

MINUTES OF THE MEETING OF THE  
FISCAL POLICY COMMITTEE OF  
VISTA IRRIGATION DISTRICT

September 10, 2025

A meeting of the Fiscal Policy Committee of Vista Irrigation District was held on Wednesday, September 10, 2025, at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

Chair Sanchez called the meeting to order at 9:00 a.m.

**2. ROLL CALL**

Directors present: Chair Sanchez and Director Miller.

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Shallako Goodrick, Director of Administration; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; and Elizabeth Xaverius, Administrative Assistant.

Other attendees: None.

**3. APPROVAL OF AGENDA**

The agenda was approved as presented.

**4. ORAL COMMUNICATIONS**

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

**5. DISTRICT FEES AND CHARGES OTHER THAN WATER RATES**

See staff report attached hereto.

Director of Administration Shallako Goodrick stated that every year the District performs a nexus study to ensure that its fees and charges other than water rates accurately reflect the actual costs of services provided by the District. She noted that the proposed changes are necessary due to increases in labor, parts/materials, and outside services costs; also, if the number and type of transactions remained similar to those in the past years that the proposed fees changes will increase revenues and expenses to the District by approximately \$186,000. Ms. Goodrick added that the proposed fees and charges would be effective January 1, 2026, if approved.

Ms. Goodrick stated that staff proposes one new fee, Construction Change Plan Check, to cover the cost of reviewing and approving design changes found necessary during construction on projects that do not require an inspection deposit. She stated that staff also proposes to remove one fee, the Private Ownership Agreement fee, as it is rarely used; if needed, the cost of this service can be handled with a deposit and the tracking of actual expenses and time.

Ms. Goodrick reviewed the Fee Analysis Executive Summary stating that the fully burdened labor rate increased by 11 percent, which includes inflationary adjustments to wages, benefits, and other burden related costs; the average cost of parts increased approximately 3.5 percent.

Ms. Goodrick reviewed the Proposed Fee Summary (by category). She said that the proposed adjustments to Construction Fees were primarily the result of increased labor, paving, trucking and parts costs; Ms. Goodrick noted the fees with the most significant cost increases in this category. She reviewed the Engineering Fees, highlighting the fees with significant cost increases due to increased labor hours and costs. Ms. Goodrick reviewed the Customer Service Fees, Miscellaneous Fees, and Water Conservation Fees, noting the proposed adjustments were primarily the result of increases in labor costs.

Chair Sanchez inquired about the Damage Curb Stop fee, and staff provided clarification.

General Manager Brett Hodgkiss stated that the District notified the Building Industry Association of the proposed revisions to fees and charges and that they had not submitted comments to date.

The Committee recommended that the proposed revisions to fees and charges other than water rates be presented for consideration by the Board at (a public hearing) its October 15, 2025 meeting.

**6. COMMENTS BY COMMITTEE MEMBERS**

None were presented.

**7. COMMENTS BY GENERAL MANAGER**


None were presented.

**8. ADJOURNMENT**

There being no further business to come before the Committee, at 9:41 a.m. Chair Sanchez adjourned the meeting.

  
Patrick Sanchez, Chair

ATTEST:

  
Elizabeth Xaverius, Assistant Board Secretary  
Board of Directors  
VISTA IRRIGATION DISTRICT



**FISCAL POLICY COMMITTEE  
STAFF REPORT**

**Agenda Item: 5**

**Meeting Date: September 10, 2025**  
**Prepared By: Shallako Goodrick**  
**Approved By: 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:** At its October 23, 2024 meeting, the Board conducted 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; no public comments, written or oral, were presented. After closing the public hearing, the Board adopted Resolution No. 2024-34 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 by approximately \$186,000 if the number and type of transactions remained similar to those in the past.

**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 to be revised to properly account for changes in the cost of labor, parts/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 labor costs, parts/material costs, burden, 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, 2026.

