



AGENDA
MEETING OF THE PUBLIC AFFAIRS COMMITTEE
TUESDAY, NOVEMBER 16, 2021 – 1:00 PM
1391 Engineer Street, Vista, CA 92081

COVID-19 MEETING PROCEDURES
NOTICE FOR PARTICIPATION

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (2021-2022) (“AB 361”), which incorporated some aspects of the teleconferencing rules applied by Executive Order 08-21 to local agencies during the COVID-19 pandemic into California law. AB 361 allows local agencies to conduct virtual meetings without any public participation component during a state of emergency. As of the date of this notice, there exists a state of emergency in California caused by COVID-19; however, unless a subsequent agenda or public notice provides otherwise, the Vista Irrigation District intends to conduct its meetings in a hybrid fashion, allowing for individuals to participate in public meetings in-person, observing California Department of Public Health (“CDPH”) COVID-19 related guidance, or if they prefer, via teleconferencing.

Members of the public attending the meeting in person must comply with CDPH Guidance for the Use of Face Coverings, including the requirement that unvaccinated individuals wear face coverings indoors. Vista Irrigation District has posted information regarding face-covering requirements at the entrance to its facility; by entering the premises without wearing a face covering, individuals are deemed to have self-attested to being vaccinated or to have met face covering exemption requirements.

Members of the public may also participate through Vista Irrigation District's teleconferencing line; the telephone number and applicable pass code for such participation is as follows: Phone (877) 873-8018; Pass Code 474698#. Vista Irrigation District's teleconferencing line capacity is limited and not all parties who wish to participate through this method may be able to do so. Telephone participants are asked to place calls to this line at or before the scheduled start time of the meeting, so the District staff can organize order of speakers and assure the ability of all who wish to participate. Please also note telephone or data charges from your carrier may apply to your use of this option.

To maintain orderliness in proceedings, telephone participants will be asked to identify themselves, their address, and the item on the agenda they wish to address. Telephone participants are asked to limit background noise during telephonic participation (with muting features, if available) and to maintain proper decorum suitable to the conduct of public meetings at all times. Telephone participants may not speak until the appropriate time on the agenda and only when recognized by the Board President.

Members of the public may address the Vista Irrigation District Board of Directors directly and in real time during the public comment period regardless of whether they are participating in person or over the telephone.

Members of the public may also address the Board of Directors by email; however, such email communication must be received at or before the time of the commencement of the meeting. The email address to use for such communications is as follows: BoardSecretary@vidwater.org.

Please be advised that one or more members of the Vista Irrigation District Board of Directors or staff may participate in this meeting by teleconference consistent with AB 361.

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



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1391 Engineer Street, Vista, CA 92081

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 unanimous vote of the Committee.

4. ORAL COMMUNICATIONS

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

5. SCHOLARSHIP CONTEST

Recommendation: Review and provide feedback on draft application materials, including the essay question and timeline for the Vista Irrigation District Scholarship Contest.

6. 2021 ANNUAL REPORT AND 2022 SPRING NEWSLETTER

Recommendation: Discuss information to be contained in the 2021 Annual Report and 2022 Spring Newsletter.

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. 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 Committee meetings are held on an as needed basis.*

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 outside 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: November 10, 2021



Lisa R. Soto, Board Secretary



**PUBLIC AFFAIRS COMMITTEE
STAFF REPORT**

Agenda Item: 5

Meeting Date: November 16, 2021
Prepared By: Alisa Nichols
Reviewed By: Marlene Kelleher
Approved By: Brett Hodgkiss

SUBJECT: SCHOLARSHIP CONTEST

RECOMMENDATION: Review and provide feedback on draft application materials, including the essay question and timeline for the Vista Irrigation District Scholarship Contest.

PRIOR BOARD ACTION: On May 5, 2021, the Board awarded eight scholarships (totaling \$8,500) to the contest winners, three in the amount of \$2,000 each and five in the amount of \$500 each.

FISCAL IMPACT: \$10,000 for the scholarship contest is included in the budget.

