



AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 8, 2020 - 9:00 AM
1391 Engineer Street, Vista, CA 92081
Phone: (760) 597-3100

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board meeting, please contact the Board Secretary during regular business hours at (760) 597-3128. Notification received 48 hours before the meeting will enable the District to make reasonable accommodations.

1. CALL TO ORDER

2. ROLL CALL – DETERMINATION OF QUORUM

3. PLEDGE OF ALLEGIANCE

4. CONSIDER APPROVAL OF AGENDA

In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. An emergency is defined as a work stoppage, a crippling disaster, or other activity that severely imperils public health, safety, or both. Also, items that arise after the posting of the Agenda may be added by a 2/3 vote of the Board. Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. The Board may take action on any item appearing on the agenda.

5. ORAL COMMUNICATIONS

Members of the public may address the Board on items not appearing on the posted agenda, which are within the subject matter jurisdiction of the Board. Speakers are asked to limit their comments to five (5) minutes; the total time allowable for all public comment on items not appearing on the agenda at any one meeting may be limited. Comments on items listed on the agenda will be taken before or during discussion of the agenda item. Members of the public desiring to address the Board are asked to complete a speaker's slip available on the table near the entrance of the Boardroom and present it to the Board Secretary prior to the meeting.

6. CONSENT CALENDAR

Any member of the Board, staff or public may request that items from the Consent Calendar be removed for discussion. Items so removed shall be acted upon separately immediately following approval of items remaining on the Consent Calendar.

A. Minutes of the Board of Directors meeting on December 18, 2019

Recommendation: Approval of draft minutes.

B. Ratification of check disbursements

Recommendation: Adopt a resolution ratifying checks numbered 63362 through 63472 in the amount of \$501,703.06 pursuant to the cash disbursement report detailing expenditures.

7. DIVISION REPORTS

Informational reports by Operations and Field Services, Water Resources, Administration, and Engineering Divisions concerning District operations and activities.

8. INVESTMENT POLICY UPDATE

Recommendation: Adopt Resolution No. 20-XX approving the attached investment policy.

9. CALL FOR NOMINATIONS TO THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

Recommendation: Nominate Board member Jo MacKenzie for election to the San Diego Local Agency Formation Commission (LAFCO) Special District Member position.

10. DISTRICT COMMITTEES AND REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

Recommendation: Review and ratify committee and outside organization appointments for 2020.

11. MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY

Informational report by staff and directors concerning the San Diego County Water Authority.

12. MEETINGS AND EVENTS

A. Reports on meetings and events attended by Directors

B. Schedule of upcoming meetings and events

13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

This item is placed on the agenda to enable the Board to identify and schedule future items for discussion at upcoming Board meetings and/or identify press release opportunities.

14. COMMENTS BY DIRECTORS

This item is placed on the agenda to enable individual Board members to convey information to the Board and the public not requiring discussion or action.

15. COMMENTS BY GENERAL MANAGER

Informational report by the General Manager on items not requiring discussion or action.

16. ADJOURNMENT

- *The agenda package and materials related to an agenda item submitted after the packet's distribution to the Board, are available for public review in the lobby of the District office during normal business hours.*
- *Agendas and minutes are available at www.vidwater.org.*
- *VID Board meetings are generally held on the first and third Wednesday of each month.*

AFFIDAVIT OF POSTING

I, Lisa R. Soto, Board Secretary of the Vista Irrigation District, hereby certify that I posted a copy of the foregoing agenda in the lobby of the District office at 1391 Engineer Street, Vista, California at least 72 hours prior to the meeting, in accordance with Govt. Code Sec. 54954.2(a).

Date: January 2, 2020



Lisa R. Soto, Board Secretary



Agenda Item: 6

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto

SUBJECT: CONSENT CALENDAR

- A. Minutes of the Board of Directors meeting on December 18, 2019
- B. Ratification of check disbursements

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
VISTA IRRIGATION DISTRICT

December 18, 2019

A Regular Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, December 18, 2019 at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

President MacKenzie called the meeting to order at 8:32 a.m.

2. ROLL CALL

Directors present: Miller, Vásquez, Dorey, Sanchez, and MacKenzie.

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Lisa Soto, Secretary of the Board; Don Smith, Director of Water Resources; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Marlene Kelleher, Director of Administration; Matt Atteberry, Engineering Services Manager; Greg Keppler, Engineering Project Manager; and Ramae Ogilvie, Administrative Assistant. General Counsel David Cosgrove was also present.

Other attendees: Retiring employees James Green and Jay Vittachi were present, as were many of their friends and co-workers to honor them and wish them well in their respective retirements.

3. PLEDGE OF ALLEGIANCE

Director Miller led the pledge of allegiance.

4. APPROVAL OF AGENDA

President MacKenzie reordered the agenda for Items 19 and 20 to follow agenda Item 8.

19-12-126	<i>Upon motion by Director Vásquez, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the agenda as rearranged.</i>
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5. ORAL COMMUNICATIONS

No public comments were presented on items not appearing on the agenda.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

6. CONSENT CALENDAR

19-12-127	<i>Upon motion by Director Vásquez, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 19-36 approving disbursements.</i>
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A. Grant of Right of Way

See staff report attached hereto. Staff recommended and the Board accepted Grant of Right of Way (P84) for a 40-foot wide specific easement over a residential property consisting of approximately 0.58 gross acres owned by James and Lien Phan, located at 3476 La Mirada Drive, San Marcos (LN 2019-004; APN 219-061-15; DIV NO. 5).

B. Acceptance of Water System

See staff report attached hereto. Staff recommended and the Board accepted the water system for a commercial development project, known as Norm Reeves Honda-Vista, consisting of approximately 6.78 gross acres owned by Conant Properties XI, LP, located at 401 West Vista Way, Vista (I-3081; APN 164-290-65 DIV NO. 2).

C. Cancellation of Temporary Service Agreement

See staff report attached hereto. Staff recommended and the Board approved the cancellation of Temporary Service Agreement No. 348 for a single-family residential parcel consisting of approximately 0.41 gross acres owned by Oscar Byars, located at 1627 San Luis Rey Avenue, Vista (D-2330; LN 2017-004; APN 173-330-14; DIV NO. 1).

D. Addendum to Standard Agreement for Construction of Water System and Supplement to Standard Agreement

See staff report attached hereto. Staff recommended and the Board approved and authorized the General Manager to sign an Addendum to Standard Agreement for Construction of a Water System by Substitute Developer (Addendum) and Supplement to Standard Agreement (Supplement) between Vista Irrigation District, Warmington Vista 68 Associates LLC and D. R. Horton Los Angeles Holding Company, Inc. for a single-family subdivision known as Laurel Creek Condominiums located between Durian Street and Grapevine Road, Vista (I-3082; LN 2013-024; APN 166-110-42 and 166-080-85; DIV 2).

E. Minutes of the Public Affairs Committee meeting on November 19, 2019

The Board noted and filed the minutes of the Public Affairs Committee meeting on November 19, 2019, which were provided for informational purposes.

F. Minutes of Board of Directors meeting on November 20, 2019

The minutes of November 20, 2019 were approved as presented.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

G. Resolution ratifying check disbursements

RESOLUTION NO. 19-36

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 63098 through 63361 drawn on Union Bank totaling \$1,470,667.66.

FURTHER RESOLVED that the Board of Directors does hereby authorize the execution of the checks by the appropriate officers of the District.

PASSED AND ADOPTED unanimously by a roll call vote of the Board of Directors of Vista Irrigation District this 18th day of December 2019.

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7. RESOLUTION HONORING RETIRING VISTA IRRIGATION DISTRICT EMPLOYEE JAMES GREEN

See staff report attached hereto.

Director of Operations and Field Services Manager, Frank Wolinski noted that of Mr. James Green's 31+ years with Vista Irrigation District, 29 of them have been in the Operations Department. He commented that when Mr. Green retires at the end of the week, he will be taking a wealth of institutional knowledge with him, and he will be missed personally and professionally.

General Manager Brett Hodgkiss thanked Mr. Green for his service to the District and its customers, and he wished him and his family well in his retirement. Mr. Green thanked Mr. Hodgkiss and the Board, stating that his 31 years of employment with the District have been a pleasure. He thanked his friends and co-workers, with a special acknowledgement for those who respond after hours who might sometimes feel their work is under appreciated.

Director Dorey congratulated Mr. Green, with whom he worked for many years as a member of staff. President MacKenzie and the remaining members of the Board joined in congratulating Mr. Green. President MacKenzie read aloud the resolution to be presented in honor of Mr. Green.

19-12-128	<p><i>Upon motion by Director Dorey, seconded by Director Sanchez, the Board of Directors adopted Resolution 19-37 honoring retiring Vista Irrigation District employee James Green for 31 years of service to the District and its customers, by the following roll call vote:</i></p> <p>AYES: <i>Directors Miller, Vásquez, Dorey, Sanchez, and MacKenzie</i></p> <p>NOES: <i>None</i></p> <p>ABSTAIN: <i>None</i></p> <p>ABSENT: <i>None</i></p> <p><i>A copy of Resolution 19-37 is on file in the official Resolution Book of the District.</i></p>
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President MacKenzie presented Mr. Green with a framed copy of the above resolution and a gift from the Board. Mr. Green thanked the Board.

DRAFT MINUTES

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8. RESOLUTION HONORING RETIRING VISTA IRRIGATION DISTRICT EMPLOYEE JAY VITTACH

See staff report attached hereto.

Engineering Services Manager, Matt Atteberry noted that Mr. Vittachi will be retiring after 27 years of public service in the engineering field. Mr. Atteberry, who previously worked for the City of Vista (City), said he already knew Mr. Vittachi through interactions between the District and the City, and knew him to be knowledgeable and professional. Mr. Atteberry thanked Mr. Vittachi and congratulated him on his retirement. General Manager Brett Hodgkiss thanked Mr. Vittachi for his 18 years of service to the District and its customers, and wished him well. He added that he will be missed by the District and he will miss chatting with him about rugby, a sport in which they share an interest.

Mr. Vittachi thanked the Board of Directors, management, and his fellow employees, with a special thanks to staff who hired him 18 years ago. President MacKenzie and the members of the Board all joined in congratulating Mr. Vittachi and wished him well in his retirement. President MacKenzie read aloud the resolution to be presented in honor of Mr. Vittachi.

19-12-129	<p><i>Upon motion by Director Vásquez, seconded by Director Miller, the Board of Directors adopted Resolution 19-38 honoring retiring Vista Irrigation District employee Jay Vittachi for 18 years of service to the District and its customers, by the following roll call vote:</i></p> <p><i>AYES: Directors Miller, Vásquez, Dorey, Sanchez, and MacKenzie</i></p> <p><i>NOES: None</i></p> <p><i>ABSTAIN: None</i></p> <p><i>ABSENT: None</i></p> <p><i>A copy of Resolution 19-38 is on file in the official Resolution Book of the District.</i></p>
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President MacKenzie presented Mr. Vittachi with a framed copy of the above resolution and a gift from the Board. Mr. Vittachi thanked the Board.

A brief break was taken from 8:50 a.m. to 9:08 a.m. Upon return from break, present in the Boardroom were Don Smith, Frank Wolinski, Marlene Kelleher. The following three agenda items were taken out of sequence.

19. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

President MacKenzie adjourned the meeting to closed session at 9:08 a.m. for a conference with legal counsel to discuss the following anticipated litigation per Government Code section 54956.9(d)(2): 4 potential cases.

The meeting reconvened in open session at 9:28 a.m. President MacKenzie declared that the following action had been taken:

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

19-12-130 *Upon motion by Director Sanchez, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized the General Manager and General Counsel to deny the claims, all dated December 2, 2019, of behalf of Michael Parry, Adrienne Madama-Stoddard, Carlos Warter, and Richard Wilder.*

Following the above closed session, the boardroom was cleared of all staff members in the audience and at the dais; with General Counsel Cosgrove, and General Manager Hodgkiss remaining in the room.

