

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

October 19, 2022

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, October 19, 2022, at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

President Miller called the meeting to order at 9:00 a.m.

2. ROLL CALL

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

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Lisa Soto, Secretary of the Board; Frank Wolinski, Director of Operations and Field Services; and Shallako Goodrick, Director of Administration. Present by teleconference was Randy Whitmann, Director of Engineering. General Counsel Elizabeth Mitchell of Burke, Williams & Sorensen was also present.

Other attendees: None.

3. PLEDGE OF ALLEGIANCE

Director MacKenzie led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

22-10-106	<i>Upon motion by Director MacKenzie, seconded by Director Vásquez and unanimously carried (5 ayes: Vásquez, Kuchinsky, Sanchez, MacKenzie and Miller), the Board of Directors approved the agenda as presented.</i>
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5. ORAL COMMUNICATIONS

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

6. CONSENT CALENDAR

22-10-107	<i>Upon motion by Director Vásquez, seconded by Director Kuchinsky and unanimously carried (5 ayes: Vásquez, Kuchinsky, Sanchez, MacKenzie and Miller), the Board of Directors approved the Consent Calendar, including Resolution No. 22-36 approving disbursements.</i>
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A. Minutes of the Fiscal Policy Committee meeting on September 26, 2022

The Board noted and filed the minutes of the Fiscal Policy Committee meeting on September 26, 2022 which were provided for informational purposes.

B. Minutes of Board of Directors meeting on October 5, 2022

The minutes of October 5, 2022 were approved as presented.

C. Resolution ratifying check disbursements

RESOLUTION NO. 22-36

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 70570 through 70659 drawn on Union Bank totaling \$691,745.85.

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 19th day of October 2022.

7. DISTRICT FEES AND CHARGES OTHER THAN WATER RATES

See staff report attached hereto.

President Miller opened the Public Hearing at 9:03 a.m. Director of Administration Shallako Goodrick stated that each year the District reviews its fees and charges other than water rates to ensure that they accurately reflect the cost associated with providing services. Additionally, every other year staff performs in-depth time and motion studies related to the services being provided, which was not done this year; therefore, the proposed fee adjustments reflect mainly the increases to the cost of parts, labor, and outside services. Ms. Goodrick noted that the proposed fee increases would increase revenue to the District above the amount budgeted (\$2,058,800) by approximately \$105,000 if the number and type of transactions remained similar to those in past years.

Ms. Goodrick stated that staff is recommending that the separate Annexation and Detachment Administration fees (conducting agency and non-conducting agency, which are the same amount), shown in Engineering Fees, be combined into a single Annexation Administration Fee and a single Detachment Administration Fee, as the distinction between conducting and non-conducting agency no longer exists.

Ms. Goodrick reviewed the Customer Services Fees, noting that staff learned after the Fiscal Policy Committee meeting that the Lock Hardship and After Hours Unlock Hardship fees could be adjusted for inflation; therefore, it is recommended that these fees be adjusted using the U.S. Department of Labor’s Consumer Price Index - All Urban Consumers- San Diego, CA. She said that the District’s most commonly charged fee, Late Penalty, was increasing by one dollar.

The Board discussed the proposed fee adjustments, and received clarifications as needed. It was noted that there were no members of the public in attendance physically or telephonically, and that no comments were received from members of the public prior to the public hearing. It was further noted that the Building Industry Association (BIA) was notified about the Public Hearing and sent the agenda and staff report; no comments were received from the BIA. President Miller closed the public hearing at 9:34 a.m.

22-10-108 *Upon motion by Director Sanchez, seconded by Director MacKenzie the Board of Directors adopted Resolution 22-37 revising the District's Rules and Regulation to incorporate increases to the fees and charges other than water rates, by the following roll call vote:*

AYES: Directors Vásquez, Kuchinsky, Sanchez, MacKenzie and Miller

NOES: None

ABSTAIN: None

ABSENT: None

A copy of Resolution 22-37 is on file in the official Resolution Book of the District.

8. 2023 BOARD MEETING DATES

See staff report attached hereto.

Following brief discussion the Board took the following action:

22-10-109 *Upon motion by Director MacKenzie, seconded by Director Kuchinsky and unanimously carried (5 ayes: Vásquez, Kuchinsky, Sanchez, MacKenzie and Miller), the Board of Directors established the 2023 Board meeting dates to resolve conflicts as follows: shifted the second Board meeting in May from Wednesday, May 17 to Wednesday, May 24, 2023; moved the second meeting in October from Wednesday, October 18 to Tuesday, October 17, 2023; and scheduled one Board meeting in December on December 6, 2023. All Board meetings to begin at 9:00 a.m.*

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

See staff report attached hereto.

President Miller said that there had not been a meeting of the San Diego County Water Authority (Water Authority) since his last report. He reported that the Metropolitan Water District of Southern California (MWD) elected a new Chair, Adán Ortega, of Ortega Strategies Group. He said that nominations for a new Secretary would be entertained at the next meeting of the MWD Board of Directors.

10. MEETINGS AND EVENTS

See staff report attached hereto.

Directors Vásquez, MacKenzie, Sanchez, and Kuchinsky reported on their attendance at a webinar sponsored by the Southern California Water Coalition entitled "A Collaborative Approach to Colorado River Management". They collectively reported on and discussed briefly the webinar, which centered on the crisis on the Colorado River and efforts to find collaborative solutions basin-wide and how this

could shape the future of Western water for years to come. It was noted that the webinar included a distinguished panels of speakers, including some from Southern California including Sandra Kerl, Water Authority General Manager; Henry Martinez, Imperial Irrigation District General Manager; and Adel Hagekhali, MWD General Manager.

Director MacKenzie reported on her attendance at a meeting of the Special Districts Leadership Foundation (SDLF) Board of Directors meeting in which SDLF goals and scholarships were discussed. Director MacKenzie also reported on her attendance at a meeting of the California Special Districts Association (CSDA) Member Services Committee; she provided the Board with an information sheet regarding key online resources offered by CSDA (attached hereto as Exhibit A) that was handed out at the Committee meeting.

Director MacKenzie reported on her attendance at a meeting of the San Diego Chapter, CSDA Executive Committee in which the November 17, 2022 Quarterly meeting, which will be held at the Butcher Shop in Kearny Mesa, was discussed. Directors Miller and Vásquez expressed interest in attending the meeting in which County of San Diego Board of Supervisors Chair, Nathan Fletcher, is tentatively scheduled to speak about homelessness in San Diego.

Director Kuchinsky mentioned that he recently attended the Vista Chamber of Commerce Business Mixer where a presentation was made by “Sleep in Heavenly Peace”, a group of volunteers dedicated to building, assembling and delivering bunk beds and bedding to children and families in need.

Director Vásquez requested authorization to attend the Association of California Water Agencies (ACWA) Groundwater Committee meeting on November 29, 2022, while at the ACWA Conference in Indian Wells.

22-10-110	<i>Upon motion by Director Kuchinsky, seconded by Director Vásquez and unanimously carried (5 ayes: Vásquez, Kuchinsky, Sanchez, MacKenzie and Miller), the Board of Directors authorized the following attendances: Directors Miller and Vásquez to attend the San Diego Chapter, CSDA Quarterly meeting on November 17, 2022 in Kearny Mesa; and Director Vásquez to attend the ACWA Groundwater Committee meeting on November 29, 2022 in Indian Wells.</i>
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11. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

The Board requested periodic status reports on plans and activities related to the District’s 100th Anniversary, and grants, loans, and other funding sources for upcoming capital projects; it was noted that the status reports could be provided as part under the General Manager’s Comments agenda item.

12. COMMENTS BY DIRECTORS

Director MacKenzie commented that she attended the open house festivities at the Olivenhain Municipal Water District for their new Administration facilities. She shared some of the ideas she garnered from the event that could be useful for the District’s upcoming 100th Anniversary celebration. She shared a photograph of a display showing water connections from the main water line to the water meter serving a property (attached hereto as Exhibit B), which she thought was a good illustration for lay people of how water reaches the tap.

Director Vásquez commented on the recent ACWA Regulatory Advisory. He also commented on the cancellation of the ACWA Region 10 Board meeting due to the passing of a Board member's spouse.

13. COMMENTS BY GENERAL COUNSEL

Ms. Mitchell informed the Board that Governor Newsom had announced that the COVID-19 emergency would end on February 28, 2023, and explained how this would affect the rules for Board meeting teleconferencing. She also reported on other legislation recently signed into law in California including Senate Bill (SB) 1157, a bill to reduce the standard for indoor residential water to 47 gallons per capita daily (GPCD) by 2025 and 42 GPCD by 2030. Director Vásquez requested a synopsis of SB 1157 for the information of the Board.

14. COMMENTS BY GENERAL MANAGER


None were presented.

15. ADJOURNMENT

There being no further business to come before the Board, at 10:59 a.m., President Miller adjourned the meeting.


Jo MacKenzie, First Vice President

ATTEST:



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



Cash Disbursement Report

Payment Dates 9/22/2022 - 10/6/2022

Payment Number	Payment Date	Vendor	Description	Amount
70570 - 70573	09/28/2022	Refund Checks 70570 - 70573	Customer Refunds	1,192.45
70574 - 70575	09/28/2022	Refund Checks 70574 - 70575	Customer Refunds	315.88
70576	09/28/2022	Refund Checks 70576	Customer Refunds	2,496.93
70577	09/28/2022	Amazon Capital Services	Office Supplies	57.33
	09/28/2022		NFPA 70E Electrical Safety Book	183.50
	09/28/2022		Shipping Supplies - HABs	91.21
	09/28/2022		Office Supplies	(57.33)
70578	09/28/2022	Cecilia's Safety Service Inc	Traffic Control - Huff St	760.00
	09/28/2022		Traffic Control - Rush Ave/Portia Ave	2,755.00
70579	09/28/2022	Columbia Bank	E Res Replacement & Pump Station 08/22- Retainage D2346	11,526.24
70580	09/28/2022	Core & Main	12" PVC C900 DR14 Pipe (60)	4,351.62
	09/28/2022		12" x 12" x 2" Threaded Port DI Spool (2)	2,284.08
	09/28/2022		12" Flg x P.O. 22 1/2° (DI) (2)	1,101.99
	09/28/2022		12" Flg x P.O. 90° (DI) (1)	716.62
	09/28/2022		12" P.O. 90° (DI) (1)	593.21
	09/28/2022		12" P.O. 22 1/2° (DI) (1)	377.79
	09/28/2022		8" x 12" x 1" Threaded Port DI Spool (1)	340.99
	09/28/2022		12" x 2" Threaded Companion Flange (1)	313.93
	09/28/2022		12" Flg x P.O. 11 1/4° (DI) (4)	173.20
	09/28/2022		12" x 8" Flange Tee (DI) (1)	833.53
	09/28/2022		8 x 1 IP 202b Saddle (1)	171.04
	09/28/2022		12" CML & C Pipe (40)	4,676.40
	09/28/2022		Coupling Meter .75"x1.50" (5)	64.95
	09/28/2022		Coupling Meter .75"x1.50" (5)	69.28
	09/28/2022		Flange 6" SOW 6-hole (3)	116.91
	09/28/2022		Ball Meter Valve 1.5" FLG X FIP DD & Lockwing (10)	2,284.08
70581	09/28/2022	CoreLogic Solutions Inc	Real Quest Online Services 08/2022	460.18
70582	09/28/2022	DIRECTV	Direct TV Service	107.99
70583	09/28/2022	Fountain Car Wash	Wash Tokens (600)	540.00
70584	09/28/2022	Gateway Pacific Contractors, Inc	E Reservoir Replacement & Pump Station 08/2022	218,998.56
70585	09/28/2022	Grainger	Cordless Rivet Tools	1,081.43
70586	09/28/2022	HydroPro Solutions	Meter Register Modules	337.93
70587	09/28/2022	InfoSend Inc	Data Processing/Mailing Service 06/2022	6,672.32
	09/28/2022		ECCR Inserts for 2022 CCR	208.36
	09/28/2022		Backflow Notices 06/2022	210.72