**DETAILED REPORT:** Staff has performed detailed costs studies on all fees and charges. The proposed changes are necessary due to inflationary factors. The proposed fees are calculated using current costs for labor, parts/materials, burden, and outside services; most of the changes in this fee study are related to increases in labor costs, paving, trucking and parts costs. Staff will present information on changes to individual fees at the Fiscal Policy Committee meeting. The proposed fees reflect the estimated cost of providing services in calendar year 2026.

Staff proposes to add one new fee, Construction Change Plan Check, to cover the cost of reviewing and approving design changes found necessary during construction of projects that do not require an inspection deposit (i.e., projects that do not involve water main extensions, such as fire hydrant and service assembly installations). Staff also proposes to remove the Private Ownership Agreement (or Reimbursement Agreement) fee as it is rarely used, and the determination of a fair share reimbursement back to a developer by future connections can be difficult to calculate and time consuming for the District to manage over the 10-year reimbursement period. If needed, the cost of this service can be handled with a deposit and the tracking of actual expenses and time.

**ATTACHMENTS:**

- Fee Analysis Executive Summary
- Proposed Fee Summary
- Strikeout version of amended sections of the Rules and Regulations



## 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 purchases 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 20 percent.

*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 five percent.

*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; wage costs increased by nine percent driven by inflation (generally based on the U.S. Department of Labor’s Consumer Price Index – All Urban Consumers – San Diego, California). Benefits and other burden related costs rose as well. The fully burdened labor rate, which incorporated adjustments to wages, benefits and other burden related costs, increased by 11 percent.

*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. Overall, part costs have increased by approximately 3.5 percent.

### ***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 Return Check fee also includes bank fees, and the Damaged Curb Stop fees include parts.

### ***Miscellaneous Fees***

Miscellaneous Fees are mainly comprised of labor costs, which are explained in more detail in the Fee Components section of this summary. The Bid Protest Fees also include costs associated with legal counsel’s time to review bid protest documents.