20. CLOSED SESSION TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION—GENERAL MANAGER

President MacKenzie adjourned the meeting to closed session at 9:30 a.m. to conduct a performance evaluation of the General Manager, pursuant to Government Code section 54957. The meeting reconvened in open session at 9:34 a.m. President MacKenzie declared that no reportable action had been taken.

During the following discussion, staff members returned to the boardroom, including Marlene Kelleher, Don Smith, Randy Whitmann, Matt Atteberry, Greg Keppler, and Frank Wolinski.

10. SCHOLARHIP CONTEST

See staff report attached hereto.

Chair and member of the Public Affairs Committee (Committee), Directors Sanchez and Miller respectively, reviewed the discussion at the November 19, 2019 Committee meeting regarding proposed changes to the Scholarship Contest (Contest). The Committee recommended requiring applicants to disclose their grade point average (GPA) as part of their application in lieu of transcripts, to be used as a criterion to aid in the selection process. The Board expressed concern that too much emphasis on the GPA could potentially leave out applicants who are deserving in other ways. Mr. Hodgkiss clarified that other criteria would be considered and weigh heavier in the selection process, and that the GPA could be helpful if considering equally qualified applicants.

The Committee recommended increasing promotional efforts for the Contest by making the Contest information available on the District's website along with an online application. Ms. Kelleher stated that Staff would reach out to school counselors to provide promotional information on the Contest that could be shared with students. She added that staff would also send out a press release promoting the Contest.

Ms. Kelleher stated that in the November 19 Committee meeting, the Committee also discussed the District's semi-annual "Reflections" newsletter, which will be a four-page Spring/Summer edition and a two-page Fall/Winter edition.

19-12-131 *Upon motion by Director Sanchez, seconded by Director Vásquez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors adopted a change to the Vista Irrigation District scholarship contest to require that the applicants provide their grade point average, but not their transcripts.*

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

9. DIVISION REPORTS

See staff report attached hereto.

Mr. Hodgkiss clarified that the District has not replaced any Nipponite pipe so far in Fiscal Year 2020 because the District's focus has been on replacing regular asbestos cement pipe. Director MacKenzie requested a pipeline status report showing the age and leak-risk of the District's pipelines. Mr. Hodgkiss responded that Staff will update the mainline replacement program information and the risk assessment map in the District's Master Plan, and present it at a future Board meeting. He added that the Engineering Department is working on implementing a pipe assessment condition project that will also be presented at a future Board meeting.

Mr. Wolinski updated the Board regarding aging fire hydrants, stating that the maintenance crew is actively identifying older, ungated fire hydrants installed in the 1950's and 1960's, and proactively replacing them to avoid ruptures and catastrophic failures.

Director of Water Resources Don Smith reported that the California Division of Safety of Dams performed its annual inspection of Henshaw Dam in November. With the outlet tunnel cleared of sand and debris ahead of the inspection, a thorough inspection was performed. The general condition of the Henshaw Dam was noted as being very good. Mr. Smith added that one comment received was a concern about gopher and rodent activity. Mr. Smith stated that staff is continuing to do its best to stay on top of this issue. Director Dorey commented that gophers and rodents are unable to burrow to depths that would affect the stability of the dam infrastructure.

President MacKenzie commented on the mainline replacement projects currently in design, specifically regarding Elevado Road. She noted that this is a private road which was fully repaved about 18 months ago; so extra outreach will need to be done in advance of placing signage advising the residents of impending construction. Director of Engineering Randy Whitmann responded that Elevado Road is near the bottom of the priority list to allow for special considerations and sensitivity surrounding this portion of the mainline replacement project.

11. LOCAL AGENCY FORMATION COMMISSION SPECIAL DISTRICTS ADVISORY COMMITTEE ELECTION

See staff report attached hereto.

Following a brief discussion, the Board took the following action:

19-12-132	<i>Upon motion by Director Miller, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors cast the District's vote in the Local Agency Formation Commission Special Districts, Special Districts Advisory Committee election as follows: Michael Sims of Bonita-Sunnyside Fire Protection District; Robert Thomas of Pomerado Cemetery District; Kimberly Thorner of Olivenhain Municipal Water District; James Gordon of Deer Springs Fire Protection District; Albert Lau of Santa Fe Irrigation District; Courtney Provo of Mission Resources Conservation District; and Mark Robak of Otay Water District.</i>
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DRAFT MINUTES

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12. REVISIONS TO COMPENSATION SCHEDULE

See staff report attached hereto.

Mr. Hodgkiss provided an overview of the draft compensation schedule, noting that the revisions include the addition of a new position, Accountant, which will replace the current position of Account Technician. Mr. Hodgkiss stated that the new position will have additional duties and will require a Bachelor's degree and a minimum of three years' experience; therefore the annual salary will reflect an increase of \$5,400. Mr. Hodgkiss stated that recruiting for the new position will begin upon the retirement of the Account Technician at the end of the year.

Mr. Hodgkiss noted that the proposed compensation schedule reflects the elimination of two positions, Financial Analyst and Water Resources Manager. He stated that the salary adjustments shown are pursuant to the Memorandum of Agreement with the Teamsters and the terms and conditions with Unrepresented Employees, and are based on 95% of San Diego Consumer Price Index as of June 30, 2019, equaling a 2.64 percent increase to the compensation schedule effective January 1, 2020.

19-12-133 *Upon motion by Director Miller, seconded by Director Dorey, the Board of Directors adopted Resolution 19-39 approving revisions to the Compensation Schedule effective January 1, 2020, by the following roll call vote:*

*AYES: Directors Miller, Vásquez, Dorey, Sanchez, and MacKenzie
NOES: None
ABSTAIN: None
ABSENT: None*

A copy of Resolution 19-39 is on file in the official Resolution Book of the District.

13. MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY

See staff report attached hereto.

Director Miller reported that San Diego County Water Authority (Water Authority) approved the new and permanent Special Agricultural Water Rate structure that offers lower water rates to farmers in exchange for lower water supply reliability. He reported on the completion of the Pipeline 4 repair work in Moosa Canyon, stating that the pipeline is now back in service. He also reported that the Water Authority approved the contract terms for Sandra Kerl, who has been appointed as the new General Manager.

Director Miller stated that there would be a special board meeting the following day at the Water Authority, in which General Manager of Metropolitan Water District of Southern California (MWD) Jeff Kightlinger would be presenting the offer made by MWD to the Water Authority to settle the ongoing legal dispute between the two agencies. Mr. Hodgkiss stated that Sandra Kerl has requested to present on the same matter to the MWD Board of Directors, and it appears this will come to fruition in early 2020.

Following the above discussion, a brief break was taken from 10:42 a.m. to 10:49 a.m.

14. MEETINGS AND EVENTS

See staff report attached hereto.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

Director Miller reported on his attendance at the recent Association of California Water Agencies (ACWA) Conference, where he attended the Energy Committee meeting and other energy related sessions. He commented that a prominent topic was regarding efforts to have the Federal Government recognize hydropower as a renewable source of energy. He stated he also attended the ACWA Region 10 meeting, as well as other keynote addresses and presentations.

Director Dorey reported on his attendance at the recent ACWA Conference where he attended the ACWA Joint Powers Insurance Authority (JPIA) meeting. Director Dorey commented that he was proud to see that the District was a recipient of the President's Special Recognition Award from the ACWA JPIA for achieving loss ratios of 20 percent or less in the Liability and Workers' Compensation programs.

Director Dorey said he also attended a meeting of the ACWA Groundwater Committee, and he submitted his notes from this meeting for the Board's information (attached hereto at Exhibit A). He commented that the ACWA video "California Replenishing Groundwater" was shown at the meeting and was very well done. He suggested that the District provide a link to this video (available on the ACWA website) on the District's website. Mr. Hodgkiss responded that the District provides links to all ten videos in this ten-part series at Director Sanchez's suggestion.

Director Dorey noted that Kathy Tiegs is leaving her position on the ACWA JPIA Executive Committee, and resumes or Statements of Qualifications are being accepted by JPIA to be considered for an appointment to fill the vacancy. He requested that staff update his Statement of Qualifications from the previous Executive Committee election, and send it in for consideration. Director Dorey thanked Director of Administration Marlene Kelleher for her participation on the ACWA JPIA Finance Committee.

Director Sanchez reported on his attendance at the recent ACWA Conference and his attendance at a meeting of the Federal Affairs Committee where H.R 5217 (McClintock) "Water Optimization for the West" was discussed. He also reported on a session he attended regarding post-fire water supply contamination and the ACWA Region 10 meeting.

Director Sanchez reported on his attendance at the recent Colorado River Water Users Association (CRWUA) Conference where among other interesting sessions, he attended a session regarding a lower basin perspective moderated by Colby Pellegrino, Director of Water Resources for the Southern Nevada Water Authority. He also attended a session "When Flows are Low" in which Sandra Kerl of the Water Authority participated as a member of the panel.

Director Vásquez reported on his attendance at the California Special Districts Association (CSDA) Quarterly dinner meeting, where seven candidates for the San Diego Local Agencies Formation Commission (LAFCO) Special Districts Advisory Committee each presented his/her qualifications for the election. Also at this meeting, Elaine Sullivan of Leucadia Wastewater District and Diana Towne of Rincon del Diablo Municipal Water District were reelected to the San Diego Chapter CSDA Board of Directors. A presentation was made by Tony Mecham, Unit and County Fire Chief regarding "Building Wildfire Resilient Communities in San Diego County".

Director Vásquez reported on his attendance at the recent ACWA Conference where he attended a meeting of the ACWA Water Quality Committee in which a representative from the Environmental Protection Agency presented a program on resilient tools for water. He stated that he also attended the Region 10 Program, "Retail Agency Challenges", with a panel of four general managers. He said he was inspired by this session to think about the importance of the District's engagement with the community.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

Director Vásquez reported on his attendance at the CRWUA Conference where he attended the session "Colorado River 101" which he always finds fascinating and informative. He also attended a session regarding water demand management and a presentation by the tribal water panel regarding tribal water rights and efforts to manage water in the Colorado River Basin.

President MacKenzie reported on her attendance at the recent ACWA Conference where she attended a meeting of the Local Government Committee in which a legislative update was provided. There was also a discussion regarding a concept to help disadvantaged communities by billing for water service charges with property taxes rather than with the regular water bills, with the idea that water service is more of a benefit to property owners than to renters. Also discussed was the portion of Senate Bill 200 in which the State Water Resources Control Board is authorized to reject any new water systems if it is determined that neighboring systems can be utilized for the same service.

President MacKenzie reported on her attendance at a meeting of the ACWA Membership Committee while at the recent ACWA Conference where membership engagement was discussed, and it was noted that membership is currently at 480 members, having gained 19 new members in the past last year. President MacKenzie stated that she attended the ACWA Region 10 meeting while at the ACWA Conference as well as the Hans Doe Past Presidents' Breakfast in Partnership with ACWA JPIA (Breakfast) on Friday morning. She commented that there should be printed information regarding who Hans Doe was and why the breakfast is named for him, perhaps on the back of the Breakfast program. She suggested that staff work with ACWA JPIA to see if this can be added.

Director Dorey requested to attend the Sustainable Groundwater Management Act (SGMA) workshop presented by the California Department of Water Resources, to be held in Clovis, California on January 9, 2020. Director Vásquez requested to attend the meeting of the Council of Water Utilities (COWU) January 21, 2020, and the Urban Water Institute's Spring Conference in Palm Springs February 19-21, 2020.

19-12-134	<i>Upon motion by Director Dorey, seconded by Director Vásquez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized Director Dorey to attend the Sustainable Groundwater Management Act (SGMA) workshop presented by the California Department of Water Resources in Clovis on January 9, 2020; and Director Vásquez to attend the meeting of COWU on January 21, 2020, and the Urban Water Institute's Spring Conference in Palm Springs February 19-21, 2020.</i>
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Following the above discussion, Director Dorey left the meeting in order to attend a memorial service for retired District employee Mary Stout, who had recently passed away.

15. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

President MacKenzie suggested a press release regarding the Vista Irrigation District Scholarship Contest.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

It was noted that Committee appointments would be made at the next Board meeting by the incoming President. President MacKenzie suggested that the Board members email the incoming Board President to indicate their Committee preferences for 2020.

Mr. Hodgkiss stated that staff just received the call for nominations for the Regular Special District Member election for the Local Agencies Formation Commission, and this will be planned as an agenda item for the January 8, 2020 Board of Directors meeting.

16. COMMENTS BY DIRECTORS

The Board thanked Director Dorey and his wife for the lovely Christmas gifts and wished everyone a Merry Christmas.

President MacKenzie presented Director Vásquez with a Certificate of Appreciation from ACWA for his service and commitment on the ACWA Region 10 Board of Directors.

17. COMMENTS BY GENERAL COUNSEL

Mr. Cosgrove informed the Board about a case, Holden versus the City San Diego, focused on a California Environmental Quality Act (CEQA) exemption for a development project with a residential density less than that required by the general plan.

18. COMMENTS BY GENERAL MANAGER

Mr. Hodgkiss wished everyone a Merry Christmas and Happy New Year.

21. GENERAL MANAGER COMPENSATION

See staff report attached hereto.

The Board discussed this matter and agreed on an increase to the General Manager's compensations to be \$241,400 annually effective January 1, 2020. No other changes to the General Manager's contract were discussed. General Counsel Cosgrove suggested that the Board also consider authorizing an amendment to the Compensation Schedule effective January 1, 2020 (adopted in agenda Item 12) to reflect the General Manager's new salary. He stated that both actions could be approved with one motion.

19-12-135 *Upon motion by Director Sanchez, seconded by Director MacKenzie and carried (4 ayes: Miller, Vásquez, Sanchez, and MacKenzie; 1 absent: Dorey), the Board of Directors set the General Manager's salary to \$241,400 and authorized an amendment to the Compensation Schedule effective January 1, 2020 (adopted in agenda Item 12) to reflect the new salary.*

22. ANNUAL ORGANIZATIONAL MEETING

See staff report attached hereto.

President MacKenzie presided over the Board elections for the upcoming 2020 year.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

19-12-136 *Upon motion by Director Vásquez, seconded by Director Miller and unanimously carried (4 ayes: Miller, Vásquez, Sanchez, and MacKenzie; 1 absent: Dorey), the Board of Directors designated Lisa Soto to serve as Secretary of the Board, with Ramae Ogilvie and Brett Hodgkiss designated as Assistant Secretaries of the Board. Marlene Kelleher was designated to serve as Treasurer, with Brett Hodgkiss and Shallako Goodrick designated as Assistant Treasures.*

Director Miller nominated Director Vásquez to be Board President for 2020. Director Vásquez nominated Director Sanchez to be First Vice President for 2020. President MacKenzie nominated Directors Dorey, Miller, and herself to be Vice Presidents.

19-12-137 *Upon motion by Director Miller, seconded by Director Vásquez and unanimously carried (4 ayes: Miller, Vásquez, Sanchez, and MacKenzie; 1 absent: Dorey), the Board of Directors elected Director Vasquez as Board President for 2020; Director Sanchez as First Vice President, to preside in the absence of the President; and Directors Dorey, Miller, and MacKenzie as Vice Presidents in 2020.*

Director Vásquez thanked the Board for electing him as President for 2020.

23. ADJOURNMENT

There being no further business to come before the Board, at 12:25 p.m. President MacKenzie adjourned the meeting to January 8, 2020 at 9:00 a.m.

Jo MacKenzie, President

ATTEST:

Lisa R. Soto, Secretary
Board of Directors
VISTA IRRIGATION DISTRICT



Cash Disbursement Report

Payment Dates 12/05/2019 - 12/27/19

Payment Number	Payment Date	Vendor	Description	Amount
63362-63366	12/11/2019	Refund Checks 63362-63366	Customer Refunds	998.45
63367	12/11/2019	AirX Utility Surveyors, Inc	Potholing - Montgomery	11,543.75
	12/11/2019		Potholing - Montgomery	13,575.00
63368	12/11/2019	Amazon Capital Services	Trail Cam Kit, Binoculars, Memory Card	511.95
63369	12/11/2019	BAVCO	Backflow Repair Kits	422.23
63370	12/11/2019	CARB/PERP	Registration Fee for Portable Generator	735.00
63371	12/11/2019	CDW Government Inc	Unitrends Annual Renewal	10,085.00
63372	12/11/2019	Cecilia's Safety Service Inc	Traffic Control - E Norte Parkway	712.50
	12/11/2019		Traffic Control - York Dr/Montgomery Dr	3,800.00
	12/11/2019		Traffic Control - Vale View Dr	3,990.00
	12/11/2019		Traffic Control - E Vista Way/Townsite Dr	855.00
	12/11/2019		Traffic Control Design - Monte Vista Dr	70.00
	12/11/2019		Traffic Control - Sycamore Ave	1,425.00
	12/11/2019		Traffic Control - York Dr/Montgomery Dr	1,425.00
63373	12/11/2019	Christian Magill	Reimburse - Footwear Program	180.00
63375	12/11/2019	Coast Equipment Rentals	Excavator Rental	558.96
63376	12/11/2019	Core & Main	Ells (6) & Tee	1,104.98
63377	12/11/2019	Diamond Environmental Services	Stationary & Portable Restroom Service	304.20
63378	12/11/2019	Drug Testing Network Inc	DOT Testing	191.90
63379	12/11/2019	Dudek	E Reservoir & Pump Station 10/2019	16,064.74
63380	12/11/2019	ENR	Engineering News Subscription	39.00
63381	12/11/2019	Eurofins Eaton Analytical Inc	UCMR 4 RD-9 Lab Testing	800.00
	12/11/2019		UCMR 4 RD-9 Lab Testing	800.00
63382	12/11/2019	Ferguson Waterworks	Hydraulic Control Parts	1,628.09
	12/11/2019		Regulator Pulse Control Valves (4)	610.53
63383	12/11/2019	Fountain Car Wash	Wash Tokens (600)	540.00
63384	12/11/2019	Grainger	Safety Labels	5.71
	12/11/2019		Binders (5)	22.74
63385	12/11/2019	Home Depot Credit Services	Cut-off Blades	30.18
	12/11/2019		Lumber	14.19
	12/11/2019		Blocks for Retaining Wall	55.08
	12/11/2019		Blocks for Retaining Wall	59.67

	12/11/2019		Lumber	6.06
	12/11/2019		Tote	35.69
	12/11/2019		Drill Bits, Tie-down Straps	54.00
	12/11/2019		Heavy Duty Duct Tape	38.88
	12/11/2019		Irrigation Controller	34.61
	12/11/2019		Electrical Parts	11.14
	12/11/2019		Building Maintenance Supplies	30.26
	12/11/2019		Ropes & Stakes	149.48
	12/11/2019		Hinges, Flashlight	38.89
	12/11/2019		Supplies for Dam House Repair	394.50
	12/11/2019		Tools & Hoses	71.30
	12/11/2019		Organizer, Bucket	33.35
	12/11/2019		Batteries, Filters	43.45
	12/11/2019		Electrical Connectors, Misc Supplies	98.51
	12/11/2019		Angle Grinder	107.17
63386	12/11/2019	HUB Construction Specialties	Parts For Truck #65	249.39
63387	12/11/2019	Jackson & Blanc	HVAC Boiler Repair	1,269.35
63388	12/11/2019	Jo MacKenzie	Reimburse - ACWA Conference 12/2019	819.10
63389	12/11/2019	Jobs Available	Employment Advertising	721.50
63390	12/11/2019	Joe's Paving	Final Paving - Catalina Ave	24,979.50
63391	12/11/2019	Mission Resource Conservation District	Home Water Use Evaluation (1)	44.50
63392	12/11/2019	North County Industrial Park	Association Fees 12/2019 - Engineer St	879.30
63393	12/11/2019	One Source Distributors	Air Monitor Testing Equipment	2,167.30
	12/11/2019		Pipe Threading Tool	1,632.95
63394	12/11/2019	Benetrac	Employee Benefit Tracking 12/2019	400.00
63395	12/11/2019	Paychex of New York LLC	Onboarding/Recruiting Service 12/2019	412.50
63396	12/11/2019	Rincon del Diablo MWD	MD Reservoir Service 11/2019	55.44
63397	12/11/2019	San Diego Gas & Electric	Gas Use 11/2019	647.67
	12/11/2019		Electrical Transmission 11/2019	4,542.68
	12/11/2019		Electric 11/2019 - T&D	90.04
	12/11/2019		Electric 11/2019 - Reservoir	47.85
63398	12/11/2019	Sherry Thorpe	Reimburse - New Hire Lunch (4), Employee Event	141.49
63399	12/11/2019	Southern Counties Lubricants, LLC	Fuel 11/16/19 - 11/30/19	4,513.57
63400	12/11/2019	Sunrise Materials Inc	Rock Bags (70)	265.21
63401	12/11/2019	TS Industrial Supply	Bosch Roto Hammer Drill Repair	296.86
63402	12/11/2019	Verizon Wireless	SCADA Remote Access	371.78
63403	12/11/2019	Vinje & Middleton Engineering Inc	Compaction Tests	593.75
63404	12/11/2019	Vista Brake & Smog	Tires - Truck 11	506.57
63405	12/11/2019	Vortex Industries Inc	Maintenance of Rollup Doors	863.00

63406	12/11/2019	Xerox Corporation	Xerox Service & Supplies	185.01
63407	12/19/2019	Refund Check 63407	Customer Refund	2,485.59
63408	12/19/2019	Refund Check 63408	Customer Refund	60.29
63409	12/19/2019	Refund Check 63409	Customer Refund	267.77
63410	12/19/2019	ABABA Bolt	Fabrication & Electrical Supplies	388.57
63411	12/19/2019	ACWA/JPIA	Medical & Dental Insurance 01/2020	69.09
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	860.63
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	1,650.70
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	33.72
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	69.09
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	69.09
	12/19/2019		Medical & Dental Insurance 01/2020 - Employees	160,413.27
	12/19/2019		Medical & Dental Insurance 01/2020 - Retirees	41,397.44
	12/19/2019		Medical & Dental Insurance 01/2020 - J MacKenzie	1,790.34
	12/19/2019		Medical & Dental Insurance 01/2020 - M Miller	1,790.34
	12/19/2019		Medical & Dental Insurance 01/2020 - P Sanchez	1,790.34
	12/19/2019		Medical & Dental Insurance 01/2020 - R Vasquez	1,719.79
	12/19/2019		Medical & Dental Insurance 01/2020 - P Dorey	1,719.79
63412	12/19/2019	AED Everywhere, Inc	Defibrillator Electrode Pads (3)	170.33
63413	12/19/2019	Allied Electronics Inc	SCADA Maintenance Supplies	883.47
63414	12/19/2019	Amazon Capital Services	Weld-On Seal Plus Pipe Thread Sealant (4)	51.31
	12/19/2019		Office Supplies	105.32
	12/19/2019		SD Cards (2)	9.69
63415	12/19/2019	Answering Service Care, LLC	Answering Service	395.00
63416	12/19/2019	Auto Specialist Warehouse	Brake Pads - Truck 29	48.51
63417	12/19/2019	Boot Barn Inc	Footwear Program	151.81
	12/19/2019		Footwear Program	151.81
	12/19/2019		Footwear Program	180.00
	12/19/2019		Footwear Program	180.00
63418	12/19/2019	Brent Reyes	Tuition Reimbursement 12/2019	328.67
63419	12/19/2019	California Department of Justice	Fingerprinting - New Hire	49.00
63420	12/19/2019	Canon Solutions America, Inc	Copier Maintenance	112.96
63421	12/19/2019	CDW Government Inc	Unitrends Forever Cloud - 500GB (3)	2,685.00
63422	12/19/2019	Cecilia's Safety Service Inc	Traffic Control - Waxing Dr/North Dr	1,425.00
	12/19/2019		Traffic Control - 848 Via Soledad	570.00
63423	12/19/2019	City of Oceanside	Weese Treatment 11/2019	17,118.86
63424	12/19/2019	City of Vista	South Santa Fe Phase II - Reimb for Construction 8/19	27,282.10
63425	12/19/2019	CleanCapital HCA Borrower LLC	Solar Use 11/2019	3,568.55
63426	12/19/2019	Core & Main	6" Water Meter (1) , 6' Spool (1)	4,401.19