Payment Number	Payment Date	Vendor	Description	Amount
	09/28/2022		Support & Storage 06/2022	1,660.77
	09/28/2022		Data Processing/Mailing Service - 07/01/22 - 07/10/22	1,914.17
	09/28/2022		Backflow Notices 07/2022	150.06
	09/28/2022		Data Processing/Mailing Service - 07/11/22 - 07/29/22	4,363.44
	09/28/2022		Support & Storage 07/2022	1,683.04
	09/28/2022		Data Processing/Mailing Service - 08/2022	5,813.51
	09/28/2022		Backflow Notices 08/2022	168.13
	09/28/2022		Support & Storage 08/2022	1,640.65
70588	09/28/2022	Joe Moore	Refund - Deposit	598.00
70589	09/28/2022	Laurie & Glenn Brumage	Refund - Deposit	732.00
70590	09/28/2022	NAPA Auto Parts	Belt for Drill Press	11.90
	09/28/2022		Tire Pressure Sensors (20)	541.24
70591	09/28/2022	O'Reilly Auto Parts	Tire Inflator, Air Fresheners	70.46
	09/28/2022		Battery - Truck 56	194.66
	09/28/2022		Alternator - Truck 56	407.26
70592	09/28/2022	Powerland Equipment, Inc	36" Chainsaw Chains	142.21
70593	09/28/2022	Sierra Analytical Labs, Inc	HABs Lab Analysis - Copper Background Samples	588.00
70594	09/28/2022	Southern Counties Lubricants, LLC	Bulk Oil	2,124.19
70595	09/28/2022	Tractor Supply Company	12.5 gauge 4-point barbed wire (53 rolls)	7,052.24
	09/28/2022		6 Ft. T-Posts with free clips (1445)	8,860.03
70596	09/28/2022	Verizon Wireless	Air Cards	152.04
	09/28/2022		Cell Phones	2,939.42
70597	09/28/2022	WIN-911 Software	SCADA Alarm Software Renewal (3 yrs)	2,160.00
70598 - 76000	10/06/2022	Refund Checks 70598 - 76000	Customer Refunds	7,392.04
70601 - 70603	10/06/2022	Refund Checks 76001 - 70603	Customer Refunds	185.35
70604	10/06/2022	ACWA/JPIA	Medical & Dental Insurance 11/2022 - Cobra	69.09
	10/06/2022		Medical & Dental Insurance 11/2022 - Cobra	33.72
	10/06/2022		Medical & Dental Insurance 11/2022 - Cobra	33.72
	10/06/2022		Medical & Dental Insurance 11/2022 - Cobra	33.72
	10/06/2022		Medical & Dental Insurance 11/2022 - Cobra	(67.44)
	10/06/2022		Medical & Dental Insurance 11/2022 - Cobra	69.09
	10/06/2022		Medical & Dental Insurance 11/2022 - Employees	169,516.31
	10/06/2022		Medical & Dental Insurance 11/2022 - Retirees	38,106.55
	10/06/2022		Medical & Dental Insurance 11/2022 - P Kuchinsky	1,700.96
	10/06/2022		Medical & Dental Insurance 11/2022 - R Vasquez	1,919.59
	10/06/2022		Medical & Dental Insurance 11/2022 - M Miller	1,700.96
	10/06/2022		Medical & Dental Insurance 11/2022 - J MacKenzie	1,700.96
	10/06/2022		Medical & Dental Insurance 11/2022 - P Sanchez	1,700.96
70605	10/06/2022	ACWA/JPIA	Dam Failure Liability Insurance 10/2022 - 09/2023	43,964.00
70606	10/06/2022	Asbury Environmental Services	Disposal of Old Grease & Absorbent Mats	327.48

Payment Number	Payment Date	Vendor	Description	Amount
70607	10/06/2022	California Department of Tax and Fee Administration	Sept '22 Use Tax Return	198.00
70608	10/06/2022	CDW Government Inc	Crowdstrike Antivirus Renewal	7,838.19
70609	10/06/2022	Cecilia's Safety Service Inc	Traffic Control - Valley Dr/Monte Vista Dr	1,615.00
	10/06/2022		Traffic Control - Park Center Dr	1,591.25
70610	10/06/2022	Citi Cards	PVC Schedule Reducer Bushing	218.67
	10/06/2022		Controller Module for Rear Gate FOB Access	93.26
	10/06/2022		Bug Screens - HP Reservoir Roof Vents	(690.68)
	10/06/2022		Service for Pontoon Boat	374.16
	10/06/2022		Sample Bottles - HABs	172.53
	10/06/2022		Backflow Refresher	410.00
	10/06/2022		Monitors, Keyboards, Batteries - SCADA	850.75
	10/06/2022		Kitchen & Restroom Services	688.35
	10/06/2022		Emergency Phone Service	24.53
	10/06/2022		Microsoft Azure Services 08/2022	707.85
	10/06/2022		Microsoft Azure Cloud Services 08/2022	23.46
	10/06/2022		One Drive Online Service	15.00
	10/06/2022		Microsoft Azure Services 07/2022	807.25
	10/06/2022		GFI Faxmaker	15.00
	10/06/2022		Employment Advertising - Safety & Risk Admin	250.00
	10/06/2022		Employment Advertising - Director of Admin	250.00
	10/06/2022		Employment Advertising - Safety & Risk Admin	200.00
	10/06/2022		Employment Advertising - IT System Admin	200.00
	10/06/2022		Employment Advertising - Safety & Risk Admin	559.35
	10/06/2022		Refreshments for Training Class	253.06
	10/06/2022		Refreshments for Training Class	298.82
	10/06/2022		CRWUA Conference - M Miller	157.60
	10/06/2022		CRWUA Conference - R Vasquez	157.60
	10/06/2022		CRWUA Conference - J MacKenzie	157.60
	10/06/2022		CRWUA Conference - P Sanchez	157.60
	10/06/2022		CRWUA Conference - P Sanchez	530.00
	10/06/2022		CRWUA Conference - J MacKenzie	530.00
	10/06/2022		CRWUA Conference - M Miller	530.00
	10/06/2022		CRWUA Conference - R Vasquez	530.00
	10/06/2022		Notary Commission Renewal	790.99
70611	10/06/2022	City of Oceanside	Weese Treatment 03/2022	6,589.80
	10/06/2022		Weese Treatment 05/2022	14,717.22
	10/06/2022		Weese Treatment 04/2022	2,620.23
70612	10/06/2022	Coastal Chlorination & Backflow	Chlorination of Main - Rush Ave	427.00
70613	10/06/2022	Core & Main	Pipe 8" PVC DR-14 C900 (100)	3,355.75
	10/06/2022		Ell 12" DI PO 45 Degree (1)	451.40

Payment Number	Payment Date	Vendor	Description	Amount
	10/06/2022		Service Saddle 12x2 PVC (1)	298.77
	10/06/2022		Ell 8" DI POxFL 45 Degree (1)	296.61
	10/06/2022		Nut Bolt Gasket Kit 6"-8" (6" gasket) 3/4 x 3 1/4 (4)	51.96
	10/06/2022		Ell 8" DI PO 45 Degree (1)	221.91
	10/06/2022		Ell 6" DI PO 45 Degree (1)	151.55
	10/06/2022		Ell 2" Brass Street 90 Degree (4)	129.90
	10/06/2022		Nut Bolt Gasket Kit 10"- 12" (10" gasket) (10)	292.28
70614	10/06/2022	CWEA	Membership Renewal	202.00
70615	10/06/2022	Diamond Environmental Services	Portable Restroom Service	137.56
	10/06/2022		Portable Restroom Service	85.69
70616	10/06/2022	EDCO Waste & Recycling Services Inc	Trash & Recycle 09/2022	440.23
70617	10/06/2022	Employee Relations, Inc	Background Check	371.71
70618	10/06/2022	Ferguson Waterworks	Gate Valve 6" FL Butterfly (2)	2,565.53
	10/06/2022		8" 100A-01KC D/S 150# FLG (1)	9,485.68
	10/06/2022		Materials for Tapping Machine	1,128.92
70619	10/06/2022	Habitat Restoration Sciences, Inc	Weed Abatement - Pechstein	3,500.00
	10/06/2022		Weed Abatement - VID Flume Roads	5,250.00
70620	10/06/2022	Hach Company	PH Probe	505.58
	10/06/2022		10.0 PH Buffer	159.82
	10/06/2022		Chlorine Analyzer Maintenance Kit	1,557.68
	10/06/2022		Chlorine Analyzer	667.07
70621	10/06/2022	Hi-Line Inc	Shop Supplies	297.16
	10/06/2022		Rivets (50)	32.48
70622	10/06/2022	InstantCard	Employee ID Card Account	195.00
70623	10/06/2022	Jackson & Blanc	Diagnose High Humidity in Server Room	340.00
70624	10/06/2022	Joe's Paving	Patch Paving	4,667.25
70625	10/06/2022	Lanair Technology Group	Breach Prevention Platform 100 users	180.00
70626	10/06/2022	Lightning Messenger Express	Messenger Service 09/16/22 & 09/30/22	164.00
70627	10/06/2022	Makelele Systems Landscape & Maintenance, Inc	Landscape Services - VID & Reservoirs	1,650.00
70628	10/06/2022	Mallory Safety and Supply, LLC	Vest Lime Hi-Viz 3XL (2)	44.72
	10/06/2022		Vest Lime Hi-Viz MED (5)	111.77
	10/06/2022		Vest Lime Hi-Viz XL (9)	201.18
70629	10/06/2022	McMaster-Carr Supply Company	Hardware	61.06
	10/06/2022		SCADA Monitor Cables	85.74
	10/06/2022		O'Rings	12.83
	10/06/2022		Machine Guard Parts	387.63
	10/06/2022		Electrical Meter Test Leads	239.37
	10/06/2022		Safety Items	472.80
70630	10/06/2022	Michael Price	Reimburse - Damage to Truck	400.00
70631	10/06/2022	Mission Resource Conservation District	Home Water Use Evaluation	103.00

Payment Number	Payment Date	Vendor	Description	Amount
70632	10/06/2022	Moodys	Dump Fees (3)	900.00
70633	10/06/2022	North County Industrial Park	Association Fees 10/2022	879.30
70634	10/06/2022	One Source Distributors	Gas Detector Repair - Pump	268.81
70635	10/06/2022	O'Reilly Auto Parts	Rear Shocks - Truck 56	153.26
70636	10/06/2022	Parkhouse Tire Inc	Tires (2) - Truck 74	251.61
70637	10/06/2022	Ramona Disposal Service	Trash Service 09/2022	201.69
70638	10/06/2022	Registry	CAT Skip Loader Registration	118.00
70639	10/06/2022	Ryan Herco Flow Solutions	Manifold for Mud Pump	196.63
70640	10/06/2022	Volvo Construction Equipment & Services	Cylinder Guard - E2	253.78
70641	10/06/2022	San Diego Friction Products	Smart Backup Alarms (2)	400.46
70642	10/06/2022	San Diego Gas & Electric	Electric 09/2022 - Warner Ranch House	18.68
70643	10/06/2022	Stealth.Com	SCADA PC's (3)	10,625.00
70644	10/06/2022	Tilley Crane Inspection Service Co., Inc	Annual Crane Inspection & Training	3,150.00
70645	10/06/2022	Bend Genetics, LLC	HABS Lab Analysis	2,410.00
70646	10/06/2022	TS Industrial Supply	Latch Kits for Chain Hooks (5)	110.89
	10/06/2022		2" Pipe Wrap Tape 10 Mil (36)	340.99
	10/06/2022		Striping Paint Black #770 (24)	182.38
	10/06/2022		Striping Paint Blue #750 (24)	182.38
	10/06/2022		Striping Paint White #710 (24)	182.38
	10/06/2022		Gatorade Fruit Punch - 2.12 oz / 144 per carton (1)	128.82
	10/06/2022		Wood Wedges 2x4"x12" (60)	84.44
	10/06/2022		Nemesis Smoke Safety Glasses / Blk Frame (12)	70.67
	10/06/2022		MaxiFlex Gloves / Green Cuff / Medium (12)	66.77
	10/06/2022		Max Earplug Uncorded #Max-1 (200/box) (2bx)	63.87
	10/06/2022		Box O Rags 50 Lbs (1)	62.79
	10/06/2022		Construction Marking Paint White #255 (12)	55.73
	10/06/2022		Electrical Tape 3/4" x 60' - 7-Mil (30)	47.09
	10/06/2022		Stanley Quick Change Utility Knife (5)	43.03
	10/06/2022		Wire Brush - Wood Handle 4x19 (4)	14.94
	10/06/2022		MaxiFlex Gloves / Maroon Cuff / Large (12)	66.77
	10/06/2022		Locks 2029 Master (45)	645.44
	10/06/2022		Towel Wypall X80 (5)	246.81
	10/06/2022		Gloves Thickster Nitrile XL 100 per box (10)	281.45
	10/06/2022		Shut-Off Tool #85 (1)	340.99
	10/06/2022		Towel Scrub in a Bucket (6)	133.15
	10/06/2022		Broom 24" Push (9)	464.74
	10/06/2022		Blade 14" Diamond Concrete (2)	467.64
	10/06/2022		Pump Utility 36" with hose (10)	636.51
	10/06/2022		Poly Sprayer 1 gallon (1)	74.48
	10/06/2022		Abrasive Mesh Roll 180G (5)	103.65

Payment Number	Payment Date	Vendor	Description	Amount
	10/06/2022		Igloo Water Cooler 5 gal (1)	50.88
	10/06/2022		Gloves Welding MED (2)	49.58
	10/06/2022		Broom Utility Corn (2)	31.18
	10/06/2022		Pruner 1" (1)	28.15
	10/06/2022		Measuring Tape 25' Engineering (4)	80.11
	10/06/2022		Shovel Mud (1)	69.93
	10/06/2022		Plier 8" Long Nose (1)	33.56
	10/06/2022		Shop Supplies - Garage	153.49
70647	10/06/2022	Verizon Wireless	SCADA Remote Access	387.72
70648	10/06/2022	Vinje & Middleton Engineering Inc	Compaction Test - Rush Ave	1,110.00
70649	10/06/2022	Xerox Corporation	Xerox Supplies & Services	249.40
Grand Total:				691,745.85



**FISCAL POLICY
COMMITTEE REPORT**

Agenda Item: 7

Board Meeting Date: October 19, 2022
Prepared By: Dirs. Miller & MacKenzie

SUBJECT: DISTRICT FEES AND CHARGES OTHER THAN WATER RATES

RECOMMENDATIONS:

1. Conduct a public hearing for the purpose of receiving comments on proposed increases to Vista Irrigation District fees and charges other than water rates.
2. Consider adopting Resolution No. 22-XX revising the Rules and Regulations of Vista Irrigation District to incorporate increases to the fees and charges other than water rates.