### ***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, 2026

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
<b>Construction Fees:</b>					
5/8" Meter Full Install	\$ 7,553	\$ 9,798	\$ 2,245	29.7%	Labor, paving, trucking, burden, parts costs increased and added traffic control
5/8" Meter Hook On	676	688	12	1.8%	Labor costs increased and burden and parts costs decreased
5/8" Service Outlet *	6,877	9,110	2,233	32.5%	Labor, paving, trucking, burden, parts costs increased and added traffic control
3/4" Meter Full Install	7,556	9,829	2,273	30.1%	Labor, paving, trucking, burden, parts costs increased and added traffic control
3/4" Meter Hook On	679	719	40	5.9%	Labor, burden and parts cost increased
3/4" Service Outlet *	6,877	9,110	2,233	32.5%	Labor, paving, trucking, burden, parts costs increased and added traffic control
1" Meter Full Install	7,803	10,035	2,232	28.6%	Labor, paving, trucking, burden, parts costs increased and added traffic control
1" Meter Hook On	926	925	(1)	(0.1%)	Labor costs increased and burden and parts costs decreased
1" Service Outlet *	6,877	9,110	2,233	32.5%	Labor, paving, trucking, burden, parts costs increased and added traffic control
1 1/2" Meter Full Install	9,908	12,328	2,420	24.4%	Labor, paving, trucking, burden, parts costs increased and added traffic control
1 1/2" Meter Hook On	1,764	1,925	161	9.1%	Labor, burden and parts costs increased
1 1/2" Service Outlet *	8,144	10,403	2,259	27.7%	Labor, paving, trucking, burden, parts costs increased and added traffic control
2" Meter Full Install	10,152	12,681	2,529	24.9%	Labor, paving, trucking, burden, parts costs increased and added traffic control
2" Meter Hook On	2,008	2,278	270	13.4%	Labor, burden and parts cost increased
2" Service Outlet *	8,144	10,403	2,259	27.7%	Labor, paving, trucking, burden, parts costs increased and added traffic control
Fire Hydrant Full Install *	24,176	25,548	1,372	5.7%	Labor, paving, and trucking costs increased and burden and parts costs decreased
Fire Hydrant Upgrade *	9,358	9,642	284	3.0%	Labor, burden and parts costs increased
4" Fire Service Connection *	15,354	17,007	1,653	10.8%	Labor, paving, trucking and burden costs increased and parts costs decreased
6" Fire Service Connection *	15,755	17,180	1,425	9.0%	Labor, paving, and trucking costs increased and parts and burden costs decreased
8" Fire Service Connection *	17,973	19,451	1,478	8.2%	Labor, paving, and trucking costs increased and parts and burden costs decreased
10" Fire Service Connection *	21,005	22,324	1,319	6.3%	Labor, paving, and trucking costs increased and parts and burden costs decreased
Air Vent, Blow Off, and Gate Valve for Fire Service	5,667	5,724	57	1.0%	Labor costs increased and burden and parts costs decreased
Commercial Irrigation Service Conversion Fee	2,429	2,717	288	11.9%	Labor, burden and parts costs increased
Backflow Device Set-up	308	342	34	11.0%	Labor costs increased
Reset Pressure Valve	244	271	27	11.1%	Labor costs increased
1" Construction Meter Deposit With Backflow Device	2,043	2,353	310	15.2%	Labor, burden and parts costs increased
Refundable Amount	1,421	1,614	193	13.6%	Parts costs increased
1" Construction Meter Deposit With Spanner and Backflow Device	2,072	2,384	312	15.1%	Labor, burden and parts costs increased
Refundable Amount	1,446	1,641	195	13.5%	Parts costs increased
3" Construction Meter Deposit With Backflow Device	6,615	7,483	868	13.1%	Labor, burden and parts costs increased
Refundable Amount	4,972	5,603	631	12.7%	Parts costs increased
Unauthorized Taking of District Water	3,266	3,686	420	12.9%	Labor and unit of water costs increased
Relocate Construction Meter	205	228	23	11.2%	Labor costs increased
Unauthorized Construction Meter and Backflow Device Move Penalty	408	453	45	11.0%	Labor costs increased
Subdivision Construction Meter Deposit	11,682	11,756	74	0.6%	Labor costs increased and parts and burden costs decreased
Refundable Amount	9,380	9,351	(29)	(0.3%)	Parts costs decreased
Meter Service Lateral Termination	2,593	3,054	461	17.8%	Labor, paving, trucking, parts and burden costs increased
Temporary Offsite Service *	8,987	11,335	2,348	26.1%	Labor, paving, trucking, parts and burden costs increased
Plus: Per Foot Frontage Charge	85	97	13	15.4%	Labor, paving, trucking, parts and burden costs increased
Temporary Service Agreement Conversion *	10,031	12,491	2,460	24.5%	Labor, paving, trucking, parts and burden costs increased
Plus: Per Foot Frontage Charge	85	97	13	15.4%	Labor, paving, trucking, parts and burden costs increased
Temporary Service Agreement Conversion Excluding Tieback & Permit *	8,600	10,985	2,385	27.7%	Labor, paving, trucking, parts and burden costs increased
Plus: Per Foot Frontage Charge	85	97	13	15.4%	Labor, paving, trucking, parts and burden costs increased
Cancellation of Meter Application	314	348	34	10.8%	Labor costs increased

**Vista Irrigation District  
PROPOSED FEE SUMMARY  
Effective: January 1, 2026**

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
Meter Downsize from ¾"	642	741	99	15.4%	Labor costs increased
Meter Downsize from 1"	642	741	99	15.4%	Labor costs increased
Meter Downsize from 1½"	1,206	1,321	115	9.5%	Labor increased and parts and burden costs decreased
Meter Downsize from 2"	1,498	1,585	87	5.8%	Labor, parts and burden costs 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, 2026