	12/19/2019		Itron Encoder (1), Adapter (1)	241.51
	12/19/2019		6" DI Pipe (1)	307.81
	12/19/2019		Tracer Lids (15)	264.50
63427	12/19/2019	CWEA	Membership Renewal, Certification	291.00
63428	12/19/2019	Digital Deployment, Inc	Web Hosting - Maintenance & Support 11/2019	300.00
63429	12/19/2019	Dion International Trucks, LLC - San Marcos	Injector & Mounting Kit - Truck #28	476.83
	12/19/2019		Nox Sensor - Truck #28	(102.52)
63430	12/19/2019	Direct Energy	Electric 10/2019 - VID	702.05
	12/19/2019		Electric 10/2019 - Henshaw Buildings & Grounds	367.11
	12/19/2019		Electric 10/2019 - Henshaw Well Field	1,225.51
	12/19/2019		Electric 10/2019 - T & D / Cathodic Protection	32.29
	12/19/2019		Electric 10/2019 - Reservoirs	10.18
	12/19/2019		Electric 10/2019 - Pump Stations	9,286.22
	12/19/2019		Electric 10/2019 - Treatment Plants	28.34
	12/19/2019		Electric 11/2019 - VID	1,144.75
	12/19/2019		Electric 11/2019 - Henshaw Buildings & Grounds	341.14
	12/19/2019		Electric 11/2019 - Henshaw Well Field	1,070.74
	12/19/2019		Electric 11/2019 - T & D / Cathodic Protection	36.06
	12/19/2019		Electric 11/2019 - Reservoirs	12.32
	12/19/2019		Electric 11/2019 - Pump Stations	8,355.57
	12/19/2019		Electric 11/2019 - Treatment Plants	33.06
63431	12/19/2019	Drug Testing Network Inc	Annual Administrative Fee 1/2020 - 1/2021	95.00
63432	12/19/2019	Ergostop Inc	Sit/Stand Base	1,746.56
63433	12/19/2019	Eurofins Eaton Analytical Inc	UCMR 4 RD-9c Lab Testing	1,200.00
63434	12/19/2019	FedEx	Shipping 11/2019	87.54
63435	12/19/2019	Ferguson Waterworks	Lid 8" VID Slotted Valve (400)	9,569.30
	12/19/2019		Flange 6" SOW 6-hole (9)	265.00
63436	12/19/2019	Coast Fitness Repair Shop	Maintenance of Fitness Equipment	200.00
63437	12/19/2019	D.H. Maintenance Services	Janitorial Service 12/2019	2,366.00
63438	12/19/2019	Gillingham Water Planning & Engineering Inc	Water Supply Planning Study 11/2019	14,159.05
63439	12/19/2019	Glennie's Office Products Inc	Office Supplies	150.62
63440	12/19/2019	Government Finance Officers Association	CAFR Application Fee 12/2019	460.00
63441	12/19/2019	Grainger	Electrical Danger Signs (20)	14.94
	12/19/2019		O-Rings, Voltage Labels, Electrical Supplies	48.87
63442	12/19/2019	Hello Deli	Lunch - Interview Panel (6)	76.85
63443	12/19/2019	InfoSend Inc	Data Processing/Mailing Service 11/2019	7,160.12
	12/19/2019		Support & Storage 11/2019	1,409.57
63444	12/19/2019	Interstate Battery of San Diego Inc	Bulbs, Zip ties, Silicone	39.85
63445	12/19/2019	Iron Mountain Records Management	Offsite Data Storage	316.56

63446	12/19/2019	Jessica Sherwood	Tuition Reimbursement 12/2019	1,071.88
63447	12/19/2019	John Sable	Reimburse for Damage	815.00
63448	12/19/2019	Kimball Midwest	Garage Hardware & Supplies	309.01
63449	12/19/2019	Major League Pest	Bee Removal (1)	85.00
	12/19/2019		Bee Removal (1)	85.00
	12/19/2019		Bee Removal (1)	85.00
	12/19/2019		Bee Removal (1)	85.00
	12/19/2019		Bee Removal (10)	850.00
63450	12/19/2019	McMaster-Carr Supply Company	Stainless Steel Screws	116.14
63451	12/19/2019	Medical Eye Services	Vision Insurance 01/2020 - Cobra	8.78
	12/19/2019		Vision Insurance 01/2020 - Employees	1,565.78
	12/19/2019		Vision Insurance 01/2020 - J MacKenzie	14.24
	12/19/2019		Vision Insurance 01/2020 - P Sanchez	14.24
	12/19/2019		Vision Insurance 01/2020 - R Vasquez	14.24
	12/19/2019		Vision Insurance 01/2020 - M Miller	14.24
	12/19/2019		Vision Insurance 01/2020 - P Dorey	14.24
63452	12/19/2019	Moodys	Dump Fees	600.00
63453	12/19/2019	MRC, Smart Technology Solutions	Managed Print Services	629.91
63454	12/19/2019	NAPA Auto Parts	3.5 Ton Floor Jacks (2)	303.08
63455	12/19/2019	North County Auto Parts	Oil Filters (2)	7.79
	12/19/2019		Turn Rotors	45.00
	12/19/2019		Filters, Shop Chemicals	70.75
	12/19/2019		Cabin Air Filter	11.93
63456	12/19/2019	One Source Distributors	Prescription Safety Glasses	212.06
63457	12/19/2019	O'Reilly Auto Parts	Battery - Truck 33	163.91
	12/19/2019		Batteries (3) - Truck 52	756.61
	12/19/2019		Coolant (9)	107.07
	12/19/2019		Battery - Truck 13	163.91
	12/19/2019		Coolant (12)	142.76
	12/19/2019		Battery - T4	252.20
63458	12/19/2019	PRII/SLR Vista Apartments	Refund Amended VID & SDCWA Capacity Fees	18,450.00
63459	12/19/2019	Ramona Disposal Service	Trash Service 11/2019	167.50
63460	12/19/2019	RDO Equipment Co	Handle for Chipper	20.56
63461	12/19/2019	Rutan & Tucker LLP	Legal 10/2019	841.00
	12/19/2019		Legal 11/2019	344.50
	12/19/2019		Legal 11/2019	4,074.50
	12/19/2019		Legal 11/2019	297.00
63462	12/19/2019	Spok, Inc	Pagers	44.10
63463	12/19/2019	Sunrise Materials Inc	Chalk, Chalk Line	28.15

63464	12/19/2019	The UPS Store 0971	Shipping 11/2019	545.91
63465	12/19/2019	TS Industrial Supply	Spray Wand & Assembly, Penetrant	107.77
	12/19/2019		Air Hose Reel Safety Shut-off Valve - Truck 65	87.27
	12/19/2019		Locks 2029 Master (60)	811.88
	12/19/2019		Lifter SS 36" Meter Lid (3)	105.38
	12/19/2019		Wrench Fire Hydrant (2)	26.04
	12/19/2019		Gauges, Taps, Brushes, Regulator Supplies	617.36
63466	12/19/2019	VG Donuts & Bakery Inc	Refreshments - Employee Event 12/10/19	180.62
63467	12/19/2019	Vista Brake & Smog	Rotate & Balance Tires - Truck #79	79.61
63468	12/19/2019	Vista Paint Corporation	Paint for Regulator	55.14
63469	12/19/2019	Vulcan Materials Company and Affiliates	Cold Mix	1,916.82
63470	12/19/2019	Water District Jobs	Recruitment Advertising - Construction Worker	145.00
63471	12/19/2019	White Nelson Diehl Evans LLP	Audit Services 11/2019	2,500.00
63472	12/19/2019	WorkPartners OHS	DOT Physicals	190.00
	12/19/2019		Physical - New Hire	215.00
Grand Total:				501,703.06



STAFF REPORT

Agenda Item: 7

Board Meeting Date: January 8, 2020
Prepared By: Don Smith, Randy Whitmann, Frank Wolinski & Marlene Kelleher
Approved By: Brett Hodgkiss

SUBJECT: DIVISION REPORTS

RECOMMENDATION: Note and file informational report.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: Previous month's and anticipated activities are reported by each division.

ENGINEERING DIVISION

December

- The District has replaced approximately 9.22 miles of Nipponite pipe since 2002. Of the 6.76 miles of Nipponite pipe remaining in the system, replacement of 1.53 miles is currently in design and 0.0 miles is in construction.
- The District has replaced approximately 4,300 feet (0.81 miles) of pipe (steel – 990 feet, PVC – 0 feet, non-Nipponite asbestos cement – 3,310 feet and Nipponite – 0 feet) in Fiscal Year 2020.
- Buena Creek (HB) Reservoir Rehabilitation – Richard Brady and Associates began removing the existing interior liner, erecting false work and shoring inside the tank to support the concrete dome roof during roof demolition, and constructing storm drain and drainage facility improvements. Cost estimate/bid summary table attached.
- Edgehill (E) Reservoir Replacement and Pump Station – Dudek continued preparing the final design.
- Four Reservoirs Seismic and Structural Analysis – begin reviewing proposals to evaluate Virginia Place (A), Summit Trail (C), Cabrillo Circle (E-1) and Deodar reservoirs.
- Water Supply Planning Study – Gillingham Water continued with the fine screening analysis of the short-list of water supply alternatives.
- Projects along Flume
 - Henry Ranch – 97 single-family home residential subdivision between Lake Dixon and El Norte Parkway in Escondido. Project requires District review and approval of grading plan and tract map to provide new access road to the Tunnel Bench. Grading plan has been approved by staff and tract map will be coming to the Board for approval of the new grant of right of way.
 - The Villages – 380 dwelling unit residential subdivision along Country Club Lane, between Nutmeg Street and Pamela Lane in Escondido. Project requires District review and approval of grading and storm drain work along the Jones Siphon. Grading plan has been approved by staff with storm drain approval to follow after Board acceptance of a joint use agreement with the City for work within the Flume easement. Project also requires the relocation of an 18-inch transmission main feeding the Bennett service area. This portion of the work will require approval of the improvement plans, tract map and new grant of right of way which are currently in plan check.
 - Orchard Hills – 20 single-family home residential subdivision along Richland Road within a small unincorporated area between Escondido and San Marcos. Project requires District review and approval of de-annexation, grading plan, tract map, and irrevocable offer of dedication to the County of San Diego for a future trail along the Borden Bench. De-annexation approved by Board; all plans are currently in plan check.

