



AGENDA
MEETING OF THE FISCAL POLICY COMMITTEE
VISTA IRRIGATION DISTRICT
THURSDAY, SEPTEMBER 19, 2019 – 9:00 AM
1391 Engineer Street, Vista, CA 92081

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

1. CALL TO ORDER

2. ROLL CALL

3. CONSIDER APPROVAL OF AGENDA

In the case of an emergency, items may be added to the Agenda by a majority vote of the Committee. An emergency is defined as a work stoppage, a crippling disaster, or other activity that severely imperils public health, safety, or both. Also, items that arise after the posting of the Agenda may be added by a 2/3 vote of the Committee.

4. PUBLIC COMMENT TIME

Public comment time on items not appearing on the agenda will be limited to 5 minutes per person and 15 minutes per subject. The Committee may find it necessary to limit total time allowable for all public comment on items not appearing on the agenda at any one meeting to one hour. Persons desiring longer public comment time and/or action on specific items shall contact the Secretary and request that the item be placed on the agenda for the next regular meeting of the Board of Directors.

5. DISTRICT FEES AND CHARGES OTHER THAN WATER RATES

Recommendation: Review the proposed revisions to the District's fees and charges and recommend that the Board of Directors conduct a public hearing for the purpose of receiving comments on revisions to the District's Rules and Regulations relative to fees and charges other than water rates.

6. CAPITAL PROJECT FUNDING SOURCES

Recommendation: Discussion only.

7. COMMENTS BY COMMITTEE MEMBERS

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

8. COMMENTS BY GENERAL MANAGER

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

9. ADJOURNMENT

NOTE: ITEMS ON THE AGENDA MAY BE TAKEN OUT OF SEQUENTIAL ORDER AS THEIR PRIORITY IS DETERMINED BY THE COMMITTEE

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

AFFIDAVIT OF POSTING

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

Date: September 6, 2018



Lisa R. Soto, Board Secretary



**FISCAL POLICY COMMITTEE
STAFF REPORT**

Agenda Item: 5

Meeting Date:
Prepared By:
Reviewed By:
Approved By:

September 19, 2019
Shallako Goodrick
Marlene Kelleher
Brett Hodgkiss

SUBJECT: DISTRICT FEES AND CHARGES OTHER THAN WATER RATES

RECOMMENDATION: Review the proposed revisions to the District's fees and charges and recommend that the Board of Directors conduct a public hearing for the purpose of receiving comments on revisions to the District's Rules and Regulations relative to fees and charges other than water rates.

PRIOR BOARD ACTION:

10/10/18 Conducted a public hearing. There were no public comments, written or oral, presented. Adopted Resolution No. 18-30 revising Rules and Regulations of the District relative to fees and charges other than water rates.

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 if the number and type of transactions remain similar to those in the past. In Fiscal Year 2019, the District collected approximately \$2.5 million in revenues from miscellaneous fees and charges. Staff estimates an increase in annual fee revenues of approximately \$214,000.

SUMMARY: Every year, the District performs a nexus study 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, updated process analyses, changes in labor costs and costs of outside services.

The District's fees and charges are being presented to the Fiscal Policy Committee for review and comment prior to consideration by the full Board. After the Committee's review and recommendation, the Board will conduct a public hearing to receive comments prior to considering adoption of the revised fees and charges. The fees would become effective January 1, 2020.

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. Proposed changes to the Construction Fees are primarily related to the addition of or increase to the cost of outside services and increase/decrease in the cost of parts. Capacity fees are proposed to increase by 9.3%; the principal factor driving the adjustment is the incorporation of costs related to the District's infrastructure needs identified in the 2018 Water Master Plan. Staff will present the changes of individual fees at the Committee meeting. The proposed fees reflect the estimated cost of providing services in calendar year 2020.