	Current Fee	Proposed Fee	\$ Change	% Change	Comments	
<b>Engineering Fees:</b>						
Hydraulic Analysis	\$ 1,002	\$ 1,113	\$ 111	11.1%	Labor costs increased	
Water Supply Study	1,580	1,754	174	11.0%	Labor costs increased	
Construction Cost Estimate Summary	579	642	63	10.9%	Labor costs increased	
Update Construction Cost Estimate Summary	258	286	28	10.9%	Labor costs increased	
Plan Check (per Sheet)	595	831	236	39.7%	Labor rate and labor hours increased	
Construction Change Plan Check (per Occurrence) (New)	-	613	613	-		
As-Built Deposit (per Sheet)	567	883	316	55.7%	Labor rate and labor hours increased	
Refundable Amount (per Sheet)	567	883	316	55.7%	Labor rate and labor hours increased	
Construction Agreement	2,127	2,396	269	12.6%	Labor costs increased	
Water Availability Letter	360	400	40	11.1%	Labor costs increased	
Water Availability Letter Update	168	186	18	10.7%	Labor costs increased	
Grant of Right of Way (to Public)	893	988	95	10.6%	Labor costs increased	
Quitclaim/Cancellation of Recorded Documents	1,044	1,156	112	10.7%	Labor costs increased	
Encroachment Permit	924	1,022	98	10.6%	Labor costs increased	
Joint Use Agreement	981	1,079	98	10.0%	Labor costs increased	
Exchange Meter Agreement	502	813	311	62.0%	Labor rate and labor hours increased	
Fire Flow Analysis	244	356	112	45.9%	Labor rate and labor hours increased	
Annexation Fee (per Acre)	7,013	7,241	228	3.3%	Net asset values increased	
Annexation/Administration	2,787	3,095	308	11.1%	Labor costs increased	
Detachment Fee (per Acre)	-	-	-	-	No charge	
Detachment/Administration	2,787	3,095	308	11.1%	Labor costs increased	
5/8" Capacity Fee	Current # of meters: 5531	6,556	7,156	600	9.2%	Inflation on value of infrastructure and increased estimated costs of future capital
3/4" Capacity Fee	Current # of meters: 17052	9,835	10,734	899	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
1" Capacity Fee	Current # of meters: 2936	16,391	17,890	1,499	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
1 1/2" Capacity Fee	Current # of meters: 1320	32,782	35,779	2,997	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
2" Capacity Fee	Current # of meters: 896	52,451	57,247	4,796	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
3" Capacity Fee	Current # of meters: 87	104,903	114,494	9,591	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
4" Capacity Fee	Current # of meters: 25	163,911	178,897	14,986	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
6" Capacity Fee	Current # of meters: 15	327,821	357,794	29,973	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
8" Capacity Fee	Current # of meters: 2	524,514	572,470	47,956	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
10" Capacity Fee	Current # of meters: 1	753,989	822,925	68,936	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
12" Capacity Fee	Current # of meters: 0	1,409,632	1,538,512	128,880	9.1%	Inflation on value of infrastructure and increased estimated costs of future capital
Meter Service Lateral Inspection	860	1,382	522	60.7%	Labor rate and labor hours increased	
RPDA/Meter Inspection	706	955	249	35.3%	Labor rate and labor hours increased	
RPDA/Meter and Lateral Inspection Without Shutdown	1,630	2,323	693	42.5%	Labor rate and labor hours increased	
RPDA/Meter and Lateral Inspection With Shutdown	2,708	3,520	812	30.0%	Labor rate and labor hours increased	
Fire Hydrant Inspection	1,155	1,283	128	11.1%	Labor costs increased	
Fire Hydrant and Lateral Inspection without Shutdown	2,079	2,651	572	27.5%	Labor rate and labor hours increased	
Fire Hydrant and Lateral Inspection with Shutdown	2,541	3,848	1,307	51.4%	Labor rate and labor hours increased	