PRIOR BOARD ACTION: On November 3, 2021, the Board conducted a public hearing to receive comments on proposed increases and decreases to fees and charges other than water rates. There were no public comments, written or oral, presented at or before that hearing. Resolution No. 21-41 revising Rules and Regulations of the District to incorporate increases and decreases to fees and charges other than water rates was adopted.

FISCAL IMPACT: The revenue produced by these fees and charges is designed to recover the costs associated with the services provided by the District. Adoption of the new miscellaneous fees and charges will increase revenue to the District of approximately \$105,000 if the number and type of transactions remains similar to those in the past. In Fiscal Year 2022, the District collected approximately \$1,148,000 in revenues from miscellaneous fees and charges.

SUMMARY: Every year, the District performs a nexus study and fee analysis to ensure that its fees and charges accurately reflect the actual costs of providing services and only those costs. As a result, the District's fees and charges need revision to properly account for changes in the cost of labor, materials, and outside services for the coming year. The fee summary schedule attached is a comprehensive list of fees and charges other than water rates. The proposed modifications to the fee summary result from changes in material costs, changes in labor costs and costs of outside services.

DETAILED REPORT: Staff has performed detailed costs studies on all fees and charges. The proposed changes are necessary due to inflationary factors and the updated results of the very detailed analysis of the cost make-up of each fee. The proposed fees are calculated using current costs for labor, materials and outside services; a majority of the changes in this fee study are related to increases in labor costs and parts. Staff will present the changes of individual fees at the Board meeting. The proposed fees reflect the estimated cost of providing services in calendar year 2023.

It is recommended that the separate annexation and detachment administration fees (conducting agency and non-conducting agency, which are the same amount) be combined into a single annexation administration fee and a single detachment administration fee as the distinction between conducting and non-conducting agency no longer exists; the San Diego Local Agency Formation Commission no longer designates a conducting agency.

During the Fiscal Committee meeting, the two hardship fees for delinquent lock and after hours delinquent lock were discussed. It was discovered subsequent to the meeting that the fees can be adjusted for inflation consistent with Health & Safety Code Section 116914 (a)(1). It is recommended that the fees be adjusted using the U.S. Department of Labor's Consumer Price Index - All Urban Consumers- San Diego, CA.

The Notice of Public Hearing was (and will be) duly published in the San Diego Union-Tribune (Union-Tribune) a newspaper of general circulation in the District's service area on October 10, 2022 and October 16, 2022. The affidavit of publication will be included as part of the administrative record and made available to the public upon receipt from the Union-Tribune. In addition, in accordance with Government Code § 66016, the District has made available to the public at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081, detailed calculations that serve to demonstrate the need for the proposed fee increases and that the amount of the fees and charges proposed will not exceed the estimated amount required to provide the services for which the fees and service charges are levied. The information shall continue to be accessible and shall be made available at the public hearing to any interested party at the District's headquarters.

ATTACHMENTS:

- Notice of Public Hearing
- Fee Analysis Executive Summary
- Proposed Fee Summary
- Strikeout version of amended sections of the Rules and Regulations
- Draft resolution amending Rules and Regulations



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Administrative Staff

Brett L. Hodgkiss
General Manager
Lisa R. Soto
Board Secretary
Elizabeth A. Mitchell
General Counsel

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Vista Irrigation District will hold a public hearing in its Board Room located at 1391 Engineer Street, Vista, California, on Wednesday, October 19, 2022, at 9:00 a.m., or as soon thereafter as the matter may be heard, to consider revising the Rules and Regulations of the District relating to adjusting fees and charges other than water rates and adopting such revisions effective January 1, 2023. All interested parties are invited to observe and participate in this public hearing to express opinions and/or present evidence relative to this matter and the fees being proposed.

In accordance with Government Code §66016, Vista Irrigation District has made available at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081, public data demonstrating the need for the proposed fee adjustments and that the amount of the fees and charges proposed will not exceed the estimated amount required to provide the services for which the fees and service charges are levied; such information shall continue to be available and shall also be made available at the public hearing to any interested party at the District's headquarters.

Members of the public may attend this hearing in person; in-person attendees must comply with California Department of Public Health COVID-19 related guidance. Members of the public may also observe and participate in the hearing through Vista Irrigation District's teleconferencing line; the phone number and applicable pass code for such participation is as follows: Phone (877) 873-8018; Pass Code 474698#. Telephone participants who are interested in observing and/or participating in the public hearing regarding the fees being considered are requested to place calls to the number listed above at or before 8:50 a.m. on October 19, 2022, so District staff can organize the number and order of speakers and assure the ability of all who wish to participate.

Members of the public may also present testimony or evidence at the public hearing by way of email, traditional mail or expedited courier service. Email communications should be sent to BoardSecretary@vidwater.org. Mailed testimony or evidence should be addressed as follows: Lisa Soto, Board Secretary, Vista Irrigation District, 1391 Engineer Street, Vista, CA 92081. Only emailed and mailed submissions received at the email and physical addresses listed above on or before the 9:00 a.m. hearing time on October 19, 2022 will be considered.

Please take notice that if you or anyone on whose behalf you are acting wishes to challenge any of the matters considered at the public hearing, in court or through other legal means, you may be limited to raising only such subjects as were raised through the conduct of the hearing.

The proposed new fee schedule to be considered by the Vista Irrigation District Board of Directors in connection with the public hearing may be viewed on the District's website at <https://www.vidwater.org/public-notices>. Such materials, and other requests for information, may also be requested by contacting the Board Secretary's office at the address listed above, or by telephoning (760) 597-3128, between 8:00 a.m. and 5:00 p.m., Monday through Friday.

Lisa R. Soto, Secretary
Board of Directors, Vista Irrigation District

**PROOF OF PUBLICATION
(2010 & 2011 C.C.P.)**

**STATE OF CALIFORNIA
County of San Diego**

I am a citizen of the United States and a resident of the County aforesaid: I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of


The San Diego Union Tribune

Formerly known as the North County Times and UT North County and which newspaper has been adjudicated as a newspaper of general circulation by the Superior Court of the County of San Diego, State of California, for the City of Oceanside and the City of Escondido, Court Decree numbers 171349 & 172171, for the County of San Diego, that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

October 10th & 16th 2022

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

**Dated at Temecula, California this
17th, day of October, 2022**



Jane Allshouse – Legal Advertising
The San Diego Union Tribune

NOTICE OF PUBLIC HEARING

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In accordance with Government Code §66016, Vista Irrigation District has made available at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081, public data demonstrating the need for the proposed fee adjustments and that the amount of the fees and charges proposed will not exceed the estimated amount required to provide the services for which the fees and service charges are levied; such information shall continue to be available and shall also be made available at the public hearing to any interested party at the District's headquarters.

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/s/ Lisa R. Soto, Secretary
Board of Directors, Vista Irrigation District



Fees and Charges other than Water Rates

Vista Irrigation District (District) has over 100 different fees and charges that are collected for the provision of services. Every year, the District performs a nexus study and fee analysis to ensure that its fees and charges accurately reflect the actual costs of providing services and only those costs. As a result, the District's fees and charges need to be increased or decreased to properly account for changes in the cost of labor, materials, and outside services for the coming year. Below are brief descriptions of the most common components used in the calculation of fees and charges and explanations as to why fees and charges are increasing by service category (e.g. Construction, Engineering, Customer Service and Water Conservation). Attached is a Proposed Fee Summary that shows each of the fees and charges, the amount of increase or decrease and a brief note of factors contributing to the increase or decrease in a fee or charge. The data and detailed fee calculations are available to the public for public review at the District office.

Fee Components

The calculation of individual fees and charges is based on identified cost centers, such as labor, parts and materials and contract services. Labor costs are fully burdened to include taxes, benefits, equipment and assets, support staff and supervision, computers and other related overhead costs. Actual costs are used for all parts, materials and outside services; these costs are based on contract pricing, inventory values, last order cost or a request for quote from a vendor. Fees and charges can increase or decrease depending on changes to these cost centers as well as labor hours associated with providing a service.

Parts and Materials - inventory part costs are taken directly from the District's inventory system at Fiscal Year-end and based on the average actual cost of an item. Non-inventory part costs are based on the last purchase of an item or a quote from a vendor. The District procures parts and materials via a competitive bidding process to ensure it gets the items at the lowest price.

Material Burden - this cost represents the burden on material costs for the labor to obtain, store and distribute the materials. The material burden rate is calculated every five years and is based on the labor costs to operate and stock the warehouse. The material burden percentage is currently 25%.

Service Burden - this cost represents the burden on outside service contracts costs for labor to negotiate, prepare, execute and administer an agreement through completion. The service burden is calculated every five years. The District procures outside services via a competitive bidding process to ensure it gets the items at the lowest price. The services burden is currently at 8%.

Outside Services – the District contracts with third-party parties to provide certain services, such as paving and traffic control. The cost associated with said services is included in various construction related fees and pricing set forth in the contract. Costs can change annually due to new contracts being negotiated or pricing being adjusted for inflation (as specified in the contract terms).

Labor Rate – the labor rate is equal to the average non-management employee’s salary plus burden, including taxes, benefits, equipment and assets, support staff and supervision, liability insurance, computers, supplies and other related overhead costs. The labor rate is calculated annually based on actual costs, capturing negotiated salary increases capped at 4% (generally based on the U.S. Department of Labor’s Consumer Price Index – All Urban Consumers – San Diego, California) as well as changes in benefit and other burden related costs. The fully burdened labor rate, which incorporated adjustments to salary, benefit and other burden related costs, increased by 5.22%.

Labor Time – the District completes a full time and motion study for all fee and charges every other year. In years that the time and motion study is not undertaken, the time component of labor costs remains constant, unless adjustments are necessary due to changes in process. When a time and motion study is performed, the time estimates to complete tasks associated with a fee or charge are reviewed and adjusted, if necessary, to ensure they reflect the average actual time to complete said task.

Fee Increase Summary

Construction Fees

Construction fees are comprised of labor, parts/materials and outside services costs. Labor cost increases are explained in the Fee Components section. Part costs have increased significantly due to supply chain challenges and market conditions. Examples of the most significant increases during the prior year are shown in the table below.

Key Inventory Items: Year-Over-Year Increase 20% and over		
Class Code	Description	Percentage Increase
Adapter	Adapter 2" Copper x MIP	20%
Angle Ball	Angle Ball Meter Valve .75" Flare w/Swivel Mtr Nut & Lockwing	28%
Bolt Kit	Nut Bolt Gasket Kit 6"-8" (6" gasket) 3/4 x 3 1/4	25%
Bushing	Bushing 2x1.5 Brass	21%
Ell	Ell 6" DI FL 90 Degree	62%
Fire Hydrant	Fire Hydrant LB400 Check Valve	20%
Fire Hydrant	Fire Hydrant 6x4x2.5	25%
Flange	Flange 6" SOW 6-hole	33%
Gate Valve	Gate Valve 6" FL R/W	27%
Lid	Lid 8" Slotted Valve (VID)	40%
Meter	Meter 3/4" x 1" electronic read	23%
Meter Box	DFW Meter Box Small DFW1324CH4-12	20%
Pipe	Pipe 8" PVC DR-14 C900	73%
Pipe	Pipe 6" PVC DR-14 C900	91%
Pipe	Pipe 4" PVC DR-14 C900	124%
Pipe	Pipe 10" PVC DR-14 C900	143%
Tee	Tee 8" DI Flange	41%
Tubing	Tubing 1" Copper Soft 60'	55%
Tubing	Tubing 2" Copper Soft 20'	72%

Engineering Fees

Most Engineering fees are comprised of labor cost, the exceptions being Annexation, Detachment and Capacity Fees. Labor cost increases are explained in the Fee Components section.

Customer Service Fees

Customer Service Fees are mainly comprised of labor costs, which are explained in the Fee Components section. The Delinquent Lock Hardship and After Hours Unlock Hardship fees are adjusted by the change in Consumer Price Index consistent with Health & Safety Code Section 116914(a)(1). The Return Check fee also includes bank fees, and the Damaged Curb Stop fees include parts.