SUMMARY: Each year, the District invites high school seniors who live or go to school within its service area to compete for a scholarship. The purpose of the scholarship program is to increase student knowledge and awareness of water related issues affecting the District and its customers. Students who compete for a scholarship must complete an essay and provide a one page personal statement related to their background and/or goals; selection criteria also include community involvement or volunteer service, and letters of recommendation.

In December 2018, the Board authorized the Public Affairs Committee (Committee) to restructure the scholarship contest with the goal of increasing participation. After careful consideration, the Committee decided to remove the requirement to submit transcripts as part of the application process and offer up to six scholarships with a minimum scholarship award amount of \$1,000 and a maximum scholarship award amount of \$3,000, providing the Committee (and the Board) the flexibility to award multiple scholarships based on the quality of the applications. After restructuring the contest, the District received 16 applications in the 2109, and 15 applications in 2020 and 2021 respectively; this compares to just six applications received in 2018.

In May 2021, the Board opted to increase the scholarship contest budget from \$6,000 to \$10,000 to allow for greater student participation and increased flexibility in contest awards.

DETAILED REPORT: Staff has prepared a draft application package and brochure for the Committee's review and feedback. The scholarship contest requirements, as presented in the draft application package, are the same as last year. Per the Board's suggestion, staff has included a new essay question/topic and created an editable electronic application form.

Staff anticipates distributing application packages and brochure to high school counselors within the District's jurisdictional boundaries in December. Follow-up e-mails will be made to counselors to ensure the application materials were received. Additional scholarship promotional efforts will include placing information about the scholarship in high schools' monthly scholarship bulletins, issuing a news release, and announcing the program on the District's website. Application materials will also be made available on the District website.

As proposed, application packages would be due to the District by 5:00 p.m. on Friday February 25, 2022. The Committee, which serves as the competition judges, could meet in the following weeks (based on Committee members' availability) to review the applications and recommend a winner(s). The Committee's recommendation for the winner could then be submitted to the Board for consideration at a meeting in April. A certificate could then be presented to the winner at the next scheduled Board meeting. As in the past, once the student has enrolled at a university, college or vocational school District staff will forward a check to the school on behalf of the student(s).

ATTACHMENTS: Draft scholarship application package and brochure.



SCHOLARSHIP APPLICATION PACKAGE

Vista Irrigation District (VID) invites local high school seniors to compete for scholarship(s) from VID. Up to six scholarships may be awarded; the minimum scholarship award amount is \$1,000 and the maximum scholarship award amount is \$3,000. Winners will be selected based on the quality and originality of an essay prepared by the applicant as well as school and community involvement. Applications will not be accepted if all criteria are not met, including correct formatting. **Applicants must submit each of the following documents by 5:00 PM on Friday February 25, 2022:**

1. Completed application form.
2. School/Community involvement:
 - a. One letter of recommendation from a high school faculty member.
 - b. One letter of character reference from a personal or professional associate.
3. A personal statement (**two pages or less, Arial font, 12 point type, with 1 inch margins top, bottom, left and right, and line spacing set to 1½**). Suggested topics include the student's reasons for applying for the scholarship or seeking a higher education, the student's educational/career goals, personal background or interests.
4. An essay (**two pages, Arial font, 12 point type, with 1 inch margins top, bottom, left and right, and line spacing set to 1½**) addressing the following topic/question:

Past and current droughts have impacted the way California residents think about water as well as how they use it. Explain why using water efficiently at all times, not just during a drought, is important to you and your community.

The essay will be judged on originality and demonstrated understanding of the question.

Students may obtain an application package from their Scholarship Counselor or from VID by contacting Alisa Nichols at (760) 597-3173. The application package and related materials are also available on the district's website (www.vidwater.org).

A completed application package must be submitted to Vista Irrigation District, 1391 Engineer Street, Vista, CA 92081-8840, **by 5:00 PM on Friday February 25, 2022.**

VID will review qualified applications and select winner(s) who will receive scholarships. Once enrolled at a college, university or vocational school, VID will send a check directly to the school on scholarship recipient's behalf.



2022 SCHOLARSHIP APPLICATION

(Competition is open to all high school seniors who live or attend school in VID's service area)

Name: _____

Telephone number and best time to call: _____

Address: _____

High School: _____

How did you learn about the VID Scholarship? _____

Post high school education plans (college, vocational school, etc.)