# Vista Irrigation District

## PROPOSED FEE SUMMARY

### Effective: January 1, 2026

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
<b><u>Customer Service Fees:</u></b>					
Late Penalty	\$ 18	\$ 20	\$ 2	11.1%	Labor costs increased
Delinquent Door Hanger	82	91	9	11.0%	Labor costs increased
Mailed Discontinuation Notice	46	49	3	6.5%	Labor costs increased
Delinquent Lock	184	204	20	10.9%	Labor costs increased
Delinquent Lock Hardship *	59	61	2	3.9%	Change in Consumer Price Index
After Hours Lock or Unlock	203	225	22	10.8%	Labor costs increased
After Hours Unlock Hardship *	177	184	7	4.0%	Change in Consumer Price Index
Broken Lock	203	225	22	10.8%	Labor costs increased
Pulled Meter	203	225	22	10.8%	Labor costs increased
Tax Roll	111	125	14	12.6%	Labor costs increased
Returned Check	44	48	4	9.1%	Labor costs increased
Voluntary Lock or Unlock	77	86	9	11.7%	Labor costs increased
Meter Bench Test	513	570	57	11.1%	Labor costs increased
5/8" Damaged Curb Stop	1,007	1,106	99	9.8%	Labor costs increased
3/4" Damaged Curb Stop	1,007	1,106	99	9.8%	Labor costs increased
1" Damaged Curb Stop	1,094	1,178	84	7.7%	Labor increased and parts decreased
<b><u>Miscellaneous Fees:</u></b>					
Bid Protest Fee- Contract Under \$60k	371	409	38	10.2%	Labor costs increased
Bid Protest Fee- Contract Over \$60k	637	695	58	9.1%	Labor costs increased
<b><u>Water Conservation Fees:</u></b>					
Second Water Citation within 12 Months	271	300	29	10.7%	Labor costs increased
Third Water Citation within 12 Months	498	526	28	5.6%	Labor costs increased
Four or More Water Citations within 12 Months	724	751	27	3.7%	Labor costs increased
1" and Smaller Flow Restrictor Installation & Removal	358	396	38	10.6%	Labor costs increased
1½" and 2" Flow Restrictor Installation & Removal	687	755	68	9.9%	Labor increased and parts decreased

\* Hardship: 200% below the Federal Poverty Line

## 4.4 RATES, SERVICE CHARGES AND FEES

Adoption Date:	<del>10/23/2024</del>
Action:	Approved by the VID Board of Directors, Min. Order. 24-10-113; Res. 2024-34.

### 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 ~~\$570.00~~\$13.00 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 ~~\$2,353.00~~\$2,043.00 deposit, of which ~~\$1,614.00~~\$1,421.00 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 ~~\$2,384.00~~\$2,072.00 deposit, of which ~~\$1,641.00~~\$1,446.00 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 ~~\$7,483.00~~~~6,615.00~~ deposit shall be required on all construction meters with backflow device, ~~\$5,603.00~~~~4,972.00~~ 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 ~~\$228.00~~~~205.00~~ per move. The charge for an unauthorized construction meter and backflow device move shall be ~~\$453.00~~~~408.00~~. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost ~~\$271.00~~~~244.00~~. 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 ~~\$11,756.00~~~~11,682.00~~ deposit shall be required on a Subdivision Construction Meter. ~~\$2,405.00~~~~2,302.00~~ of that deposit is retained for administration and testing for a net refundable deposit of ~~\$9,351.00~~~~9,380.00~~ 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:

Annexation/Detachment (Administrative Fee)	\$ <del>3,095.00</del> <del>2,787.00</del>
Construction Agreement (Preparation Fee)	\$ <del>2,396.00</del> <del>2,127.00</del>
Grant of Right of Way (Document)	\$ <del>988.00</del> <del>893.00</del>
<del>Private Ownership Agreement (Document)</del>	<del>\$ 1,001.00</del>
Quitclaim/Cancellation of Recorded Documents	\$ <del>1,156.00</del> <del>1,044.00</del>
Encroachment Permit	\$ <del>1,022.00</del> <del>924.00</del>
Joint Use Agreement	\$ <del>1,079.00</del> <del>981.00</del>