Water Conservation Fees

Water Conservation Fees are mainly comprised of labor costs, which are explained in the Fee Components section.

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2023

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
Construction Fees:					
5/8" Meter Full Install	\$ 6,234	6,670	\$ 436	7.0%	Parts, paving and labor costs increased
5/8" Meter Hook On	655	683	28	4.3%	Parts and labor costs increased
5/8" Service Outlet *	5,579	5,987	408	7.3%	Parts, paving and labor costs increased
3/4" Meter Full Install	6,243	6,693	450	7.2%	Parts, paving and labor costs increased
3/4" Meter Hook On	664	706	42	6.3%	Parts and labor costs increased
3/4" Service Outlet *	5,579	5,987	408	7.3%	Parts, paving and labor costs increased
1" Meter Full Install	6,396	6,840	444	6.9%	Parts, paving and labor costs increased
1" Meter Hook On	817	853	36	4.4%	Parts and labor costs increased
1" Service Outlet *	5,579	5,987	408	7.3%	Parts, paving and labor costs increased
1 1/2" Meter Full Install	8,409	9,194	785	9.3%	Parts, paving and labor costs increased
1 1/2" Meter Hook On	1,901	1,966	65	3.4%	Parts and labor costs increased
1 1/2" Service Outlet *	6,508	7,228	720	11.1%	Parts, paving and labor costs increased
2" Meter Full Install	8,260	9,084	824	10.0%	Parts, paving and labor costs increased
2" Meter Hook On	1,752	1,856	104	5.9%	Parts and labor costs increased
2" Service Outlet *	6,508	7,228	720	11.1%	Parts, paving and labor costs increased
Fire Hydrant Full Install *	18,800	21,182	2,382	12.7%	Parts, paving and labor costs increased
Fire Hydrant Upgrade *	7,015	8,303	1,288	18.4%	Parts and labor costs increased
4" Fire Service Connection *	12,780	13,686	906	7.1%	Parts, paving and labor costs increased
6" Fire Service Connection *	13,280	14,475	1,195	9.0%	Parts, paving and labor costs increased
8" Fire Service Connection *	14,567	15,863	1,296	8.9%	Parts, paving and labor costs increased
10" Fire Service Connection *	16,103	18,080	1,977	12.3%	Parts, paving and labor costs increased
Air Vent, Blow Off, and Gate Valve for Fire Service	4,403	4,651	248	5.6%	Parts and labor costs increased
Commercial Irrigation Service Conversion Fee	2,072	2,266	194	9.4%	Parts and labor costs increased
Backflow Device Set-up	268	282	14	5.2%	Labor cost increased
Reset Pressure Valve	212	223	11	5.2%	Labor cost increased
1" Construction Meter Deposit With Backflow Device	1,104	1,426	322	29.2%	Parts and labor costs increased
Refundable Amount	634	887	253	39.9%	Refund amount increases as part costs increase
1" Construction Meter Deposit With Spanner and Backflow Device	1,124	1,449	325	28.9%	Parts and labor costs increased
Refundable Amount	650	906	256	39.4%	Refund amount increases as part costs increase
3" Construction Meter Deposit With Backflow Device	4,012	4,803	791	19.7%	Parts and labor costs increased
Refundable Amount	2,729	3,359	630	23.1%	Refund amount increases as part costs increase
Unauthorized Taking of District Water	2,769	2,889	120	4.3%	Water Rate and labor costs increased
Relocate Construction Meter	179	188	9	5.0%	Labor cost increased
Unauthorized Construction Meter and Backflow Device Move Penalty	355	374	19	5.4%	Labor cost increased
Subdivision Construction Meter Deposit	8,830	9,070	240	2.7%	Parts and labor costs increased
Refundable Amount	6,773	6,946	173	2.6%	Refund amount decreases as part costs decrease
Meter Service Lateral Termination	2,080	2,165	85	4.1%	Parts and labor costs increased
Temporary Offsite Service *	7,863	8,313	450	5.7%	Parts, paving and labor costs increased
Plus: Per Foot Frontage Charge	71	76	5	7.0%	Parts, paving and labor costs increased

These fees supersede any previously adopted fees.

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2023

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
Temporary Service Agreement Conversion *	8,773	9,270	497	5.7%	Parts, paving and labor costs increased
Plus: Per Foot Frontage Charge	71	76	5	7.0%	Parts, paving and labor costs increased
Temporary Service Agreement Conversion Excluding Tieback and Permit *	7,153	7,650	497	6.9%	Parts, paving and labor costs increased
Plus: Per Foot Frontage Charge	71	76	5	7.0%	Parts, paving and labor costs increased
Cancellation of Meter Application	272	288	16	5.9%	Labor cost increased
Meter Downsize from ¾"	558	588	30	5.4%	Labor cost increased
Meter Downsize from 1"	558	588	30	5.4%	Labor cost increased
Meter Downsize from 1½"	994	1,037	43	4.3%	Labor cost increased
Meter Downsize from 2"	1,262	1,318	56	4.4%	Labor cost increased

* The cost of permit associated with this fee will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2023

	Current Fee	Proposed Fee	\$ Change	% Change	Comments	
Engineering Fees:						
Hydraulic Analysis with Schematic Layout	\$ 1,140	1,199	\$ 59	5.2%	Labor cost increased	
Statement of Cost	503	530	27	5.4%	Labor cost increased	
Update Statement of Cost	224	236	12	5.4%	Labor cost increased	
Specifications Book Cost	72	76	4	5.6%	Labor cost increased	
Plan Check (per Sheet)	517	544	27	5.2%	Labor cost increased	
As-Built Deposit (per Sheet)	497	522	25	5.0%	Labor cost increased	
Refundable Amount (per Sheet)	497	522	25	5.0%	Labor cost increased	
Construction Summary	1,873	1,970	97	5.2%	Labor cost increased	
Water Availability Letter	314	330	16	5.1%	Labor cost increased	
Water Availability Letter Update	146	154	8	5.5%	Labor cost increased	
Private Ownership Agreement	875	919	44	5.0%	Labor cost increased	
Grant of Right of Way (to Public)	779	819	40	5.1%	Labor cost increased	
Quitclaim/Cancellation of Recorded Documents	910	957	47	5.2%	Labor cost increased	
Encroachment Permit	808	849	41	5.1%	Labor cost increased	
Joint Use Agreement	868	909	41	4.7%	Labor cost increased	
Exchange Meter Agreement	436	459	23	5.3%	Labor cost increased	
Fire Flow Analysis (Only)	246	259	13	5.3%	Labor cost increased	
Annexation Fee (per Acre)	7,275	7,557	282	3.9%	Net asset value adjusted for inflation	
Annexation/Administration	2,425	2,552	127	5.2%	Labor cost increased	
Annexation/Administration - VID Not Conducting Agency					Eliminate Separate Fee	
Annexation/Administration - VID Conducting Agency					Eliminate Separate Fee	
Annexation/Administration - VID Conducting Reorganization					Eliminate Separate Fee	
Detachment Fee (per Acre)	-	-	-		No charge	
Detachment/Administration	2,425	2,552	127	5.2%	Labor cost increased	
Detachment/Administration - VID Conducting Agency					Eliminate Separate Fee	
Detachment/Administration - VID Not Conducting Agency					Eliminate Separate Fee	
5/8" Capacity Fee	5,542	5,142	5,295	153	3.0%	Inflation on value of net assets
3/4" Capacity Fee	17,026	7,713	7,943	230	3.0%	Inflation on value of net assets
1" Capacity Fee	2,889	12,855	13,238	383	3.0%	Inflation on value of net assets
1 1/2" Capacity Fee	1,315	25,709	26,476	767	3.0%	Inflation on value of net assets
2" Capacity Fee	889	41,135	42,361	1,226	3.0%	Inflation on value of net assets
3" Capacity Fee	55	82,270	84,723	2,453	3.0%	Inflation on value of net assets
4" Capacity Fee	23	128,546	132,379	3,833	3.0%	Inflation on value of net assets
6" Capacity Fee	13	257,093	264,758	7,665	3.0%	Inflation on value of net assets
8" Capacity Fee	3	411,349	423,614	12,265	3.0%	Inflation on value of net assets
10" Capacity Fee	1	591,314	608,944	17,630	3.0%	Inflation on value of net assets
12" Capacity Fee	0	1,105,500	1,138,461	32,961	3.0%	Inflation on value of net assets
Meter Service Lateral Inspection	748	787	39	5.2%	Labor cost increased	
RPDA Inspection	614	646	32	5.2%	Labor cost increased	

These fees supersede any previously adopted fees.

**Vista Irrigation District
PROPOSED FEE SUMMARY
Effective: January 1, 2023**

	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Comments</u>
RPDA and Lateral Inspection Without Shutdown	1,418	1,492	74	5.2%	Labor cost increased
RPDA and Lateral Inspection With Shutdown	2,356	2,479	123	5.2%	Labor cost increased
Fire Hydrant Inspection	1,005	1,058	53	5.3%	Labor cost increased
Fire Hydrant and Lateral Inspection without Shutdown	1,809	1,904	95	5.3%	Labor cost increased
Fire Hydrant and Lateral Inspection with Shutdown	2,211	2,327	116	5.2%	Labor cost increased

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2023

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
Customer Service Fees:					
Late Penalty	\$ 15	16	\$ 1	6.7%	Labor cost increased
Delinquent Door Hanger	71	75	4	5.6%	Labor cost increased
Delinquent Lock	161	169	8	5.0%	Labor cost increased
Delinquent Lock Hardship *	50	54	4	8.0%	Change in Consumer Price Index
After Hours Lock or Unlock	176	186	10	5.7%	Labor cost increased
After Hours Unlock Hardship *	150	162	12	8.0%	Change in Consumer Price Index
Broken Lock	176	186	10	5.7%	Labor cost increased
Pulled Meter	176	186	10	5.7%	Labor cost increased
Tax Roll	94	99	5	5.3%	Labor cost increased
Returned Check	38	40	2	5.3%	Labor cost increased
Voluntary Lock or Unlock	67	71	4	6.0%	Labor cost increased
Meter Bench Test	447	470	23	5.1%	Labor cost increased
5/8" Damaged Curb Stop	862	927	65	7.5%	Parts and labor costs increased
3/4" Damaged Curb Stop	862	927	65	7.5%	Labor cost increased
1" Damaged Curb Stop	912	954	42	4.6%	Labor cost increased
Water Conservation Fees:					
Second Water Citation within 12 Months	\$ 235	248	\$ 13	5.5%	Labor cost increased
Third Water Citation within 12 Months	471	495	24	5.1%	Labor cost increased
Four or More Water Citations within 12 Months	707	743	36	5.1%	Labor cost increased
1" and Smaller Flow Restrictor Installation & Removal	313	328	15	4.8%	Labor cost increased
1 1/2" and 2" Flow Restrictor Installation & Removal	591	620	29	4.9%	Labor cost increased

* Hardship: 200% below the Federal Poverty Line

4.4 RATES, SERVICE CHARGES AND FEES

Adoption Date:	1/19/2022
Action:	Approved by the VID Board of Directors, Min. Order. 22-01-11 ; Res. 22-07 .

4.4.1 Purpose

The purpose of this policy is to establish water rates and service related charges for services provided by the District.

4.4.2 Water Rate Definitions

A. Billing Period

There are six Billing Periods per year, approximating two months each, which may vary by days from one period to another.

B. Service Charge

A flat charge to each account, based on meter size, which recovers the fixed costs of the District operations.

C. San Diego County Water Authority (CWA) Fee

A flat fee charged by the CWA to each account based on meter size, which recovers CWA's infrastructure access charge.

D. Willful Misrepresentation

Purposeful presentation of a material fact for the purpose of securing a rate, allotment or special benefit for an unqualified account.

4.4.3 Water Rates and Service Related Charges

A. Pass Through of Wholesale Water and Water-Related Service Fees and Charges

All San Diego County Water Authority (CWA) fees and charges for wholesale water and water-related services shall be passed through to Vista Irrigation District customers. The automatic pass through of costs is for a period of five years, terminating on December 31, 2026. These pass throughs shall be calculated by dividing the total billings from CWA for usage charges by the quantity of budgeted water sales.

B. Annual Water Rate Adjustment

Effective each July 1, the District’s water rates will be adjusted to reflect inflationary costs. Such increases shall be calculated as an increase equal to the amount of the increase in the U.S. Department of Labor’s Consumer Price Index – All Urban Consumers – San Diego, California for the previous calendar year ended. These adjustments shall be reflected on invoices sent on or after July 1 of each of the following years: 2023, 2024, 2025, and 2026.

C. Water Rate Structure

The District has established a water rate structure consisting of three tiers for all water usage except for participants in the Special Agricultural Water Rate (SAWR). Participants in SAWR will be billed at a flat rate. Monthly water allocations for the three tiered rates will be determined by meter size according to the following table.