ATTACHMENT: Proposed Fee Summary

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2020

	Current Fee	Proposed Fee	\$ Change	% Change
Construction Fees:				
5/8" Meter Full Install	\$ 4,674	\$ 5,554	\$ 880	18.8%
5/8" Meter Hook On	665	683	18	2.7%
5/8" Service Outlet *	4,009	4,871	862	21.5%
3/4" Meter Full Install	4,672	5,551	879	18.8%
3/4" Meter Hook On	663	680	17	2.6%
3/4" Service Outlet *	4,009	4,871	862	21.5%
1" Meter Full Install	4,762	5,638	876	18.4%
1" Meter Hook On	753	767	14	1.9%
1" Service Outlet *	4,009	4,871	862	21.5%
1 1/2" Meter Full Install	7,030	7,755	725	10.3%
1 1/2" Meter Hook On	1,799	1,896	97	5.4%
1 1/2" Service Outlet *	5,231	5,859	628	12.0%
2" Meter Full Install	6,816	7,512	696	10.2%
2" Meter Hook On	1,585	1,653	68	4.3%
2" Service Outlet *	5,231	5,859	628	12.0%
Fire Hydrant Full Install *	13,429	17,071	3,642	27.1%
Fire Hydrant Upgrade *	6,200	6,011	(189)	(3.0%)
4" Fire Service Connection *	8,754	12,120	3,366	38.5%
6" Fire Service Connection *	9,228	12,634	3,406	36.9%
8" Fire Service Connection *	10,168	13,576	3,408	33.5%
10" Fire Service Connection *	11,609	15,198	3,589	30.9%
Air Vent, Blow Off, and Gate Valve for Fire Service	4,093	4,093	-	0.0%
Commercial Irrigation Service Conversion Fee	1,995	1,972	(23)	(1.2%)
Backflow Device Set-up	248	250	2	0.8%
Reset Pressure Valve	186	198	12	6.5%
1" Construction Meter Deposit With Backflow Device	618	1,024	406	65.7%
Refundable Amount	241	580	339	140.7%
1" Construction Meter Deposit With Spanner and Backflow Device	645	1,045	400	62.0%
Refundable Amount	264	598	334	126.5%
3" Construction Meter Deposit With Backflow Device	3,934	4,018	84	2.1%
Refundable Amount	2,714	2,772	58	2.1%
Unauthorized Taking of District Water	2,624	2,665	41	1.6%
Relocate Construction Meter	155	167	12	7.7%
Unauthorized Construction Meter and Backflow Device Move Penalty	319	322	3	0.9%
Subdivision Construction Meter Deposit	8,985	8,874	(111)	(1.2%)
Refundable Amount	6,925	6,832	(93)	(1.3%)
Meter Service Lateral Termination	1,690	1,958	268	15.9%
Temporary Offsite Service*	6,477	6,763	286	4.4%
Plus: Per Foot Frontage Charge	61	64	3	4.9%
Temporary Service Agreement Conversion*	7,104	7,457	353	5.0%
Plus: Per Foot Frontage Charge	61	64	3	4.9%
Temporary Service Agreement Conversion Excluding Tieback and Permit*	5,484	5,837	353	6.4%
Plus: Per Foot Frontage Charge	61	64	3	4.9%
Cancellation of Meter Application	259	261	2	0.8%
Meter Downsize from 3/4"	589	521	(68)	(11.5%)
Meter Downsize from 1"	589	521	(68)	(11.5%)
Meter Downsize from 1 1/2"	979	944	(35)	(3.6%)
Meter Downsize from 2"	1,171	1,190	19	1.6%