Exchange Meter Agreement	\$ <del>813.00</del> <u>502.00</u>
Water Availability Letter	\$ <del>400.00</del> <u>360.00</u>
Water Availability Letter Update	\$ <del>186.00</del> <u>168.00</u>

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

A. Annexation Fees (See Sec. 3.1)

~~\$7,241.00~~7,013.00 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 ~~\$342.00~~308.00. 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 ~~\$11,335.00~~8,987.00, plus an additional charge of ~~\$97.00~~85.00 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 ~~\$12,491.00~~10,031.00 plus an additional charge of ~~\$97.00~~85.00 per foot of the pro-rata share of pipeline costs.

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 ~~\$10,985.00~~~~8,600.00~~ plus an additional charge of ~~\$97.00~~~~85.00~~ per foot of the pro-rata share of pipeline costs.

The cost of permit associated with a Permanent Water Service resulting from a 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 Analyses

The District’s hydraulic model is used to perform analyses and provide planning and design information for projects and ranges in the level of effort as follows:

Fire Flow Analysis – provides the available fire flow at a specific location in the system. A fire flow analysis does not review or determine system improvements that may be necessary to meet the specified fire flow requirement. The fee is ~~\$356.00~~~~244.00~~.

Hydraulic Analysis – provides a review of a project for impacts on the existing system and identifies offsite improvements that may be necessary to maintain service levels in the system. Includes a summary page of the results and a schematic layout of the project and facilities. The fee is ~~\$1,113.00~~~~1,002.00~~.

Water Supply Study – required for most new projects prior to plan checking improvement plans, a water supply study provides an analysis of the project and reports the requirements for conformance with the District’s planning and design criteria, including estimation of demands based on land-use, requirements for any proposed new facilities including pipeline sizes, and impacts to the existing system and need for offsite improvements. Includes a detailed summary report and figures to show schematic layout of required facilities to serve the proposed project. The fee is ~~\$1,754.00~~~~1,580.00~~ for projects with minor pipeline extensions. Costs for large and/or more complex projects shall be performed on a time and materials basis through a deposit as determined necessary by the District.

B. Construction Cost Estimate Summary

Provide a detailed cost of constructing waterline facilities using District forces (when available). The Construction Cost Estimate Summary is ~~\$642.00~~~~579.00~~ and is effective for 30 days. Updating a construction cost estimate summary after 30-days have elapsed is ~~\$286.00~~~~258.00~~.

C. Plan Check and Construction Change Plan Check

The District will check all improvement and grading plans, and if acceptable, will approve said improvement and grading plans. The fee for plan checking will be ~~\$831.00~~~~595.00~~ per sheet excluding all sheets not pertaining to or impacting District facilities. Plan checking for larger and/or more complex projects shall be performed on a time and materials basis through a deposit as determined necessary by the District.

To cover the cost of reviewing and approving design changes needed during construction on non-deposit based projects, the fee will be \$613.00 per occurrence.

D. As-Built Drawings

The District requires all final As-Built drawings to be submitted at the end of the project. A deposit of ~~\$883.00~~~~567.00~~ 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.

E. Meter Service Lateral Inspection

The cost for inspecting a service lateral and meter assembly (2 inches and less) connected to a District pipeline by an outside contractor will be ~~\$1,382.00~~~~860.00~~. Reduced Pressure Detector Assembly (RPDA) inspection costs shall be used for larger service laterals and meters (3 inches and above).