<u>Meter Size</u>	<u>Monthly Allocation</u>		
	<u>Tier 1</u>	<u>Tier 2</u>	<u>Tier 3</u>
5/8"	0-4	5-42	43+
3/4"	0-6	7-60	61+
1"	0-15	16-150	151+
1 1/2"	0-30	31-300	301+
2"	0-48	49-480	481+
3"	0-96	97-960	961+
4"	0-150	151-1,500	1,501+
6"	0-300	301-3,000	3,001+
8"	0-480	481-4,800	4,801+
10"	0-690	691-6,900	6,901+

D. Water Usage Charge

Water use will be charged according to the following table, however the Tier 3 rate will only be imposed during times of water delivery cutbacks imposed by the San Diego County Water Authority. When no water delivery cutbacks are imposed by the Water Authority, Tier 3 usage will be billed at the Tier 2 rate.

<u>Tier</u>	<u>Rate Per Unit*</u>
Tier 1	\$ 4.72
Tier 2	5.19
Tier 3**	5.19

Agricultural Water Programs

<u>Program</u>	<u>Rate Per Unit*</u>
SAWR	\$ 4.10
Domestic usage	5.03

* 1 unit = 748 Gallons

** Tier 3 usage will be billed at the tier 2 rate when no delivery cutbacks are imposed.

E. Service Charge

<u>Meter Size</u>	<u>Monthly Charge</u>
5/8"	\$32.82
3/4" or 3/4" x 1"	43.30
1"	63.98
1 1/2"	116.14
2"	178.50
3"	344.85
4"	531.89
6"	1,259.65
8"	1,675.71
10"	2,507.47

F. San Diego County Water Authority (CWA) Fee

<u>Meter Size</u>	<u>Monthly Charge</u>
5/8"	\$4.24
3/4" or 3/4" x 1"	4.24
1"	6.78
1 1/2"	12.72
2"	22.05
3"	40.70
4"	69.54
6"	127.20
8"	220.48
10"	330.72

G. Locked Meters

The Service Charge and other fixed charges on locked meters shall be twenty-five percent (25%) of the regular charges for that account.

H. Construction Water

All construction water delivered via a construction meter shall be billed at the highest water rate tier and applicable Service Charge.

I. Fire Connection Services

Fire protection connection services, both metered and unmetered, shall be charged the Service Charge applicable to a 5/8" meter. All water used through the detector meter or a metered connection shall be billed at the Water Usage Charge for water.

J. Agricultural Water Programs

A discounted Water Usage Charge will be applied to each individual qualifying agricultural account in an amount equal to the agricultural water rate and/or other reduced charges from the San Diego County Water Authority (CWA). The District will use a melded rate, based on the agricultural water rates and other reduced charges for treated and untreated water, as the discount. Adjustments to the agricultural program rates will be concurrent with any adjustments to CWA agricultural water rates and other charges for treated and untreated water. Resolution No. 21-43 are hereby made a part of these Rules and Regulations by reference.

4.4.4 Service Related Charges

A. Non-Scheduled or Special Meter Readings

When requested by a customer, the District will make a special reading of a meter. For water billings based upon special readings, the above Service Charge and other fixed charges, and the Billing Period will be divided by the number of days in that billing period. The Service Charge and other fixed charges to be billed will be based on the number of days that the customer has received service since the last regularly scheduled meter reading. The same method will be used in prorating the number of units in all rate tiers.

B. Meter Bench Test

When requested by a customer, the District will bench test or, in the case of large meters, trailer test meters at a cost of \$~~470.00~~447.00 per test.

C. Ownership of Fire Hydrants

The VID entered into agreements with the City of Vista and the Vista Fire Protection District concerning the installation and maintenance of fire hydrants. These agreements are incorporated into these Rules and Regulations by this reference. The main segments of the agreement require VID to supply water at no charge for fire suppression and training and to relocate, reconstruct or replace fire hydrants at its expense. VID is responsible for the cost of all fire hydrant repairs and maintenance, including those brought about by traffic accidents or vandalism. Minor maintenance is the responsibility of

the Fire Agency, as is annual inspections. This agreement is renewed yearly and may be canceled with a 30-day written notification by any of the parties.

D. Service Installations During Construction (Construction Meters)

1. 1" Construction Meters with Backflow Device

1" Construction Meters with Backflow Device may be issued to the applicant for a maximum of 30 days. The 1" Construction Meter with Backflow Device without a spanner wrench shall require a ~~\$1,426.00~~~~1,104.00~~ deposit, of which ~~\$887.00~~~~634.00~~ is refundable upon return of the meter in good condition within 35 days. The 1" Construction Meter with Backflow Device and a spanner wrench shall require a ~~\$1,449.00~~~~1,124.00~~ deposit, of which ~~\$906.00~~~~650.00~~ is refundable upon return of the meter and spanner wrench in good condition within 35 days. Water usage shall not be billed, but shall be deducted from the refundable deposit at the then current domestic water rate. The cost of necessary repairs to the meter will also be deducted from the deposit. The refund will be forfeited if the meter is not returned within 35 days.

2. 3" Construction Meters with Backflow Device (For a maximum of one year; new application required after one year)

A ~~\$4,803.00~~~~4,012.00~~ deposit shall be required on all construction meters with backflow device, ~~\$3,359.00~~~~2,729.00~~ of the deposit is refundable upon return of the meter and backflow device in good condition. All construction water shall be billed at the highest water rate tier and applicable Service Charge. Moving a construction meter and backflow device from one location to another shall cost ~~\$188.00~~~~179.00~~ per move. The charge for an unauthorized construction meter and backflow device move shall be ~~\$374.00~~~~355.00~~. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost ~~\$223.00~~~~212.00~~. Developers must use construction meters and backflow devices for landscaping, road grading or construction purposes. Prior to placing the new water system in service, construction water must be obtained from a construction meter served by the existing water distribution system. When the new water distribution system has progressed to the point that it may be placed into service, all service outlets shall be locked. The developer may then make application for subdivision construction water for on-site work.

3. Subdivision Construction Meters

An ~~\$9,070.00~~~~8,830.00~~ deposit shall be required on a Subdivision Construction Meter. ~~\$2,124.00~~~~2,057.00~~ of that deposit is retained for

administration and testing for a net refundable deposit of ~~\$6,9466,773.00~~ if the meter is returned in good condition.

4.4.5 Administrative/Document Fees

The following fees shall be charged to customers and/or applicants where applicable:

Annexations (Administrative Fee)	\$ 2,552.00
VID is Conducting Agency for Reorganization	\$ 2,425.00
VID is Conducting Agency	\$ 2,425.00
VID is Not Conducting Agency	\$ 2,425.00
Construction Contract (Preparation Fee)	\$ 1,970.00 1,873.00
Detachments (Administrative Fee)	\$ 2,552.00
VID is Conducting Agency	\$ 2,425.00
VID is Not Conducting Agency	\$ 2,425.00
Grant of Right of Way (Document)	\$ 819.00 779.00
Private Ownership Agreement (Document)	\$ 919.00 875.00
Quitclaim/Cancellation of Recorded Documents	\$ 957.00 910.00
Encroachment Permit	\$ 849.00 808.00
Joint Use Agreement	\$ 909.00 868.00
Exchange Meter Agreement	\$ 459.00 436.00
Water Availability Letter Update	\$ 154.00 146.00
Water Availability Letter	\$ 330.00 314.00

4.4.6 Annexation/Detachment (Change of Boundaries) Per Acre Fees

A. Annexation Fees (See Sec. 3.1)

~~\$7,557.00~~7,275.00 per acre.

B. Detachment Fee (See Sec. 3.1)

\$0 per acre

4.4.7 Backflow Device Charges

New backflow device installations will be investigated and monitored with a set-up fee of ~~\$282.00~~268.00. The District will not be responsible for testing and repairs to such devices once they are entered on the monitoring system. (See "Cross Connection Control," Section 6.3.)

4.4.8 Collection of Connection Fees

For water meters purchased on or after January 1, 2018 that abut an existing water main or are determined to be a "Permanent Offsite Service" per Section 3.8.6 (Temporary and Permanent Offsite Water Services), the cost of connecting service is included as part of the "Capacity Fee" established in Section 4.4.16.

Connection fees shall be collected for the following cases:

A. Temporary Offsite Service (see Section 3.8.6)

In addition to the charges otherwise provided by these regulations, the cost for providing a Temporary Offsite Service will be ~~\$8,313.00~~~~7,863.00~~, plus an additional charge of ~~\$76.00~~~~71.00~~ per foot of frontage.

The cost of permit associated with a Temporary Offsite Service is dependent upon its jurisdiction and will be determined at the time of its application.

B. Permanent Water Service resulting from a Temporary Service Agreement (TSA)

Conversion from a temporary offsite service to a permanent onsite service to satisfy the terms and conditions of a TSA shall be ~~\$9,270.00~~~~8,773.00~~ plus an additional charge of ~~\$76.00~~~~71.00~~ per foot of frontage.

Conversion from a temporary offsite service to a permanent onsite service excluding private plumbing tieback to satisfy the terms and conditions of a TSA shall be ~~\$7,650.00~~~~7,153.00~~ plus an additional charge of ~~\$76.00~~~~71.00~~ per foot of frontage.

The cost of permit associated with a Permanent Water Service resulting from a Temporary Service Agreement (TSA) is dependent upon its jurisdiction and will be determined at the time of its application.

C. Connection to “Pipeline Extensions Constructed by Developers” (See Section 3.8.7 C).

Connection fee shall be established in a payback agreement between the District and Developer.

4.4.9 Engineering Service Fees

A. Hydraulic Analysis with Schematic Layout

Upon request by landowner or his agent, the District shall perform a hydraulic analysis to determine required facilities, including pipeline sizes, and shall provide applicant with a schematic layout of required facilities to serve the proposed project. The cost for providing hydraulic analysis with schematic layout is ~~\$1,199.00~~~~1,140.00~~.

B. Statement of Cost

After the hydraulic analysis with schematic layout has been done by the District, upon request by landowner or his agent, the District will provide a statement of cost which shall provide the applicant with a detailed cost of constructing said facilities using District forces. The cost for providing a statement of cost will be ~~\$530.00~~503.00. The statement of cost is effective for 30 days.

C. Updated Statement of Cost

After 30-days have elapsed, an updated statement of cost will be required. The cost for an updated statement of cost will be ~~\$236.00~~224.00.

D. Fire Flow Analysis

The cost for providing fire flow analysis only will be ~~\$259.00~~246.00.

E. Plan Check

The District will check all improvement plans, and if acceptable, will approve said improvement plans. The fee for plan checking will be ~~\$544.00~~517.00 per sheet excluding all sheets not showing water lines or appurtenances.

F. As-Built Drawings

The District requires all final As-Built drawings to be submitted at the end of the project. A deposit of ~~\$522.00~~497.00 per sheet is collected at the beginning of the project. After acceptance of As-Built drawings and the project by the District, the deposit will be refunded.

G. Meter Service Lateral Inspection

The cost for inspecting a service lateral connected to our main by an outside contractor will be ~~\$787.00~~748.00.

H. RPDA Inspection

The cost associated with inspection of a Reduced Pressure Detector Assembly (RPDA) is as follows:

RPDA inspection	\$	646.00 <u>614.00</u>
RPDA and lateral inspection without shutdown	\$	1,492.00 <u>1,418.00</u>
RPDA and lateral inspection with shutdown	\$	2,479.00 <u>2,356.00</u>

I. Water Supply Assessment

The fee for preparation of a water supply study is variable and is dependent upon the number of hours spent by District staff preparing the study. The charge will be based on actual costs.

4.4.10 Fire Hydrant Installations

Full installations include up to 30 feet of pipe. Any pipe required for the installation over and above the 30 feet allowed in the flat rate for full installation shall be at additional cost. The cost of permit associated with fire hydrant installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

Full Installation	\$ 21,182.00 <u>18,800.00</u>
Upgrade	\$ 8,303.00 <u>7,015.00</u>

The cost associated with inspection of a Fire Hydrant is as follows:

Fire Hydrant inspection	\$ 1,058.00 <u>1,005.00</u>
Fire Hydrant and lateral inspection without shutdown	\$ 1,904.00 <u>1,809.00</u>
Fire Hydrant and lateral inspection with shutdown	\$ 2,327.00 <u>2,211.00</u>

4.4.11 Fire Service

4" Fire Service Connection	\$ 13,686.00 <u>12,780.00</u>
6" Fire Service Connection	\$ 14,475.00 <u>13,280.00</u>
8" Fire Service Connection	\$ 15,863.00 <u>14,567.00</u>
10" Fire Service Connection	\$ 18,080.00 <u>16,103.00</u>

Fire service connection installations include up to 30 feet of pipe. Any pipe required for the installation over and above the 30 feet allowed shall be at an additional cost. When an in-line gate valve, air vent and blow-off is required, a fee of \$~~4,651.00~~4,403.00 will be charged. The cost of permit associated with fire service connections will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

4.4.12 Water Meter Fees

A. Water Meter Fees

⁵ / ₈ " Hook-on Meter	\$ 683.00 <u>655.00</u>
Service Outlet	\$ 5,987.00 <u>5,579.00</u>
Full Installation	\$ 6,670.00 <u>6,234.00</u>

The smallest meter size allowable shall be a ³/₄" meter. A ⁵/₈" meter is only allowed for installation in condominiums, and mobile home subdivisions where each unit is metered separately or in similar low demand non-landscaping uses as approved by the District General Manager.