January

- Mainline Replacement Projects in design (current projects): Nettleton Rd., Pala Vista Dr.*, Alta Vista Dr., Vista Grande Dr.*, Lonsdale Ln.*, Plumosa Ave., Lita Ln., Catalina Ave.*, Friendly Dr.*, Oak Dr.*, San Clemente Way*, Devon Pl., Kent Pl., Clarence Dr., York Dr., Calle Maria, Via Christina, Olive Ave.*, Green Hills Way, Elevado Rd. (Total length = 5.62 miles).
- Mainline Replacement Projects in planning (future projects): N. Citrus Ave.*, E. Vista Way, Mason Rd., Lado De Loma, Eddy Dr., Camino Patricia, Camino Corto, Nordahl Rd.*, HN Line- Gopher Canyon to Fairview Dr., Buena Creek Rd.*, Robinhood Rd., Lower Ln., Easy St., Rancho Vista Rd., Bandini Place, McGavran Dr., Oro Avo Dr., Shale Rock, La Mirada, Crescent Dr., Descanso Ave., Mar Vista Dr., Miramar Dr., Camino Culebra*, Camino Loma Verde*, San Clemente Ave.* (Total length = 8.49 miles).
- City of Vista Projects – (Paseo) South Santa Fe Streetscape Improvements: Phase II along South Santa Fe Avenue from Ocean View to Terrace Drive (CIP #8289); Phase III along South Santa Fe Avenue from Terrace Drive to Civic Center Drive (CIP #9291). Project currently in construction and District to continue inspecting water facilities installed by City’s contractor. (Total length = 0.77 miles).
- Buena Creek (HB) Reservoir Rehabilitation – Richard Brady and Associates to continue removing the existing interior liner, erecting false work and shoring inside the tank to support the concrete dome roof during roof demolition, demolishing existing overflow riser, and begin roof demolition.
- Edgehill (E) Reservoir Replacement and Pump Station – Dudek to continue final design.
- Four Reservoirs Seismic and Structural Analysis – continue reviewing proposals to evaluate Virginia Place (A), Summit Trail (C), Cabrillo Circle (E-1) and Deodar reservoirs.
- Water Supply Planning Study – Gillingham Water to continue the fine screening analysis of the short-list of water supply alternatives.

*Nipponite pipe

OPERATIONS & FIELD SERVICES DIVISION

December

- Pechstein Reservoir beam reinforcement project – beam design has been completed and final approval from structural engineering firm is pending.
- Inspected and tested 13 new backflow devices that were integrated into the District’s cross-connection control program.
- Water Quality Calls/Incidents for December – received two taste/odor calls. Both calls were determined to be private plumbing issues.
- Continued mainline replacement of AC pipe on Montgomery Drive – install approximately 5,400’ of various size PVC pipe, 72 services and 7 hydrant laterals. Approximately 60% complete.

January

- Continue Pechstein reservoir beam reinforcement project.
- Continue mainline replacement of AC pipe on Montgomery Drive – install approximately 5,400’ of various size PVC pipe, 72 services and 7 hydrant laterals.

Electrical Energy Use at VID Headquarters

November 2019

Description	Current Month Production	Average of Last 12 Months	Total, Fiscal Year-to-Date
	(kWh)	(kWh)	(kWh)
Solar Production (\$0.17 per kWh)	20,867	32,473	181,122
Power purchased from Direct Energy (\$0.05 per kWh)	19,313	10,533	49,739
TOTAL ELECTRICAL ENERGY USE	40,180	43,006	230,861

WATER RESOURCES DIVISION

VID Water Production

November 2019

Description	Current Month Production		Average Production of Last 12 Months		Total, Fiscal Year-to-Date
	(mgd)	(af)	(mgd)	(af)	(af)
VID's EVWTP Water Production					
Local Water	0.00	0.00	4.12	384.68	2,164.30
SDCWA Raw Water	11.70	1,077.00	7.01	654.82	4,351.70
Subtotal (EVWTP Water Production)	11.70	1,077.00	11.13	1,039.50	6,516.00
Oceanside Contract Water	1.23	113.40	0.86	81.24	368.70
SDCWA Treated Water	1.26	116.10	2.08	194.98	1,313.40
TOTAL WATER PRODUCTION	14.19	1,306.50	14.07	1,315.72	8,198.10

Lake Henshaw and Warner Ranch Wellfield statistics are summarized as follows:

Lake Henshaw

Storage as of December 31, 2019: 5,051 af (10% of 51,774 af capacity)
 Current releases: 0 cfs
 Change in storage for month of November: 416 af (gain)
 Total releases for month of November: 52 af
 Hydrologic year-to-date rain total: 13.07 inches (December 31, 2019)
 Percent of yearly average rain: 53% (30-year average: 24.62 inches)
 Percent of year-to-date average rain: 186% (30-year average through December: 7.02 in.)

Warner Ranch Wellfield

Number of wells running in November: 0
 Total production for month of November: 44 af (equipment maintenance and cattle water)
 Average depth to water table (December): 102 ft (see attached historical water table chart)

December

- Began updating Henshaw Dam Emergency Action Plan.

January

- Discuss the status of the California Riding and Hiking Trail with California State Parks.

ATTACHMENTS:

Lake Henshaw Resort, Inc., Activity Reports – October 2019

VID's Warner Wellfield – Water Table Depth vs. Monthly Wellfield Production

ADMINISTRATION DIVISION

December

- The District's total water production for November 2019 was 1,307 acre-feet (AF) compared to 1,361 AF in 2013, representing a 4% decrease.
- Continued recruitments for Engineering Specialist, Welder/Equipment Operator, Construction Worker and Laborer Trainee positions.
- Distributed materials regarding the District scholarship program to local high schools. Posted an electronic copy of the application materials on the website.
- Coordinated annual Employee Appreciation Event.

January

- Continue recruitments for Engineering Specialist, Welder/Equipment Operator, Construction Worker and Laborer Trainee positions.
- Deliver 2020 Water Awareness Calendars to fourth grade classes. Invite teachers to schedule a classroom presentation regarding the upcoming poster contest. This year's theme is "Love Water, Save Water".

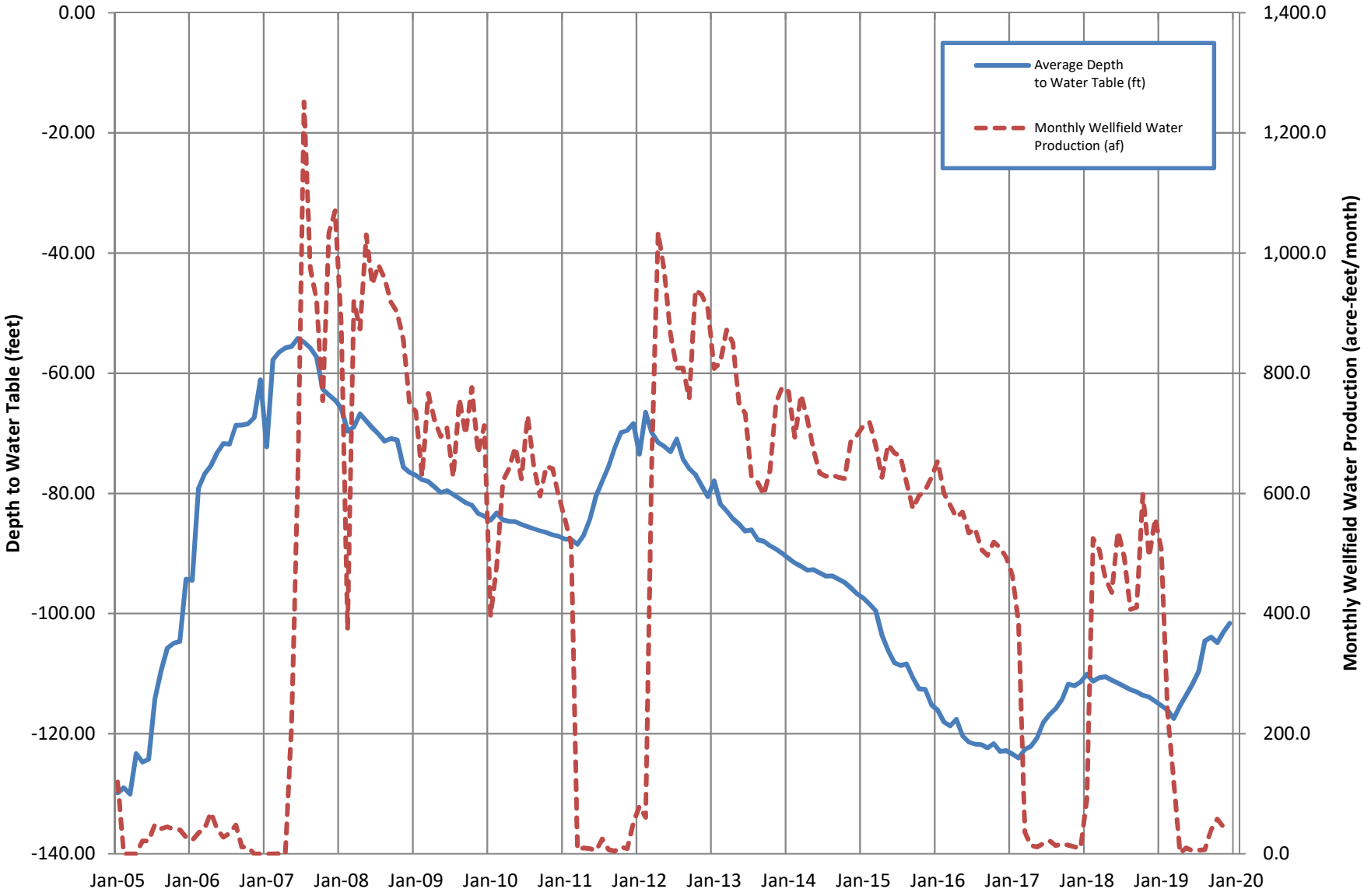


**LAKE HENSHAW RESORT, INC.
ACTIVITY REPORT
AS OF OCTOBER 31, 2019**

	2018 Oct	2018 Nov	2018 Dec	2019 Jan	2019 Feb	2019 Mar	2019 Apr	2019 May	2019 Jun	2019 Jul	2019 Aug	2019 Sep	2019 Oct	12 MO AVG
Fishing Permits	234	172	94	161	74	356	633	384	749	751	687	404	301	397
Boat Launches	0	0	0	0	0	4	43	30	43	50	23	82	7	24
Motor Boats (full day rental)	0	0	0	0	0	0	0	11	48	47	42	19	7	15
Motor Boats (half day rental)	0	0	0	0	0	0	0	2	7	4	13	15	1	4
Campground/Head Count	282	325	99	35	56	319	590	599	879	979	1,188	488	196	479
Campground/Cars, Trucks, etc.	182	184	33	19	23	61	178	254	286	391	703	211	148	208
Campground/Recreational Vehicles	8	5	0	6	3	3	9	11	23	3	24	12	0	8
Mobile Home/Spaces	82	86	87	78	78	76	75	76	77	77	77	76	75	78
M.H.P. Daily (Visitors/Head Count)	63	42	53	42	41	56	62	41	54	56	100	102	98	62
M.H.P. (Residents/Head Count)	116	119	120	101	100	94	93	94	96	98	95	94	92	100
Storage	3	2	3	3	6	4	4	4	5	3	3	6	4	4
Cabins	114	136	97	105	59	111	184	188	108	158	177	126	144	133
Hunters	0	25	65	53	0	0	0	0	0	0	0	0	0	12