* 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, 2020

		Current Fee	Proposed Fee	\$ Change	% Change	
Engineering Fees:						
Hydraulic Analysis with Schematic Layout		\$ 579	\$ 782	\$ 203	35.1%	
Statement of Cost		393	470	77	19.6%	
Update Statement of Cost		207	209	2	1.0%	
Specifications Book Cost		69	70	1	1.4%	
Plan Check (per Sheet)		475	483	8	1.7%	
As-Built Deposit (per Sheet)		462	466	4	0.9%	
Refundable Amount (per Sheet)		462	466	4	0.9%	
Construction Contract		1,709	1,757	48	2.8%	
Water Availability Letter		255	292	37	14.5%	
Water Availability Letter Update		135	136	1	0.7%	
Private Ownership Agreement		812	818	6	0.7%	
Grant of Right of Way (to Public)		568	573	5	0.9%	
Quitclaim/Cancellation of Recorded Documents		627	695	68	10.8%	
Fire Flow Analysis (Only)		217	229	12	5.5%	
Annexation Fee (per Acre)		6,613	6,802	189	2.9%	
Annexation/Administration - VID Not Conducting Agency		2,234	2,262	28	1.3%	
Annexation/Administration - VID Conducting Agency		2,234	2,262	28	1.3%	
Annexation/Administration - VID Conducting Reorganization		2,234	2,262	28	1.3%	
Detachment Fee (per Acre)		-	-	-	-	
Detachment/Administration - VID Conducting Agency		2,234	2,262	28	1.3%	
Detachment/Administration - VID Not Conducting Agency		2,234	2,262	28	1.3%	
5/8" Capacity Fee	<i>Current # of meters:</i>	5,561	3,812	4,166	354	9.3%
3/4" Capacity Fee	<i>Current # of meters:</i>	16,832	5,718	6,249	531	9.3%
1" Capacity Fee	<i>Current # of meters:</i>	2,810	9,530	10,415	885	9.3%
1 1/2" Capacity Fee	<i>Current # of meters:</i>	1,315	19,060	20,830	1,770	9.3%
2" Capacity Fee	<i>Current # of meters:</i>	879	30,495	33,327	2,832	9.3%
3" Capacity Fee	<i>Current # of meters:</i>	55	60,991	66,654	5,663	9.3%
4" Capacity Fee	<i>Current # of meters:</i>	22	95,298	104,148	8,850	9.3%
6" Capacity Fee	<i>Current # of meters:</i>	15	190,596	208,295	17,699	9.3%
8" Capacity Fee	<i>Current # of meters:</i>	2	304,953	333,272	28,319	9.3%
10" Capacity Fee	<i>Current # of meters:</i>	1	438,371	479,079	40,708	9.3%
12" Capacity Fee	<i>Current # of meters:</i>	0	819,562	895,670	76,108	9.3%
Meter Service Lateral Inspection		599	635	36	6.0%	
RPDA Inspection		537	573	36	6.7%	
RPDA and Lateral Inspection Without Shutdown		1,281	1,323	42	3.3%	
RPDA and Lateral Inspection With Shutdown		2,149	2,198	49	2.3%	
Fire Hydrant Inspection		909	938	29	3.2%	
Fire Hydrant and Lateral Inspection without Shutdown		1,653	1,688	35	2.1%	
Fire Hydrant and Lateral Inspection with Shutdown		2,025	2,063	38	1.9%	

Vista Irrigation District
PROPOSED FEE SUMMARY
Effective: January 1, 2020

	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Customer Service Fees:</u>				
Late Payment	\$ 13	\$ 15	\$ 2	15.4%
Door Hanger	54	65	11	20.4%
Non-Payment Lock	144	148	4	2.8%
Non-Payment Lock Hardship*	-	50	50	-
After Hours Lock or Unlock	164	166	2	1.2%
After Hours Unlock Hardship*	-	150	150	-
Broken Lock	164	166	2	1.2%
Pulled Meter	164	166	2	1.2%
Tax Roll	85	89	4	4.7%
Returned Check	36	37	1	2.8%
Voluntary Lock or Unlock	62	63	1	1.6%
Meter Bench Test	413	417	4	1.0%
5/8" Damaged Curb Stop	797	802	5	0.6%
3/4" Damaged Curb Stop	797	802	5	0.6%
1" Damaged Curb Stop	834	847	13	1.6%
<u>Water Conservation Fees:</u>				
Second Water Citation within 12 Months	\$ 218	\$ 220	\$ 2	0.9%
Third Water Citation within 12 Months	450	456	6	1.3%
Four or More Water Citations within 12 Months	682	692	10	1.5%
1" and Smaller Flow Restrictor Installation & Removal	290	292	2	0.7%
1½" and 2" Flow Restrictor Installation & Removal	551	554	3	0.5%

*Hardship: 200% below the Federal Poverty Line



**FISCAL POLICY COMMITTEE
STAFF REPORT**

Agenda Item: 6

**Meeting Date:
Prepared By:**

**September 19, 2019
Brett Hodgkiss**

SUBJECT: CAPITAL PROJECT FUNDING SOURCES

RECOMMENDATION: Discussion only.

FISCAL IMPACT: None.

SUMMARY: The Committee has requested that this item be added to the agenda to discuss potential funding sources for future capital projects.