(Resolution No. 4191, Last Revision 2/16/83: Resolution 83-15)

3/4" Hook-on Meter	\$ 706.00 664.00
Service Outlet	\$ 5,987.00 5,579.00
Full Installation	\$ 6,693.00 6,243.00
1" Hook-on Meter	\$ 853.00 817.00
Service Outlet	\$ 5,987.00 5,579.00
Full Installation	\$ 6,840.00 6,396.00
1 1/2" Hook-on Meter	\$ 1,966.00 1,901.00
Service Outlet	\$ 7,228.00 6,508.00
Full Installation	\$ 9,194.00 8,409.00
2" Hook-on Meter	\$ 1,856.00 1,752.00
Service Outlet	\$ 7,228.00 6,508.00
Full Installation	\$ 9,084.00 8,260.00
3" or larger sized meters by estimate only	

The cost of permit associated with water meter installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

B. Cost for Reduction of Meter Size

Reduction of a meter size shall be performed by the District upon written request by the owner. The owner shall be responsible for the cost of labor and parts associated with the reduction of a meter size. However, there shall be no charge to the owner for the cost of the new meter. Owner shall retain equity in the meter based on the smaller size.

The costs associated with reduction of a meter size are as follows:

Meter downsize from 3/4"	\$ 588.00 558.00
Meter downsize from 1"	\$ 588.00 558.00
Meter downsize from 1 1/2"	\$ 1,037.00 994.00
Meter downsize from 2"	\$ 1,318.00 1,262.00

The reduction of a meter size from 3" or larger sized meter is by estimate only.

C. Refunds for Discontinued Meters

There are no refunds for discontinued meters.

D. Collection of Capacity Fee on Behalf of the San Diego County Water Authority

This District will not accept any otherwise eligible application for meter service installation unless it is accompanied by payment of the applicable

capacity fee imposed by the San Diego County Water Authority. These fees are in accordance with the schedule authorized by the San Diego County Water Authority, which may be changed by that agency from time to time. This District is acting only as a collection agent for these fees.

E. Cancellation of Meter Application or Service Change

The cost for canceling a meter application or service change after it has been submitted and processed will be ~~\$288.00~~272.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be ~~\$2,165.00~~2,080.00.

G. Commercial Irrigation Service Conversion

The cost for converting an existing domestic commercial service lateral into a dedicated combination irrigation and domestic service will be ~~\$2,266.00~~2,072.00.

4.4.13 District Overhead

A 25% material burden factor will be applied to all bills rendered for parts or material furnished by the District. In addition, an 8% services burden will be applied to all bills rendered that require the District to administer a contract.

4.4.14 Fees Related to Payment of Bills

A. Delinquent Bills and Meters Locked for Non-Payment

All water bills are due and payable upon presentation. If unpaid pursuant to Sections 2.2.3 and 2.2.4, the bill becomes delinquent. If not paid by the penalty date, the service becomes subject to discontinuance and will be charged a fee of ~~\$16.00~~15.00. Prior to discontinuing a service, a reminder is given to the customer by attaching a door hanger. The fee charged for a door hanger will be ~~\$75.00~~71.00. Returned check charge will be ~~\$40.00~~38.00.

Pursuant to Water Code 25806, unpaid water charges may be added to and become a part of the annual assessment levied upon the real property. The cost for reporting delinquent accounts that are added to the property tax roll will be ~~\$99.00~~94.00.

Services that are locked for non-payment of water bills will be charged an additional ~~\$168.00~~161.00; customers who qualify for the Delinquent Lock Hardship fee will be charged ~~\$54.00~~50.00. To unlock a meter after hours,

there will be a charge of ~~\$186.00~~~~176.00~~; customers who qualify for the After-hours Unlock Hardship fee will be charged ~~\$162.00~~~~150.00~~.

Broken District locks shall be billed at the rate of ~~\$186.00~~~~176.00~~ per lock. If a meter is pulled for delinquency, there will be a minimum charge of ~~\$186.00~~~~176.00~~.

The fees charged for repairing damaged curb stops are as follows:

5/8" damaged curb stop:	\$ 927.00 862.00
3/4" damaged curb stop:	\$ 927.00 862.00
1" damaged curb stop:	\$ 954.00 912.00

The fee for repairing damaged curb stops larger than 1" is variable and is dependent upon the number of hours spent by District staff and parts used. The fee will be based on actual costs.

B. Meters Locked by Request of Owner

Upon written request by owner, the meter will be locked as a convenience to the customer by the District for a charge of ~~\$71.00~~~~67.00~~ and subsequently unlocked for an additional ~~\$71.00~~~~67.00~~. To lock or unlock a meter after hours, there will be a charge of ~~\$186.00~~~~176.00~~.

Locked meters will be charged a bi-monthly Readiness-to-Serve charge based on twenty-five percent (25%) of the Readiness-to-Serve charge for that account.

Locking of meters at the request of the owner does not relieve the owner of the responsibility for payment for any water used through the meter or for any damage resulting therefrom. All water registered through the meter after the District has locked the meter shall be paid for by the customer.

4.4.15 Specification Books

Purchase of District Standard Specifications for the Construction of Pipelines shall be ~~\$76.00~~~~72.00~~. The purchase covers the updating of the specifications for one year from the date of purchase.

4.4.16 Capacity Fees

For all potable water meters installed and for all reclaimed water meters (excepting those areas subject to the contract with Buena Sanitation District dated May 19, 1981), the following charges shall be made:

<u>Meter Size</u>	<u>Capacity Fee</u>
5/8"	\$ 5,295.00 5,142.00
3/4"	\$ 7,943.00 7,713.00
1"	\$ 13,238.00 12,855.00
1 1/2"	\$ 26,476.00 25,709.00
2"	\$ 42,361.00 41,135.00

3"	\$	84,723.00 <u>82,270.00</u>
4"	\$	132,379.00 <u>128,546.00</u>
6"	\$	264,758.00 <u>257,093.00</u>
8"	\$	423,614.00 <u>411,349.00</u>
10"	\$	608,944.00 <u>591,314.00</u>
12"	\$	1,138,461.00 <u>1,105,500.00</u>

These fees are not refundable. If the size of the meter is increased, the difference in capacity fees between the new and old meter at the current prices will be paid. There is no refund of the capacity fees if the meter is reduced in size.

The Board of Directors will waive all capacity fees when installing individual meters at multiple residences served by an existing single meter and will request that the San Diego County Water Authority will also waive their capacity fees for the customer.

4.4.17 Water Conservation Fees

Second water citation within 12 months	\$	248.00 <u>235.00</u>
Third water citation within 12 months	\$	495.00 <u>471.00</u>
In addition, a flow restrictor may be installed for up to five days.		
Four or more water citations within 12 months	\$	743.00 <u>707.00</u>
In addition, a flow restrictor may be installed or service may be discontinued.		
1" and smaller flow restrictor installation & removal	\$	328.00 <u>313.00</u>
1½" and 2" flow restrictor installation & removal	\$	620.00 <u>591.00</u>

These fees will be added to the water account and will be subject to Section 2.2 - Billing Procedures.

4.4.18 Unauthorized Taking of District Water

If it is determined there has been an unauthorized use of District water through an illegal hook-up, the fee for this unauthorized taking of District water will be ~~\$2,889.00~~\$2,769.00.

RESOLUTION NO. 22-XX

RESOLUTION OF THE BOARD OF DIRECTORS
OF VISTA IRRIGATION DISTRICT
AMENDING CERTAIN PROVISIONS OF THE DISTRICT'S RULES AND REGULATIONS
RELATIVE TO FEES AND CHARGES OTHER THAN WATER RATES

WHEREAS, the District has performed detailed cost studies on all fees and charges; and

WHEREAS, these cost studies consist of over 530 pages of analyses and were available to the public for their review as far back as September 15, 2022; and

WHEREAS, the fees adopted in this Resolution will supersede any previous fees adopted as of the effective date of this Resolution as specified in the amendment to the District's Rules and Regulations herein; and

WHEREAS, it is necessary to make changes to said fees and charges due to inflationary factors and the detailed analyses of the cost make-up of each fee; and

WHEREAS, on October 19, 2022, the Board of Directors of the Vista Irrigation District conducted a duly noticed public hearing on proposed increases to certain fees and charges other than water rates, and considered the evidence and testimony presented at the public hearing; and

WHEREAS, after conducting the public hearing, the Board of Directors finds that the proposed fee increases were developed in accordance with California law, and based on the evidence provided to the Board of Directors at that hearing, including the foregoing fee studies (which are a part of the record of this proceeding), the Board determined that the adjustments to the fees contemplated in this Resolution do not result in amounts that exceed the estimated amount required to provide the service for which the fee or charge is levied; and

WHEREAS, based upon the analysis and information provided by District staff, the Board of Directors finds and determines that, with respect to each fee or charge proposed to be increased, the proposed fee or charge does not exceed the reasonable cost of providing the service for which the fee or charge is levied.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby find and declare as follows:

SECTION 1. **Recitals.** The foregoing recitals are true and correct and incorporated herein as findings.

SECTION 2. **Effective Date.** Upon approval by the Board of Directors, these fees and charges will be effective January 1, 2023.

SECTION 3. **Additional Findings.** The Board of Directors hereby makes the following additional findings:

1. The fees and charges adopted or amended by this Resolution are for the purpose of:
 - a. Meeting ongoing operating and maintenance expenses of the District, including employee wage rates and fringe benefits and the purchase of supplies, equipment, materials or services necessary for operation and maintenance activities of the District;
 - b. Meeting the financial requirements of the District; and
 - c. Maintaining the existing levels of services to the lands, residents and water users within the District's existing service area.
2. These fees and charges cover the cost of the District providing the specified services set forth herein, and/or cover the costs of the impacts to the District from the specified activities described in the Resolution.

SECTION 4. **California Environmental Quality Act.** Based upon the foregoing findings, the adoption or amendment of the fees and charges in this Resolution are exempt from the California Environmental Quality Act, Public Resources Code Section 21000, et seq. ("CEQA"), pursuant to State CEQA Guidelines §15273. District staff is authorized to file a Notice of Exemption in accordance with CEQA with respect to the adoption of this Resolution.

SECTION 5 **Notice.** The Notice of Public Hearing was duly published on October 10, 2022 and October 16, 2022 in The San Diego Union-Tribune, a newspaper of general circulation in the District's service area. In addition, in accordance with Government Code § 66016, Vista Irrigation District has made available public data demonstrating the need for proposed fees and charges to be adjusted, and such information shall continue to be made available to any interested party at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081.

SECTION 6. **Amendment to Rules and Regulations.** Based on the foregoing conclusions and evidence, the Board of Directors of Vista Irrigation District does hereby amend certain provisions of the District's Rules and Regulations as follows:

4.4 RATES, SERVICE CHARGES AND FEES

4.4.1 Purpose

The purpose of this policy is to establish water rates and service related charges for services provided by the District.

4.4.2 Water Rate Definitions

A. Billing Period

There are six Billing Periods per year, approximating two months each, which may vary by days from one period to another.

B. Service Charge

A flat charge to each account, based on meter size, which recovers the fixed costs of the District operations.

C. San Diego County Water Authority (CWA) Fee

A flat fee charged by the CWA to each account based on meter size, which recovers CWA's infrastructure access charge.

D. Willful Misrepresentation

Purposeful presentation of a material fact for the purpose of securing a rate, allotment or special benefit for an unqualified account.

4.4.3 Water Rates and Service Related Charges

A. Pass Through of Wholesale Water and Water-Related Service Fees and Charges

All San Diego County Water Authority (CWA) fees and charges for wholesale water and water-related services shall be passed through to Vista Irrigation District customers. The automatic pass through of costs is for a period of five years, terminating on December 31, 2026. These pass throughs shall be calculated by dividing the total billings from CWA for usage charges by the quantity of budgeted water sales.

B. Annual Water Rate Adjustment

Effective each July 1, the District’s water rates will be adjusted to reflect inflationary costs. Such increases shall be calculated as an increase equal to the amount of the increase in the U.S. Department of Labor’s Consumer Price Index – All Urban Consumers – San Diego, California for the previous calendar year ended. These adjustments shall be reflected on invoices sent on or after July 1 of each of the following years: 2023, 2024, 2025, and 2026.

C. Water Rate Structure

The District has established a water rate structure consisting of three tiers for all water usage except for participants in the Special Agricultural Water Rate (SAWR). Participants in SAWR will be billed at a flat rate. Monthly water allocations for the three tiered rates will be determined by meter size according to the following table.