VID's Warner Wellfield

Water Table Depth vs. Monthly Wellfield Production



BUENA CREEK (HB) RESERVOIR REHABILITATION BUDGET UPDATE - JANUARY 2020

Description of Work	Budgeted Cost	Actual Bid Cost	Over or Under Budgeted Amount
Initial Site Work - M-Rae			
<i>Demolish Existing Fence, Steel Roof, Gate, Grub Site, Initial Site Work for Crane and Equipment Access</i>	\$59,693	\$39,919	-\$19,774
Exterior Stairs - Suez			
<i>Disassemble, Transport, Protect, Store, and Reinstall Exterior Stairs</i>	\$52,718	\$50,488	-\$2,230
Roof Demolition - DN Tanks			
<i>Roof Demolition, Remediate Existing Asbestos</i>	\$809,400	\$1,004,390	\$194,990
Tank Improvements - DN Tanks (see note 1)			
<i>Footing Modifications, Seismic Cables, Wall Shotcrete, Tank Exterior Crack Repair, Pressure Wash Tank Interior, Interior Floor and Wall Crack Repairs, Seal Existing Floor Joints, Demolish Existing Inlet/Outlet, Modify Drain, Construct New Inlet, Outlet, Washdown, Demolish Exist Inlet/Outlet, Modify Drain, Construct Inlet, Outlet, Washdown, Construct New Concrete Floor, Construct New Concrete Cap Beam, CIM Wall-Slab Joint, Construct New Staff Gage, New Overflow, Post Construction Leak Test, Install Corrosion Protection System</i>	\$1,814,961	\$1,578,240	-\$236,721
Interior Reservoir Stairs - DN Tanks			
<i>Design, Furnish, Install, New Interior Access Stairs</i>	\$170,400	\$166,895	-\$3,505
Interior Coatings - DN Tanks (see note 1)			
<i>Prepare Surface, Apply Coatings to Interior Wall</i>	\$210,870	\$323,630	\$112,760
Aluminum Dome Roof - CST			
<i>Design, Furnish, Install, New Aluminum Roof and Appurtenances</i>	\$785,570	\$664,215	-\$121,355
Yard Piping Improvements - M-Rae			
<i>Demolish Exist Yard Piping, Fittings, Valves, and Appurtenances, Construct New Yard Piping, Construct New Valve Vault, Remove and Replace Drain Valve, Construct Yard Piping Corrosion Protection System</i>	\$651,569	\$615,268	-\$36,301
Electrical Improvements - M-Rae			
<i>Construct New Conduit, Junctions and Pull Boxes</i>	\$37,275	\$88,296	\$51,021
Stormwater Drainage and Final Site Work - M-Rae			
<i>Demolish Existing Asphalt, Rough Grade Site, Install Subsurface Waterproofing, Modify Underdrains, Construct New Storm Drain Inlet and Piping, Connect to Exist Manhole, Finish Grade, Construct Concrete V-gutter, Pave Site with Asphalt Concrete</i>	\$192,812	\$339,307	\$146,495
Additional AC Pavement			
<i>Access Road Asphalt Paving</i>	\$101,500		
Security Fence			
<i>Construct New Chain Link Security Fence</i>	\$72,953		
Exterior Reservoir Coating - DN Tanks			
<i>Pressure Wash, Apply Coatings to Reservoir Exterior</i>	\$58,575	\$59,281	\$706
General Conditions (see note 2)			
<i>Provide <u>Trailer</u>, <u>Fencing</u>, <u>Porta Potty</u>, <u>Reproduction</u>, <u>Temporary Facilities</u>, <u>Insurance</u>, <u>Bonds</u>, <u>Special Inspection and Testing</u>, <u>Potholing</u>, <u>Surveying</u>, <u>Video</u>, <u>Install and Maintain Stormwater Best Management Practices</u></i>	\$343,692	\$152,262	-\$191,430
Construction Total To Date	\$5,361,988	\$5,082,192	-\$279,797

¹ Actual bid cost shown does not include all value engineering / cost saving options that are still being considered.

² Actual bid costs to date are for underlined items only.



STAFF REPORT

Agenda Item: 8

Board Meeting Date:	January 8, 2020
Prepared By:	Shallako Goodrick
Reviewed By:	Marlene Kelleher
Approved By:	Brett Hodgkiss

SUBJECT: INVESTMENT POLICY UPDATE

RECOMMENDATION: Adopt Resolution No. 20-XX approving the attached investment policy.

PRIOR BOARD ACTION: The Board adopted the current investment policy on January 9, 2019.

FISCAL IMPACT: There is no fiscal impact associated with this recommendation.

SUMMARY: The District's investment policy is governed by the California Government Code (Code) Section 53600 et seq. Staff annually reviews the investment policy for changes deemed necessary to comply with changes in law or that are prudent and proper considering the current investment environment and the District's investment portfolio. Staff strongly advises to continue to follow the primary objectives of the investment policy, which in priority order are: 1) Safety, 2) Liquidity, and 3) Return on Investment (Yield).

Staff recommends modifying section 4.2.9(D), U.S. Government Bills, Notes, Bonds and Treasury Strips.

DETAILED REPORT: Since the faith and credit of the United States are pledged for the repayment of principal and interest in investments in the U.S Government Bills, Notes, Bonds and Treasury Strips, these investments are deemed to be the safest possible. Therefore, staff recommends removing the 5-year maturity limit, which will provide the District more flexibility with its investment options in the future. The proposed change is consistent with provisions set forth in Code Section 53600 et seq.

The investment policy is part of the District's Rules and Regulations. The attached resolution approves revisions to the Rules and Regulations accordingly.

ATTACHMENTS: Draft resolution amending Rules and Regulations
Strikeout version of amended section of the draft Rules and Regulations

RESOLUTION NO. 20-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF
VISTA IRRIGATION DISTRICT
AMENDING THE DISTRICT'S INVESTMENT POLICY

WHEREAS, on January 9, 2019 the Board of Directors of Vista Irrigation District adopted Resolution No. 19-02 approving an Investment Policy; and

WHEREAS, the Board of Directors desires to update the policy.

NOW, THEREFORE, BE IT RESEOLVED by the Board of Directors of Vista Irrigation District that the Board hereby approves changes to the Investment Policy, Section 4.2 of the District's Rules and Regulations, as indicated in the attached.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District on this 8th day of January 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

Richard L. Vásquez, President

ATTEST:

Lisa R. Soto, Secretary

Board of Directors

VISTA IRRIGATION DISTRICT

4.2 INVESTMENT POLICY

<i>Original Adoption Date:</i>	July 3, 2007
<i>Action:</i>	Amended by VID Board of Directors by Res. 19-02 <u>20-xx</u> dated 1/9/2019 <u>1/8/2020</u>
<i>Applicable Law/Code/Agency:</i>	California Government Code, Section 53646

4.2.1 Policy

It is the policy of the Vista Irrigation District (District) to invest public funds in a manner that enhances its economic status while protecting its funds, providing for daily cash flow demands, and conforming to all state and local statutes governing the investment of the public funds.

Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

4.2.2 Purpose

The purpose of this policy is to establish acceptable parameters to protect, preserve, and maintain the cash and investments of the District's financial portfolio.

4.2.3 Scope

It is intended that this policy is to include all monetary instruments (including cash and cash equivalents) under the direct authority of the Board of Directors (Board), except for funds held by fiscal agents, for which separate investment objectives are specified and are accounted for in the District's audited financial statements.

4.2.4 Prudence

The District adheres to the guidance provided by the "prudent investor rule," which obligates a fiduciary to ensure that: "When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiar with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

4.2.5 Objective

The primary objectives, in priority order, of the District's investment activities are as follows:

- A. Safety: Safety of principal is the foremost objective of the investment program. It is the primary duty and responsibility of the District to protect, preserve and maintain cash and investments placed in its trust on behalf of the citizens of the community. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the District shall evaluate or have evaluated each potential investment seeking both quality in the issuer and in underlying security or collateral. The District will diversify its investments by investing funds among a variety of securities offering independent returns in order to reduce exposure to principal loss.
- B. Liquidity: In order to remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated, an adequate percentage of the portfolio should be maintained in liquid short-term securities which can be converted to cash if necessary. Emphasis should be on marketable securities with low sensitivity to market risk.
- C. Return on Investments (Yield): The investment portfolio shall be designed with the objective of attaining a market rate of return throughout economic cycles, taking into account the investment risk constraints and liquidity needs. Yield should become a consideration only after the basic requirements of safety and liquidity have been met, and therefore is of the least importance when compared to safety and liquidity.

4.2.6 Delegation of Authority

In accordance with California Government Code Section 53601, the authority to invest public funds is expressly held under the authority of the Board. In accordance with California Government Code Section 53607, the Board is authorized to delegate the authority and responsibility for the day-to-day operations of investing and reinvesting District funds, as deemed appropriate.

- A. Investment Authority and Procedures: The Board has granted the authority of the management and operation of the investment program to the Treasurer and Assistant Treasurers who shall carry out established written procedures and internal controls of the program consistent with this investment policy.

4.2.7 Ethics and Conflicts of Interest

Directors, Treasurer, Assistant Treasurers, and all employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program, or impairs their ability to make impartial investment decisions. Additionally, the Treasurer and Assistant Treasurers are required to annually file applicable financial disclosures as required by the Fair Political Practices Commission.

4.2.8 Authorized Financial Dealers and Institutions

Should the District decide to use a Broker/Dealer who is authorized to provide investment services in the State of California, the Dealer/Broker must be approved by the Board of Directors. At that time, an approved Broker/Dealer list will be created and maintained by the Treasurer, which will be reviewed and affirmed by the Board annually. The Treasurer will obtain and have on file the latest audited financials of all approved Broker/Dealers. Each approved Broker/Dealer who desires to become a qualified bidder for investment transactions must supply the District with most recent audited financial statements, proof of National Association of Security Dealers Certification, trading resolution, proof of state registration, completed Broker/Dealer questionnaire, certification of having read the District's investment policy, and depository contracts. In addition, each Broker/Dealer will have a minimum of \$100 million in net capital or act as an introducing broker for a firm that meets the above requirement. All exceptions to the net capital rule will be subject to approval by the Board of Directors.

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Treasurer. Competitive bidding is required for all investment transactions that are not classified as "new issue" securities. For the purchase of non-new issue securities and the sale of all securities, at least two bidders must be contacted.

4.2.9 Authorized and Suitable Investments

The District is governed by the California Government Code, Sections 53600 et seq. Within the context of these limitations, the following investments are authorized:

- A. Local Government Investment Pools (LGIP): District investments in one LGIP shall not exceed 40% of the District's total available investment capital. All LGIP's, except the Local Agency Investment Fund (LAIF) of the State of California, must maintain an AA or higher rating by a nationally recognized statistical rating organization. The District must adopt a resolution prior to investing in any LGIP, except the LAIF. All LGIP's, except the LAIF, must maintain a net asset value of \$1.00 per share and distribute interest monthly. All LGIP's shall have retained an investment adviser that meets all of the following criteria:
 - (1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.
 - (2) The adviser has not less than five years of experience investing in authorized securities.
 - (3) The adviser has assets under management in excess of \$500 million.

Investments in LAIF may be made up to the maximum amount permitted by State Law as long as the total investment in LAIF does not exceed 40% of the District's total available investment capital.

- B. FDIC-insured institutions' Certificates of Deposit, and Savings Accounts: District investments shall not exceed 40% of the District's total available investment capital, or more than 20% in a single FDIC-insured financial institution. Negotiable CD's of A1/P1 rated financial institutions are subject to separate limitations.
- C. Corporate Medium Term Notes (MTNs): District investments shall not exceed 20% of the District's total available investment capital. The maturity of MTNs will not exceed 5 years. The investment in one issuer will not exceed 5% of the District's total available investment capital. An MTN eligible for investment shall be rated in the minimum rating category of "A" by Moody's Investor Service or Standard & Poor's. There will be no investments in corporate medium term notes without prior Board approval.
- D. U.S. Government Bills, Notes, Bonds and Treasury Strips: There will be no limit to the amount of the investment portfolio in these instruments. ~~Maturity will be limited to 5 years unless offset by a long term liability. All investments over 5 years will state the liability which they offset.~~
- E. U.S. Government Agency/Instrumentalities other than above: District investments shall not exceed 40% of the District's total available investment capital. Maturity will be limited to 5 years unless offset by a long term liability. All investments over 5 years will state the liability which they offset.
- F. Bankers' Acceptances: The District may invest in bankers' acceptances (California Government Code Section 53601(g)). Purchases of bankers' acceptances will be limited to FDIC insured banks with a minimum of "A" ratings by Moody's Investor Service or Standard & Poor's. The maximum investment maturity will be restricted to 180 days. No more than 25% of the District's total portfolio may be invested in Banker's Acceptances and single-issuer holdings will be limited to 5% per issuer. There will be no investments in Bankers' Acceptances without prior Board approval.
- G. Commercial Paper: The District may invest in the highest grade of commercial paper as rated by Moody's Investors Service and Standard & Poor's (California Government Code Section 53601 (h)). The commercial paper may only be issued by a general corporation that is organized and operating within the United States, has total assets in excess of \$500 million, and has debt other than commercial paper that is rated "A" or higher by Moody's Investor Service or Standard & Poor's. Purchases shall not exceed 10% of the outstanding paper of the issuing general corporation. Maximum investment maturity will be restricted to 270 days. Maximum portfolio exposure is limited to 25% of the District's total investment portfolio and single-issuer holdings will be limited to no more than 5% per issuer. There will be no investments in commercial paper without prior Board approval.