Service and/or other extracurricular activities performed through school or volunteer organizations, community groups, church or clubs, etc. (Include contact name/telephone for verification where possible)

Honors or special recognitions received (school or other)

If employed, job title and total hours per week: _____

Job Responsibilities: _____

WHO SAID COLLEGE MONEY IS HARD TO FIND?

Talk to your
school counselors
or visit
Vista Irrigation District
website at
www.vidwater.org
to download a
fillable pdf
application to
apply for the scholarship.



Alisa Nichols
1391 Engineer Street
Vista, CA 92081
anichols@vidwater.org
(760) 597-3173

Applications and additional
information available at
www.vidwater.org

District's office hours:
Monday through Friday
8:00 a.m. - 5:00 p.m.

Vista Irrigation District serves roughly 135,000
people through approximately 29,000
residential and business connections in Vista
and portions of Escondido, Oceanside, San
Marcos and unincorporated areas of San Diego
County.



2022 SCHOLARSHIP CONTEST





Vista Irrigation District Scholarship Contest

Up to six scholarships may be awarded; the minimum scholarship award amount is \$1,000 and the maximum scholarship award amount is \$3,000. The purpose of the scholarship program is to increase knowledge and awareness of water related issues impacting their community.

Students may download a fillable pdf application package at www.vidwater.org or contact Alisa Nichols at (760) 597-3173 to have the materials mailed to them. Applications are also available through high school counseling offices.

Applications must be received at the District's office by 5:00 PM on February 25, 2022. Eligible students must live or go to school within the Vista Irrigation District service area.






Scholarship Awards

Maximum Award \$3,000

Minimum Award \$1,000

APPLYING IS EASY!

Submit the following to VID
by 5:00 p.m. February 25, 2022

-  Completed application form.
-  One letter of recommendation from a high school faculty
-  One letter of character reference from a personal or professional associate.
-  A personal statement. Suggested topics include reasons for applying for the scholarship or seeking a higher education, educational & career goals, personal background or interests.
-  A two-page essay addressing the following topic/question:

Past and current droughts have impacted the way California residents think about water as well as how they use it. Explain why using water efficiently at all times, not just during a drought, is important to you and your community.



**PUBLIC AFFAIRS COMMITTEE
STAFF REPORT**

Agenda Item: 6

Meeting Date: November 16, 2021
Prepared By: Alisa Nichols
Reviewed By: Marlene Kelleher
Approved By: Brett Hodgkiss

SUBJECT: 2021 ANNUAL REPORT AND 2022 SPRING NEWSLETTER

RECOMMENDATION: Discuss information to be contained in the 2021 Annual Report and 2022 Spring Newsletter.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: Printing costs for a four-page newsletter are estimated at \$3,000. Based on information received from InfoSend, the District's bill printing and mailing service provider, staff does not anticipate any additional postage costs associated with inserting the newsletter in with the water bills. Design and layout of the annual report and newsletter are performed in-house by District staff. There is no cost associated with posting an electronic version of each document to the District's website.

SUMMARY: Each year the District prepares an annual report that includes its financial statements, demographic data and articles about various water related topics, such as water conservation, infrastructure improvements and drought/water supply conditions. Prior to beginning the layout and design process, staff meets with the Committee to receive input regarding the contents of annual report. Staff is working on the 2021 Annual Report and would like to get the Committee's ideas for content.

Staff is also formulating ideas for the 2022 spring newsletter and would like to get the Committee's thoughts on the content for the newsletter.

DETAILED REPORT: Since the first edition, the annual report has been primarily a financial report, in that it focused on the District's audited financial statements. The annual report has also included District demographics and other statistical data shown in graphs. Over the years, articles about District activities and projects, and other water related topics have been added.

In recent years, the annual report has only been produced in an electronic format. In lieu of printing the annual report, which had very limited distribution, the decision was made to develop an expanded newsletter and mail to all customers with their water bills. The newsletter has included some articles and demographic information from the annual report as well as other relevant/timely information.