<u>Meter Size</u>	<u>Monthly Allocation</u>		
	<u>Tier 1</u>	<u>Tier 2</u>	<u>Tier 3</u>
5/8"	0-4	5-42	43+
3/4"	0-6	7-60	61+
1"	0-15	16-150	151+
1 1/2"	0-30	31-300	301+
2"	0-48	49-480	481+
3"	0-96	97-960	961+
4"	0-150	151-1,500	1,501+
6"	0-300	301-3,000	3,001+
8"	0-480	481-4,800	4,801+
10"	0-690	691-6,900	6,901+

D. Water Usage Charge

Water use will be charged according to the following table, however the Tier 3 rate will only be imposed during times of water delivery cutbacks imposed by the San Diego County Water Authority. When no water delivery cutbacks are imposed by the Water Authority, Tier 3 usage will be billed at the Tier 2 rate.

<u>Tier</u>	<u>Rate Per Unit*</u>
Tier 1	\$ 4.72
Tier 2	5.19
Tier 3**	5.19

Agricultural Water Programs

<u>Program</u>	<u>Rate Per Unit*</u>
SAWR	\$ 4.10
Domestic usage	5.03

* 1 unit = 748 Gallons

** Tier 3 usage will be billed at the tier 2 rate when no delivery cutbacks are imposed.

E. Service Charge

<u>Meter Size</u>	<u>Monthly Charge</u>
5/8"	\$32.82
3/4" or 3/4" x 1"	43.30
1"	63.98
1 1/2"	116.14
2"	178.50
3"	344.85
4"	531.89
6"	1,259.65
8"	1,675.71
10"	2,507.47

F. San Diego County Water Authority (CWA) Fee

<u>Meter Size</u>	<u>Monthly Charge</u>
5/8"	\$4.24
3/4" or 3/4" x 1"	4.24
1"	6.78
1 1/2"	12.72
2"	22.05
3"	40.70
4"	69.54
6"	127.20
8"	220.48
10"	330.72

G. Locked Meters

The Service Charge and other fixed charges on locked meters shall be twenty-five percent (25%) of the regular charges for that account.

H. Construction Water

All construction water delivered via a construction meter shall be billed at the highest water rate tier and applicable Service Charge.

I. Fire Connection Services

Fire protection connection services, both metered and unmetered, shall be charged the Service Charge applicable to a 5/8" meter. All water used through the detector meter or a metered connection shall be billed at the Water Usage Charge for water.

J. Agricultural Water Programs

A discounted Water Usage Charge will be applied to each individual qualifying agricultural account in an amount equal to the agricultural water rate and/or other reduced charges from the San Diego County Water Authority (CWA). The District will use a melded rate, based on the agricultural water rates and other reduced charges for treated and untreated water, as the discount. Adjustments to the agricultural program rates will be concurrent with any adjustments to CWA agricultural water rates and other charges for treated and untreated water. Resolution No. 21-43 are hereby made a part of these Rules and Regulations by reference.

4.4.4 Service Related Charges

A. Non-Scheduled or Special Meter Readings

When requested by a customer, the District will make a special reading of a meter. For water billings based upon special readings, the above Service Charge and other fixed charges, and the Billing Period will be divided by the number of days in that billing period. The Service Charge and other fixed charges to be billed will be based on the number of days that the customer has received service since the last regularly scheduled meter reading. The same method will be used in prorating the number of units in all rate tiers.

B. Meter Bench Test

When requested by a customer, the District will bench test or, in the case of large meters, trailer test meters at a cost of \$470.00 per test.

C. Ownership of Fire Hydrants

The VID entered into agreements with the City of Vista and the Vista Fire Protection District concerning the installation and maintenance of fire hydrants. These agreements are incorporated into these Rules and Regulations by this reference. The main segments of the agreement require VID to supply water at no charge for fire suppression and training and to relocate, reconstruct or replace fire hydrants at its expense. VID is responsible for the cost of all fire hydrant repairs and maintenance, including those brought about by traffic accidents or vandalism. Minor maintenance is the responsibility of

the Fire Agency, as is annual inspections. This agreement is renewed yearly and may be canceled with a 30-day written notification by any of the parties.

D. Service Installations During Construction (Construction Meters)

1. 1" Construction Meters with Backflow Device

1" Construction Meters with Backflow Device may be issued to the applicant for a maximum of 30 days. The 1" Construction Meter with Backflow Device without a spanner wrench shall require a \$1,426.00 deposit, of which \$887.00 is refundable upon return of the meter in good condition within 35 days. The 1" Construction Meter with Backflow Device and a spanner wrench shall require a \$1,449.00 deposit, of which \$906.00 is refundable upon return of the meter and spanner wrench in good condition within 35 days. Water usage shall not be billed, but shall be deducted from the refundable deposit at the then current domestic water rate. The cost of necessary repairs to the meter will also be deducted from the deposit. The refund will be forfeited if the meter is not returned within 35 days.

2. 3" Construction Meters with Backflow Device (For a maximum of one year; new application required after one year)

A \$4,803.00 deposit shall be required on all construction meters with backflow device, \$3,359.00 of the deposit is refundable upon return of the meter and backflow device in good condition. All construction water shall be billed at the highest water rate tier and applicable Service Charge. Moving a construction meter and backflow device from one location to another shall cost \$188.00 per move. The charge for an unauthorized construction meter and backflow device move shall be \$374.00. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost \$223.00. Developers must use construction meters and backflow devices for landscaping, road grading or construction purposes. Prior to placing the new water system in service, construction water must be obtained from a construction meter served by the existing water distribution system. When the new water distribution system has progressed to the point that it may be placed into service, all service outlets shall be locked. The developer may then make application for subdivision construction water for on-site work.

3. Subdivision Construction Meters

A \$9,070.00 deposit shall be required on a Subdivision Construction Meter. \$2,124 of that deposit is retained for administration and testing for a net refundable deposit of \$6,946 if the meter is returned in good condition.

4.4.5 Administrative/Document Fees

The following fees shall be charged to customers and/or applicants where applicable:

Annexations (Administrative Fee)	\$ 2,552.00
Construction Contract (Preparation Fee)	\$ 1,970.00
Detachments (Administrative Fee)	\$ 2,552.00
Grant of Right of Way (Document)	\$ 819.00
Private Ownership Agreement (Document)	\$ 919.00
Quitclaim/Cancellation of Recorded Documents	\$ 957.00
Encroachment Permit	\$ 849.00
Joint Use Agreement	\$ 909.00
Exchange Meter Agreement	\$ 459.00
Water Availability Letter Update	\$ 154.00
Water Availability Letter	\$ 330.00

4.4.6 Annexation/Detachment (Change of Boundaries) Per Acre Fees

A. Annexation Fees (See Sec. 3.1)

\$7,557.00 per acre.

B. Detachment Fee (See Sec. 3.1)

\$0 per acre

4.4.7 Backflow Device Charges

New backflow device installations will be investigated and monitored with a set-up fee of \$282.00. The District will not be responsible for testing and repairs to such devices once they are entered on the monitoring system. (See "Cross Connection Control," Section 6.3.)

4.4.8 Collection of Connection Fees

For water meters purchased on or after January 1, 2018 that abut an existing water main or are determined to be a "Permanent Offsite Service" per Section 3.8.6 (Temporary and Permanent Offsite Water Services), the cost of connecting service is included as part of the "Capacity Fee" established in Section 4.4.16.

Connection fees shall be collected for the following cases:

A. Temporary Offsite Service (see Section 3.8.6)

In addition to the charges otherwise provided by these regulations, the cost for providing a Temporary Offsite Service will be \$8,313.00, plus an additional charge of \$76.00 per foot of frontage.

The cost of permit associated with a Temporary Offsite Service is dependent upon its jurisdiction and will be determined at the time of its application.

B. Permanent Water Service resulting from a Temporary Service Agreement (TSA)

Conversion from a temporary offsite service to a permanent onsite service to satisfy the terms and conditions of a TSA shall be \$9,270.00 plus an additional charge of \$76.00 per foot of frontage.

Conversion from a temporary offsite service to a permanent onsite service excluding private plumbing tieback to satisfy the terms and conditions of a TSA shall be \$7,650.00 plus an additional charge of \$76.00 per foot of frontage.

The cost of permit associated with a Permanent Water Service resulting from a Temporary Service Agreement (TSA) is dependent upon its jurisdiction and will be determined at the time of its application.

C. Connection to “Pipeline Extensions Constructed by Developers” (See Section 3.8.7 C).

Connection fee shall be established in a payback agreement between the District and Developer.

4.4.9 Engineering Service Fees

A. Hydraulic Analysis with Schematic Layout

Upon request by landowner or his agent, the District shall perform a hydraulic analysis to determine required facilities, including pipeline sizes, and shall provide applicant with a schematic layout of required facilities to serve the proposed project. The cost for providing hydraulic analysis with schematic layout is \$1,199.00.

B. Statement of Cost

After the hydraulic analysis with schematic layout has been done by the District, upon request by landowner or his agent, the District will provide a statement of cost which shall provide the applicant with a detailed cost of constructing said facilities using District forces. The cost for providing a statement of cost will be \$530.00. The statement of cost is effective for 30 days.

C. Updated Statement of Cost

After 30-days have elapsed, an updated statement of cost will be required. The cost for an updated statement of cost will be \$236.00.

D. Fire Flow Analysis

The cost for providing fire flow analysis only will be \$259.00.

E. Plan Check

The District will check all improvement plans, and if acceptable, will approve said improvement plans. The fee for plan checking will be \$544.00 per sheet excluding all sheets not showing water lines or appurtenances.

F. As-Built Drawings

The District requires all final As-Built drawings to be submitted at the end of the project. A deposit of \$522.00 per sheet is collected at the beginning of the project. After acceptance of As-Built drawings and the project by the District, the deposit will be refunded.

G. Meter Service Lateral Inspection

The cost for inspecting a service lateral connected to our main by an outside contractor will be \$787.00.

H. RPDA Inspection

The cost associated with inspection of a Reduced Pressure Detector Assembly (RPDA) is as follows:

RPDA inspection	\$ 646.00
RPDA and lateral inspection without shutdown	\$ 1,492.00
RPDA and lateral inspection with shutdown	\$ 2,479.00

I. Water Supply Assessment

The fee for preparation of a water supply study is variable and is dependent upon the number of hours spent by District staff preparing the study. The charge will be based on actual costs.

4.4.10 Fire Hydrant Installations

Full installations include up to 30 feet of pipe. Any pipe required for the installation over and above the 30 feet allowed in the flat rate for full installation shall be at additional cost. The cost of permit associated with fire hydrant installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

Full Installation	\$ 21,182.00
Upgrade	\$ 8,303.00

The cost associated with inspection of a Fire Hydrant is as follows:

Fire Hydrant inspection	\$ 1,058.00
Fire Hydrant and lateral inspection without shutdown	\$ 1,904.00
Fire Hydrant and lateral inspection with shutdown	\$ 2,327.00

4.4.11 Fire Service

4" Fire Service Connection	\$ 13,686.00
6" Fire Service Connection	\$ 14,475.00
8" Fire Service Connection	\$ 15,863.00
10" Fire Service Connection	\$ 18,080.00

Fire service connection installations include up to 30 feet of pipe. Any pipe required for the installation over and above the 30 feet allowed shall be at an additional cost. When an in-line gate valve, air vent and blow-off is required, a fee of \$4,651.00 will be charged. The cost of permit associated with fire service connections will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

4.4.12 Water Meter Fees

A. Water Meter Fees

⁵ / ₈ " Hook-on Meter	\$ 683.00
Service Outlet	\$ 5,987.00
Full Installation	\$ 6,670.00

The smallest meter size allowable shall be a ³/₄" meter. A ⁵/₈" meter is only allowed for installation in condominiums, and mobile home subdivisions where each unit is metered separately or in similar low demand non-landscaping uses as approved by the District General Manager.

3/4" Hook-on Meter	\$ 706.00
Service Outlet	\$ 5,987.00
Full Installation	\$ 6,693.00
1" Hook-on Meter	\$ 853.00
Service Outlet	\$ 5,987.00
Full Installation	\$ 6,840.00
1 1/2" Hook-on Meter	\$ 1,966.00
Service Outlet	\$ 7,228.00
Full Installation	\$ 9,194.00
2" Hook-on Meter	\$ 1,856.00
Service Outlet	\$ 7,228.00
Full Installation	\$ 9,084.00
3" or larger sized meters by estimate only	

The cost of permit associated with water meter installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

B. Cost for Reduction of Meter Size

Reduction of a meter size shall be performed by the District upon written request by the owner. The owner shall be responsible for the cost of labor and parts associated with the reduction of a meter size. However, there shall be no charge to the owner for the cost of the new meter. Owner shall retain equity in the meter based on the smaller size.

The costs associated with reduction of a meter size are as follows:

Meter downsize from 3/4"	\$ 588.00
Meter downsize from 1"	\$ 588.00
Meter downsize from 1 1/2"	\$ 1,037.00
Meter downsize from 2"	\$ 1,318.00

The reduction of a meter size from 3" or larger sized meter is by estimate only.