- H. Negotiable Certificates of Deposit (NCD's): Investment limitations will be the same as money market instruments except for maturity. Maturity will not exceed 5 years. NCD's with a maturity in excess of 1 year will have a long term rating of A-/A3. Investment in one issuer will not exceed 5% of the District's total available investment capital. There will be no investment in negotiable certificates of deposit without prior Board approval.
- I. Mortgage Backed Securities (MBS) and Asset Backed Securities (ABS): MBS and ABS will not exceed 10% of the District's total available investment capital. Average life of the security will not exceed 5 years with a final legal maturity of no longer than 5 years. Credit ratings will be AAA/aaa. There will be no investments in mortgage backed securities or asset backed securities without prior Board approval.
- J. Mutual Funds: Mutual Funds will be limited to Money Market Funds with a Net Asset Value of \$1.00. Each Money Market Fund will have assets of a minimum of \$500 million. Only "No Load" Money Market Funds are eligible for investment. District investments shall not exceed 20% of the District's total available investment capital, or more than 10% in a single Money Market Fund. All Money Market Funds must maintain the highest rating by not less than two nationally recognized statistical rating organizations or retain an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500 million.

4.2.10 Investment Pools/Mutual Funds

Government sponsored investment pools and mutual funds are to be carefully reviewed prior to investing and are to be monitored on an ongoing basis. Requisite information relating to investment pools and mutual funds are to be regularly reviewed by the District and includes the following:

1. Investment policy and objectives;
2. List of allowable investments;
3. Disclosure for settlement and safeguarding of investments;
4. Description of securities pricing and accounting compliance;
5. Explanation of interest calculations, distributions, disclosures;
6. Deposit and withdrawal restrictions; and,
7. Disclosure of audit findings and reports.

4.2.11 Collateralization

Collateralization shall be required on demand deposits, certificates of deposit, and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, a minimum collateralization level is required.

State law regarding collateralization of deposits of public funds requires that securities be held by an agent (i.e. a trust company) of the bank, which may include the bank's trust department only if acceptable to both the bank and the Treasurer, pursuant to California Government Code Section 53656 and 53658. Under the provisions of California Government Code Section 53652, banks are required to secure the deposits of public funds, including certificates of deposits, by: a) pledging government securities with a value of 110 percent of the principal and accrued interest; b) pledging first trust deed mortgage notes having a value 150 percent of the total agency deposit; or c) a letter of credit drawn on the Federal Home Loan Bank of 105 percent of the total agency deposit. Deposits must be secured at all times with eligible securities pursuant to section 53651.

Collateralization of repurchase agreements must be at least 102 percent of the market value of principal and accrued interest. Collateral must consist of U.S. Treasury obligations or U.S. Agency obligations. Other specific requirements on repurchase agreements must be addressed in a master repurchase agreement between the District and the financial institution or broker/dealer.

4.2.12 Safekeeping and Custody

All security transactions, including collateral for repurchase agreements, entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis. To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by the District shall be held in safekeeping by a third party bank trust department that has been designated by the Treasurer, acting as agent for the District under the terms of a custody agreement. All trades executed by a dealer will settle through the District's safekeeping agent as evidenced by safekeeping receipts.

4.2.13 Diversification

The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security type or individual financial institutions. In a diversified portfolio, it must be recognized that measured losses are possible, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

4.2.14 Maximum Maturities

To the extent possible, the District will make every effort to match its investments with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell investments prior to maturity, thus reducing the market risk.

Express authority is granted to invest in investments with term to maturity of greater than five years with a maximum term of ten years, provided the investments are in accordance with stated policy and total investments shall not exceed the amount of long term liabilities outstanding. Investments exceeding 5 years will be matched with a corresponding liability.

4.2.15 Internal Control

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and, (2) the valuation of costs and benefits requires estimates and judgments by the Treasurer and Assistant Treasurers.

Accordingly, the Treasurer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of collusion. Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. Separation of transaction authority from accounting and record keeping. By separating the person who authorizes or performs the transaction from the person who records or otherwise accounts for the transaction, a separation of duties is achieved.
3. Custodial safekeeping. Securities purchased from any bank or dealer, including appropriate collateral (as defined by State Law), shall be placed with an independent third party for custodial safekeeping.
4. Avoidance of physical delivery of securities. Book-entry securities are much easier to transfer and track since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. Clear delegation of authority. The Investment Officers must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. Written confirmation of transactions for investments and wire transfers. Confirmations of trades will be mailed directly to the Treasurer. Confirmations will be checked against pending trades as soon as received. Any discrepancies will be immediately reported to the trade counter party and resolved. All investments and wire transfers will be approved by the Treasurer. In the absence of the Treasurer, an Assistant Treasurer may approve investments and wire transfers. However, upon the return of the Treasurer, the Treasurer will sign and re-approve all trade tickets and wires.

4.2.16 Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The objective of the portfolio should be to obtain a stable rate of return taking into consideration economic constraints commensurate with investment risk and cash flow requirements. Portfolio performance should be compared to appropriate benchmarks on a regular basis, as determined by the Treasurer.

- A. Market Yield. The District's investment strategy is passive (buy and hold). Given this strategy, the 52-week US Treasury Bill is used by the Treasurer as the basis to determine whether market yields are being achieved.

A statement of the market value of the portfolio shall be issued at least quarterly. This will ensure that the minimal amount of review has been performed on the investment portfolio in terms of value and subsequently price volatility.

4.2.17 Reporting

The Treasurer shall submit to the Board a quarterly (or more frequently if so directed by the Board) report of the investment portfolio. This report will allow the Board to ascertain whether investment activities during the reporting period have conformed to the investment policy and as a minimum will include the following:

1. The type of investment, name of issuer, date of maturity, par and dollar amount invested in each security, investment, and money within the portfolio.
2. The weighted average maturity of the investments within the portfolio.
3. Any funds, investments, or programs, including loans that are under management of contracted parties.
4. The market value as of the date of the report, and the source of this valuation for any security within the portfolio.
5. A description of the compliance with the statement of investment policy.
6. A statement of the ability (or lack of) to meet six (6) months cash flow needs. If the answer is not affirmative, a statement as to why there may not be sufficient funds available and a proposed course of action to correct the insufficiency.

4.2.18 Investment Policy Adoption

In accordance with California Government Code Section 53646, the investment policy shall be reviewed and submitted to the Board in order to incorporate any changes necessary to ensure its consistency and relevance to current laws, and financial and economic trends. Any additions, deletions and/or changes to this Investment Policy must always be reviewed and approved by the Board at a public meeting.

4.2.19 Glossary of Terms

Agencies — Federal agency securities and/or Government-sponsored enterprises.

Asked — The price at which securities are offered.

Bankers Acceptance (BA) — A draft, bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Benchmark — A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

Bid — Price a prospective buyer is ready to pay.

Broker/Dealer — Individual or firm acting as principal in securities transaction.

Callables — Securities that the issuer has the right to redeem prior to maturity.

Certificates of Deposit (CD) — A time deposit with a specific maturity evidenced by a certificate.

Collateral — Securities pledged to secure repayment of a loan.

Commercial Paper — The short-term unsecured debt of corporations, with maturities of no longer than 270 days.

Comprehensive Annual Financial Report (CAFR) — An expanded annual financial report. It includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material and a detailed statistical section.

Coupon — a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value; b) A certificate attached to a bond evidencing interest due on a payment date.

Custody — A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to

collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the treasurer.

Debenture — A bond secured only by the general credit of the issuer.

Delivery vs. Payment — There are two methods of delivery of securities: Delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with a simultaneous exchange of money. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Discount — The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities — Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification — Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies — Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives and exporters.

Federal Deposit Insurance Corporation (FDIC) — A federal agency that insures bank deposits, currently up to \$100,000.00 per deposit.

Federal Funds Rate — The rate of interest associated with borrowing a Federal Reserve bank's excess reserves. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB) — Government sponsored wholesale banks (currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banks, draft institutions, credit unions and insurance companies.

Federal National Mortgage Association (FNMA or Fannie Mae) — A publicly owned government sponsored corporation chartered in 1938 to purchase mortgages from lenders and resell them to investors. FNMA is a federal corporation working under the auspices of the Department of Housing (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC) — A committee that sets interest rate and credit policies for the Federal Reserve System, the United States' central bank. The FOMC has 12 members. Seven are the members of the Federal Reserve Board, appointed by the President of the United States. The other five are presidents of the 12 regional Federal Reserve banks. Of the five, four are picked on a rotating basis; the other is the president of the Federal Reserve Bank of New York, who is a permanent member. The committee decides whether to increase or decrease interest rates through open market operations of buying or selling government securities. The committee's decisions are closely watched and interpreted by economists and stock and bond market analysts, who try to predict whether the Fed is seeking to tighten credit to reduce inflation or to loosen credit to stimulate the economy.

Federal Reserve System — System established by the Federal Reserve Act of 1913 to regulate the U.S. monetary and banking system. The Federal Reserve System (the Fed) is comprised of 12 regional Federal Reserve Banks, their branches, and all national and state banks that are a part of the system. The Federal Reserve System's main functions are to regulate the national money supply, set reserve requirements for member banks, supervise the printing of currency at the mint, act as clearinghouse for transfer of funds throughout the banking system, and examine member banks to make sure they meet various Federal Reserve regulations.

Government National Mortgage Association (GNMA or Ginnie Mae) — A government-owned corporation, nicknamed Ginnie Mae, which is an agency of the U.S. Department of Housing and Urban Development. Security holders are protected by the full faith and credit of the U.S. government. Ginnie Mae securities are backed by the FHA, VA or FmHA mortgages. The term "pass throughs" is often used to describe Ginnie Maes.

Intermediate Maturity — Investment period greater than one year but less than five years and one day.

Liquidity — The ability to turn an asset into cash. The ability to buy or sell an asset quickly and in large volume without substantially affecting the asset's price.

Local Agency Investment Fund (LAIF) — The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Long-Term Maturity — Investment period greater than five years.

Long-Term Investment — Maturity on investment greater than five years, as of the date of purchase.

Market Value — The price at which a security is trading, usually the liquidation value.

Master Repurchase Agreement — A written contract covering all future transactions between the parties to repurchase reverse repurchase agreements that establish each party's

rights in the transactions. A master repurchase agreement will often specify the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity — The date upon which the principal or stated value of an investment becomes due and payable.

Money Market — The market in which short-term debt instruments (Treasury bills, commercial paper, bankers acceptances, etc.) are issued and traded.

Mutual Fund – An entity which pools the funds of investors and invests those funds in a set of securities which are specifically defined in the fund’s prospectus. Mutual funds can be invested in various types of securities, as set forth in individual fund’s prospectus.

Negotiable Certificate of Deposit (NCD) – A large denomination (\$100,000 and larger) certificate of deposit that is issued in bearer form and that can be traded in the secondary market. Due to their large denominations, NCDs are bought most often by large institutional investors.

Offer — Price at which someone who owns a security offers to sell it, also known as the asked price.

Open Market Operations — Activities by which the Securities Department of the Federal Reserve Bank of New York, popularly called the desk, carries out instructions of the Federal Open Market Committee designed to regulate the money supply. Open market operations are the Federal Reserve’s most important and most flexible monetary policy tool.

Portfolio — Collection of securities held by an investor.

Primary Dealer — Investment dealers authorized to buy and sell government securities in direct dealings with the Federal Reserve Bank of New York in its execution of Federal Open Market Operations. Such dealers must be qualified in terms of reputation, capacity, and adequacy of staff and facilities.

Qualified Investment — An investment instrument which is approved by this policy or pursuant to procedures set forth in this policy.