C. Refunds for Discontinued Meters

There are no refunds for discontinued meters.

D. Collection of Capacity Fee on Behalf of the San Diego County Water Authority

This District will not accept any otherwise eligible application for meter service installation unless it is accompanied by payment of the applicable

capacity fee imposed by the San Diego County Water Authority. These fees are in accordance with the schedule authorized by the San Diego County Water Authority, which may be changed by that agency from time to time. This District is acting only as a collection agent for these fees.

E. Cancellation of Meter Application or Service Change

The cost for canceling a meter application or service change after it has been submitted and processed will be \$288.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be \$2,165.00.

G. Commercial Irrigation Service Conversion

The cost for converting an existing domestic commercial service lateral into a dedicated combination irrigation and domestic service will be \$2,266.00.

4.4.13 District Overhead

A 25% material burden factor will be applied to all bills rendered for parts or material furnished by the District. In addition, an 8% services burden will be applied to all bills rendered that require the District to administer a contract.

4.4.14 Fees Related to Payment of Bills

A. Delinquent Bills and Meters Locked for Non-Payment

All water bills are due and payable upon presentation. If unpaid pursuant to Sections 2.2.3 and 2.2.4, the bill becomes delinquent. If not paid by the penalty date, the service becomes subject to discontinuance and will be charged a fee of \$16.00. Prior to discontinuing a service, a reminder is given to the customer by attaching a door hanger. The fee charged for a door hanger will be \$75.00. Returned check charge will be \$40.00.

Pursuant to Water Code 25806, unpaid water charges may be added to and become a part of the annual assessment levied upon the real property. The cost for reporting delinquent accounts that are added to the property tax roll will be \$99.00.

Services that are locked for non-payment of water bills will be charged an additional \$168.00; customers who qualify for the Delinquent Lock Hardship fee will be charged \$54.00. To unlock a meter after hours, there will be a charge of \$186.00; customers who qualify for the After-hours Unlock Hardship fee will be charged \$162.00.

Broken District locks shall be billed at the rate of \$186.00 per lock. If a meter is pulled for delinquency, there will be a minimum charge of \$186.00.

The fees charged for repairing damaged curb stops are as follows:

5/8" damaged curb stop:	\$ 927.00
3/4" damaged curb stop:	\$ 927.00
1" damaged curb stop:	\$ 954.00

The fee for repairing damaged curb stops larger than 1" is variable and is dependent upon the number of hours spent by District staff and parts used. The fee will be based on actual costs.

B. Meters Locked by Request of Owner

Upon written request by owner, the meter will be locked as a convenience to the customer by the District for a charge of \$71.00 and subsequently unlocked for an additional \$71.00. To lock or unlock a meter after hours, there will be a charge of \$186.00.

Locked meters will be charged a bi-monthly Readiness-to-Serve charge based on twenty-five percent (25%) of the Readiness-to-Serve charge for that account.

Locking of meters at the request of the owner does not relieve the owner of the responsibility for payment for any water used through the meter or for any damage resulting therefrom. All water registered through the meter after the District has locked the meter shall be paid for by the customer.

4.4.15 Specification Books

Purchase of District Standard Specifications for the Construction of Pipelines shall be \$76.00. The purchase covers the updating of the specifications for one year from the date of purchase.

4.4.16 Capacity Fees

For all potable water meters installed and for all reclaimed water meters (excepting those areas subject to the contract with Buena Sanitation District dated May 19, 1981), the following charges shall be made:

<u>Meter Size</u>	<u>Capacity Fee</u>
5/8"	\$ 5,295.00
3/4"	\$ 7,943.00
1"	\$ 13,238.00
1 1/2"	\$ 26,476.00
2"	\$ 42,361.00
3"	\$ 84,723.00
4"	\$ 132,379.00
6"	\$ 264,758.00
8"	\$ 423,614.00
10"	\$ 608,944.00
12"	\$ 1,138,461.00

These fees are not refundable. If the size of the meter is increased, the difference in capacity fees between the new and old meter at the current prices will be paid. There is no refund of the capacity fees if the meter is reduced in size.

The Board of Directors will waive all capacity fees when installing individual meters at multiple residences served by an existing single meter and will request that the San Diego County Water Authority will also waive their capacity fees for the customer.

4.4.17 Water Conservation Fees

Second water citation within 12 months	\$ 248.00
Third water citation within 12 months	\$ 495.00
In addition, a flow restrictor may be installed for up to five days.	
Four or more water citations within 12 months	\$ 743.00
In addition, a flow restrictor may be installed or service may be discontinued.	
1” and smaller flow restrictor installation & removal	\$ 328.00
1½” and 2” flow restrictor installation & removal	\$ 620.00

These fees will be added to the water account and will be subject to Section 2.2 - Billing Procedures.

4.4.18 Unauthorized Taking of District Water

If it is determined there has been an unauthorized use of District water through an illegal hook-up, the fee for this unauthorized taking of District water will be \$2,889.00.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 19th day of October 2022.

AYES:
NOES:
ABSTAIN:
ABSENT:

Marty Miller, President

ATTEST:

Lisa R. Soto, Secretary
Board of Directors



STAFF REPORT

Agenda Item: 8

Board Meeting Date: October 19, 2022
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: 2023 BOARD MEETING DATES

RECOMMENDATION: Establish 2023 Board meeting dates to resolve conflicts as follows: shift the second Board meeting in May from Wednesday, May 17 to Wednesday, May 24, 2023; move the second meeting in October from Wednesday, October 18 to Tuesday, October 17, 2023; and schedule one Board meeting in December on December 6, 2023. All Board meetings to begin at 9:00 a.m.

PRIOR BOARD ACTION: On October 20, 2021, the Board adopted the 2022 meeting calendar.

FISCAL IMPACT: None.

SUMMARY: In 1997, the Board set its regular meeting schedule to include the first and third Wednesdays of each month at 8:30 a.m. On October 2, 2019, the Board adjusted its Board meeting start times to 9:00 a.m. The Board's practice has been to adopt its calendar for the coming year taking into consideration any anticipated scheduling conflicts; staff has identified scheduling conflicts in May and December 2023.

DETAILED REPORT: Staff has reviewed the 2023 calendar taking into consideration the District's established times for Regular and Adjourned meetings of the Board of Directors (first and third Wednesdays of the month at 9:00 a.m.), while considering upcoming events such as holidays, annual conferences and other potential conflicts. Staff proposes the following scheduling adjustments to the 2023 Board meeting calendar:

1. Due to the California Special Districts Association Legislative Days in the third week of May, shift the second Board meeting in May to the fourth Wednesday of the month (May 17, 2023 to May 24, 2023).
2. Due to the California Local Agencies Formation Commission's Annual Conference (October 18-20, 2023) move the October 18, 2023 Board meeting to Tuesday, October 17, 2023.
3. Due to the Colorado River Water Users Conference in the third week of December, and in keeping with past practice, schedule one Board meeting in December, on December 6, 2023, and forgo a second meeting in December in order to avoid conflicts with holidays and vacation schedules.

ATTACHMENT: Draft 2023 Board meeting calendar

Vista Irrigation District 2023 BOARD MEETINGS

Draft

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JULY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

MARCH						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

APRIL						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

MAY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JUNE						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Board meeting, start time 9:00 a.m.

Yellow = ACWA Conference

Blue = Colorado River Water Users Conference

Purple = District holidays

Green = CSDA Annual Conference

Pink = CSDA Legislative Days



STAFF REPORT

Agenda Item: 9

Board Meeting Date: October 19, 2022
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: 10.A

Board Meeting Date: October 19, 2022
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.



**California Special
Districts Association**
Districts Stronger Together

Five Key CSDA Online Resources

CSDA Member Open Forum

Widely used resource allowing members to ask questions, share resources, and engage with their peers.

[CSDA.net](#) ▶ [CSDA Communities](#) ▶ [My Communities](#) ▶
[Open Forum](#)

Take Action Page

Learn about CSDA's top legislative and policy priorities and how to engage in advocacy on these topics.

[CSDA.net](#) ▶ [Advocate](#) ▶ [Take Action](#)

Resource Pages for Key District Roles

Targeted information for Board Members, Board Secretary/Clerks, or General Managers.

[CSDA.net](#) ▶ [Learn](#) ▶ [Board Member Resources / Board Secretary Resources / General Manager Resources](#)

Knowledge Base

Numerous resources concerning special district issues, including advocacy, HR, finance, governance, public records, district formation, public works, and much more. The Knowledge Base is also home to the Sample Document Library, downloadable publications, and Member Helpline.

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CSDA Webinars, Workshops, and Conferences

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Visit www.csdanet.org/support or contact Member Services at
877.924.2732 or membership@csda.net*



STAFF REPORT

Agenda Item: 10.B

Board Meeting Date: October 19, 2022
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	CALAFCO Annual Conference <i>Oct. 19-21, 2022; Hyatt Regency John Wayne Airport, Newport Beach</i> <i>Registration deadline: Closed.</i>	MacKenzie (H)
2 *	Independent Special Districts of Orange County (ISDOC) Quarterly Meeting <i>Oct. 27, 2022; 11:30 a.m. to 1:00 p.m. (Virtual)</i> <i>Registration deadline: None.</i>	MacKenzie ◊
3 *	Vista Chamber Government Affairs <i>Nov. 3, 2022; Noon-1:30 p.m.; The Film Hub, Vista</i> <i>Registration deadline: None.</i>	Kuchinsky ◊
4 *	Council of Water Utilities Meeting <i>Nov. 15, 2022, 8:00 a.m.–9:30 a.m.; Four Points Sheraton, San Diego</i> <i>Registration deadline: TBD</i>	Vásquez
5 *	CSDA Quarterly Meeting <i>Nov. 17, 2022, 6:00 p.m.; Location TBD</i> <i>Registration deadline: TBD</i>	
6	ACWA Fall Conference <i>Nov. 29-Dec. 1, 2022; Indian Wells</i> <i>Registration deadline: 11/11/2022</i>	Miller (R, H) MacKenzie (R, H) Sanchez (R, H) Vásquez (R, H) Kuchinsky (T)
7	Vista Chamber Government Affairs <i>Dec. 1, 2022; Noon-1:30 p.m.; The Film Hub, Vista</i> <i>Registration deadline: None.</i>	
8	Colorado River Water Users Association Conference (CRWUA) <i>Dec. 14-16, 2022; Las Vegas</i> <i>Registration deadline: 11/30/2022</i>	Miller (R, H) MacKenzie (R, H) Sanchez (R, H) Vásquez (R, H) Kuchinsky (T, H)
9	ACWA Spring Conference <i>May 9-11, 2023; Monterey</i> <i>Registration deadline: TBD</i>	
10	Special Districts Legislative Days (CSDA) <i>May 16-17, 2023; Sheraton Grand Sacramento Hotel; Sacramento</i> <i>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; ◊=Attendee to Self-Register



STAFF REPORT

Board Meeting Date: October 19, 2022
Prepared By: Brett Hodgkiss

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:

- Board President and First Vice-President selection procedures (November)
- New telecommuting rules effective January 1, 2023 (November/December)
- Fallbrook Public Utility District/Rainbow Municipal Water District detachment
- Wildfire Resiliency
- Long-term Harmful Algal Blooms mitigation and management methods
- Rename Edgehill Reservoir after former Director Paul Dorey



STAFF REPORT

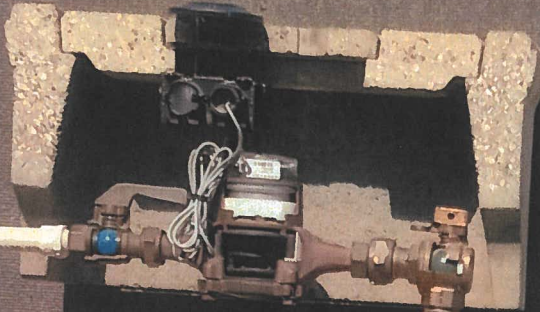
Agenda Item: 12

Board Meeting Date: October 19, 2022
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.

Olivenhain Municipal Water District
Typical Meter Service Installation



Customer Side
O.M.W.D. Side

Dual Meter Installation



Pressure Regulator



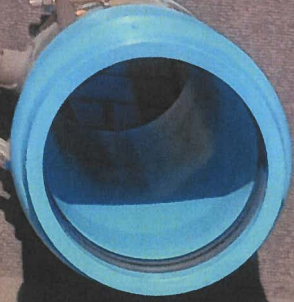
Working Pressure
0 - 150 PSI

Working Pressure
151 - 250 PSI

Working Pressure
251 - 300 PSI

ANODE

Saddle
Corporation Stop
Main Line





STAFF REPORT

Agenda Item: 13

Board Meeting Date: October 19, 2022
Prepared By: Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL COUNSEL

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



STAFF REPORT

Agenda Item: 14

Board Meeting Date: October 19, 2022
Prepared By: Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL MANAGER

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