Range Note — An investment instrument that pays a high interest rate, if a given index falls within a stipulated range, but pays no interest if the stipulated index falls outside that range.

Rate of Return — The yield obtainable on a security based on its purchase price or its current market price.

Safety — The ability of a security issuer to guarantee redemption of the security.

Safekeeping — See custody.

Secondary Market — A market for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission — Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC Rule 15C3-1 — See Uniform Net Capital Rule.

Short-term Maturities — Investment period of one year or less.

Treasury Bills — A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in 13 weeks, 26 weeks, or 52 weeks.

Treasury Bonds — Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

Treasury Notes — Medium-term coupon bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to ten years.

Treasury Strips – Treasury Strips are treasury notes and treasury bonds whose interest and principal portions of the security have been separated, or “stripped”; these may then be sold separately (in units of \$100 face value) in the secondary market. The name derives from the days before computerization, when paper bonds were physically traded; traders would literally tear the interest coupons off of paper securities for separate resale.

Uniform Net Capital Rule — Securities and Exchange Commission requirement that member firms as well as nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members.

Yield — Percentage rate of interest received versus the purchase price of the instrument if held to maturity.



STAFF REPORT

Agenda Item: 9

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: CALL FOR NOMINATIONS TO THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

RECOMMENDATION: Nominate Board member Jo MacKenzie for election to the San Diego Local Agency Formation Commission (LAFCO) Special District Member position.

PRIOR BOARD ACTION: On January 6, 2016, the Board voted in favor of extending Jo MacKenzie's term to 2020 as a regular special district member on San Diego LAFCO.

FISCAL IMPACT: None by this action.

SUMMARY: Director MacKenzie's term as a regular special district member on LAFCO was extended in 2016 and is due to expire in 2020; Director MacKenzie has indicated an interest in serving another term. LAFCO has issued a call for nominations for one regular special district member to serve on San Diego LAFCO. The term is four years and commences on May 4, 2020.

DETAILED REPORT: The deadline for nominations is February 7, 2020. After nominations are received, it is anticipated that a candidates' forum will be held in conjunction with the California Special Districts Association Quarterly Dinner. Election materials will be mailed out no later than February 14, 2020.

ATTACHMENT: December 6, 2019 letter from LAFCO regarding call for nominations.



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

CALL FOR NOMINATIONS

RECEIVED

DEC 10 2019

VISTA IRRIG. DIST.

December 6, 2019

TO: Independent Special Districts in San Diego County

FROM: Tamaron Lockett, Executive Assistant

SUBJECT: **Call for Nominations | Regular Special District Member Election on LAFCO**

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit one regular special district member to serve on the San Diego Local Agency Formation Commission (LAFCO). The term is four years and commences on May 4, 2020. The incumbent holder – Jo MacKenzie with Vista Irrigation District – is expected to seek nomination and run for a new term. Additional details follow.

• **Eligibility**

Candidates eligible for election must be members of the legislative body of an independent special district who reside within San Diego County but may not be members of the legislative body of a city or county.

• **Authorized Nominations**

State Law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached is nomination form for the LAFCO regular special district member (**Attachment A**).

• **Submittal Process and Deadline**

Signed nominations and a limited **two-page** resume indicating the candidate's District and LAFCO experience must be returned to San Diego LAFCO **no later than Friday, February 7, 2020**. Nominations received after this date will be invalid. Nominations and resumes may be mailed to San Diego LAFCO Office at 9335 Hazard Way, Suite 200, San Diego, CA 92123 or email to tamaron.lockett@sdcountry.ca.gov, if necessary to meet the submission deadline, but the original form must be submitted.

Administration Keene Simonds, Executive Officer County Operations Center 9335 Hazard Way, Suite 200 San Diego, California 92123 T 858.614.7755 F 858.614.7766 www.sdlafco.org	Jim Desmond County of San Diego Dianne Jacob, Vice Chair County of San Diego Greg Cox, Alternate County of San Diego	Mary Casillas Salas City of Chula Vista Bill Wells City of El Cajon Paul McNamara, Alternate City of Escondido	Mark Kersey City of San Diego Chris Cate, Alternate City of San Diego	Jo MacKenzie, Chair Vista Irrigation Barry Willis Alpine Fire Protection Erin Lump, Alternate Rincon del Diablo MWD	Andy Vanderlaan General Public Harry Mathis, Alternate General Public
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After nominations and resumes are received it is anticipated a candidate's forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Election materials will be mailed out **no later than Friday, February 14, 2020** unless otherwise communicated by the LAFCO Executive Officer. Should you have any questions, please contact me at 858.614.7755.

Attachment:

- 1) Nomination form – LAFCO regular special district member

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION REGULAR MEMBER

The _____ is pleased to nominate _____ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2024.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

(Presiding Officer Signature)

(Print name)

(Print Title)

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

Blank page left for Photocopying



STAFF REPORT

Agenda Item: 10

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: DISTRICT COMMITTEES AND REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

RECOMMENDATION: Review and ratify committee and outside organization appointments for 2020.

PRIOR BOARD ACTION: At its December 18, 2019 meeting, the Board elected Richard Vásquez as President, Patrick Sanchez as First Vice President, and Marty Miller, Paul Dorey, and Jo MacKenzie as Vice Presidents for 2020. Marlene Kelleher was appointed as Treasurer with Brett Hodgkiss and Shallako Goodrick as Assistant Treasurers. Lisa Soto was reappointed as Board Secretary with Ramae Ogilvie and Brett Hodgkiss as Assistant Secretaries.

FISCAL IMPACT: Undetermined amount of expenses and per diem.

SUMMARY: For reference, the following list of the District committees and outside organization assignments for 2019 has been provided pending President Vásquez's committee appointments for 2020.

ATTACHMENT: 2019 Committee and Outside Organization Appointments

STANDING COMMITTEES FOR 2019:

Water Sustainability

Vásquez, Chair; and Sanchez

Programs related to water conservation and maintenance of current water sources. Development by VID and/or our supplier(s) of new sources such as desal, brackish water, and recycled water. Does not include Lake Henshaw and the Warner Ranch.

Fiscal Policy

MacKenzie, Chair; and Vásquez

District budget and finances, including rates.

Warner Ranch

Dorey, Chair; and MacKenzie

Contracts, leases, historical assets, environmental issues, long-range planning, and relations with neighboring property owners.

Public Affairs

Sanchez, Chair; and Miller

Public outreach on water conservation and legislation, and public education on major water issues.

Groundwater

Dorey, Chair, and Miller

Groundwater resources management and matters pertaining to the Sustainable Groundwater Management Act of 2014.

OUTSIDE ORGANIZATIONS FOR 2019

San Luis Rey Watershed Council

Dorey; Alternate-Jessica Sherwood

A partnership of local landowners, agricultural growers, Native American bands, community and environmental organizations, government agencies and special districts with ties to this watershed. The Council's primary goal is to develop and implement a comprehensive resource management plan for the San Luis Rey River and its tributaries.

ACWA/JPIA

Dorey; Alternate-Brett Hodgkiss

The insurance pool formed by ACWA member agencies; VID obtains liability, property and workers compensation insurance through ACWA/JPIA.

Southern California Water Committee

Dorey; Alternate-Vásquez

A nonprofit, nonpartisan, public education partnership dedicated to informing Southern Californians about our water needs and our state's water resources; a cooperative effort of business, government, water agencies, agriculture, and public interests.

Groundwater Resources Association

Dorey; Alternate-Vásquez

Dedicated to resources management that protects and improves groundwater through education and technical leadership.



Agenda Item: 11

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Brett Hodgkiss

SUBJECT: MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY

SUMMARY: Informational report by staff and directors concerning the San Diego County Water Authority. No action will be required.



STAFF REPORT

Agenda Item: 12.A

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS

SUMMARY: Directors will present brief reports on meetings and events attended since the last Board meeting.



STAFF REPORT

Agenda Item: 12.B

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: SCHEDULE OF UPCOMING MEETINGS AND EVENTS

SUMMARY: The following is a listing of upcoming meetings and events. Requests to attend any of the following events should be made during this agenda item.

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
1 *	Council of Water Utilities Meeting <i>Jan. 21, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 1/16/20</i>	Vásquez
2 *	Council of Water Utilities Meeting <i>Feb. 18, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 2/13/20</i>	
3	Urban Water Institute’s Spring Water Conference <i>Feb. 19-21, 2020 – Hilton Palm Springs</i> <i>Registration deadline: 1/15/20</i>	Vásquez
4 *	CSDA Quarterly Dinner Meeting <i>Feb. 20, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 2/13/20</i>	
5	ACWA Legislative Symposium <i>Mar. 12, 2020 – Sutter Club, Sacramento</i> <i>Registration deadline: TBD</i>	MacKenzie
6 *	Council of Water Utilities Meeting <i>Mar. 17, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 3/12/20</i>	
7 *	Council of Water Utilities Meeting <i>April 21, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 4/16/20</i>	
8	ACWA Spring Conference <i>May 5-8, 2020 – Monterey</i> <i>Registration deadline: TBD</i>	MacKenzie
9 *	Council of Water Utilities Meeting <i>May 19, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 5/14/20</i>	
10	Special Districts Legislative Days (CSDA) <i>May 19-20, 2020 – Sheraton Grand Sacramento</i> <i>Registration deadline: TBD</i>	
11 *	CSDA Quarterly Dinner Meeting <i>May 21, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 5/14/20</i>	
12	Third Annual Groundwater Sustainability Summit (Groundwater Resources Association) <i>June 10-11, 2020—Hilton Sacramento Arden West</i> <i>Registration deadline: TBD</i>	
13 *	Council of Water Utilities Meeting <i>June 16, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 6/11/20</i>	

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
14 *	Council of Water Utilities Meeting <i>July 21, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 7/16/20</i>	
15 *	Council of Water Utilities Meeting <i>DARK IN AUGUST</i>	
16	Urban Water Institute Annual Water Conference <i>Aug. 19-21, 2020 – Hilton San Diego</i> <i>Registration deadline: TBD</i>	
17 *	CSDA Quarterly Dinner Meeting <i>Aug. 20, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 8/13/20</i>	
18	CSDA Annual Conference <i>August 24-27, 2020 – Palm Springs</i> <i>Registration deadline: TBD</i>	
19 *	Council of Water Utilities Meeting <i>Sept. 15, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 9/10/20</i>	
20 *	Council of Water Utilities Meeting <i>Oct. 20, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 10/15/20</i>	
21 *	CSDA Quarterly Dinner Meeting <i>Nov. 19, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/20</i>	
22 *	Council of Water Utilities Meeting <i>Nov. 17, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/20</i>	
23 *	Council of Water Utilities Meeting <i>DARK IN DECEMBER</i>	
24	ACWA Fall Conference <i>Dec. 1-4, 2020 – Indian Wells; Registration deadline: TBD</i>	
25	Colorado River Water Users Association Conference (CRWUA) <i>Dec. 14-16, 2020 – TBD, Las Vegas; Registration deadline: TBD</i>	

* Non-per diem meeting except when serving as an officer of the organization

The following abbreviations indicate arrangements that have been made by staff:

R=Registration; **H**=Hotel; **A**=Airline; **S**=Shuttle; **C**=Car; **T**=Tentative



Agenda Item: 13

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto

SUBJECT: ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

SUMMARY: This item is placed on the agenda to enable the Board to identify and schedule future items for discussion at upcoming Board meetings and/or identify press release opportunities.

Staff-generated list of tentative items for future agendas:

- Water Supply Planning Study
- Main Replacement Program update
- San Pasqual Undergrounding Project update
- Warner Wellfield Assessment



Agenda Item: 14

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto

SUBJECT: COMMENTS BY DIRECTORS

SUMMARY: This item is placed on the agenda to enable individual Board members to convey information to the Board and the public not requiring discussion or action.



Agenda Item: 15

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL MANAGER

SUMMARY: Informational report by the General Manager on items not requiring discussion or action.