F. RPDA Inspection

The costs associated with inspection of a RPDA or service laterals and meters 3 inches or larger, are as follows:

RPDA/meter inspection	\$	<del>955.00</del> <del>706.00</del>
RPDA/meter and lateral inspection without shutdown	\$	<del>2,323.00</del> <del>1,630.00</del>
RPDA/meter and lateral inspection with shutdown	\$	<del>3,520.00</del> <del>2,708.00</del>

G. Time and Materials Basis (Deposit)

Costs for items not covered in the fee schedule or under circumstances determined by the District where the level of effort is too variable or likely greater than allowed for in the fees will be based on actual costs through collection of a deposit. Items include, but not limited to, complex hydraulic analyses and plan checks, water supply assessments, reimbursement agreements, construction of waterline facilities by District forces and miscellaneous inspection work.

4.4.10 Fire Hydrant Installations

Full installations include up to 30 feet of pipe. Installations over 30 feet in length shall be performed on a time and materials basis through a deposit. 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	\$ <del>25,548.00</del> <u>24,176.00</u>
Upgrade	\$ <del>9,642.00</del> <u>9,358.00</u>

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

Fire Hydrant inspection	\$ <del>1,283.00</del> <u>1,155.00</u>
Fire Hydrant and lateral inspection without shutdown	\$ <del>2,651.00</del> <u>2,079.00</u>
Fire Hydrant and lateral inspection with shutdown	\$ <del>3,848.00</del> <u>2,541.00</u>

4.4.11 Fire Service

4" Fire Service Connection	\$ <del>17,007.00</del> <u>15,354.00</u>
6" Fire Service Connection	\$ <del>17,180.00</del> <u>15,755.00</u>
8" Fire Service Connection	\$ <del>19,451.00</del> <u>17,973.00</u>
10" Fire Service Connection	\$ <del>22,324.00</del> <u>21,005.00</u>

Fire service connection installations include up to 30 feet of pipe. Installations over 30 feet in length shall be performed on a time and materials basis through a deposit. When an in-line gate valve, air vent and blow-off is required, a fee of \$~~5,724.00~~ 5,667.00 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. It is the responsibility of the applicant to purchase and install the RPDA.

4.4.12 Water Meter Fees

A. Water Meter Fees

<sup>5</sup> / <sub>8</sub> " Hook-on Meter	\$ <del>688.00</del> <u>676.00</u>
Service Outlet	\$ <del>9,110.00</del> <u>6,877.00</u>
Full Installation	\$ <del>9,798.00</del> <u>7,553.00</u>

The smallest meter size allowable shall be a <sup>3</sup>/<sub>4</sub>" meter. A <sup>5</sup>/<sub>8</sub>" 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	\$ <del>719.00</del> <u>679.00</u>
Service Outlet	\$ <del>9,110.00</del> <u>6,877.00</u>
Full Installation	\$ <del>9,829.00</del> <u>7,556.00</u>
1" Hook-on Meter	\$ <del>925.00</del> <u>926.00</u>
Service Outlet	\$ <del>9,110.00</del> <u>6,877.00</u>
Full Installation	\$ <del>10,035.00</del> <u>7,803.00</u>

1 1/2" Hook-on Meter	\$ <del>1,925.00</del> <u>1,764.00</u>
Service Outlet	\$ <del>10,403.00</del> <u>8,144.00</u>
Full Installation	\$ <del>12,328.00</del> <u>9,908.00</u>
2" Hook-on Meter	\$ <del>2,278.00</del> <u>2,008.00</u>
Service Outlet	\$ <del>10,403.00</del> <u>8,144.00</u>
Full Installation	\$ <del>12,681.00</del> <u>10,152.00</u>

3" or larger sized meters by time and materials 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"	\$ <del>741.00</del> <u>642.00</u>
Meter downsize from 1"	\$ <del>741.00</del> <u>642.00</u>
Meter downsize from 1 1/2"	\$ <del>1,321.00</del> <u>1,206.00</u>
Meter downsize from 2"	\$ <del>1,585.00</del> <u>1,498.00</u>

The reduction of a meter size from 3" or larger sized meter is by time and materials 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 ~~\$348.00~~\$14.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be ~~\$3,054.00~~\$2,593.00.

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 ~~\$2,717.00~~\$2,429.00.

#### 4.4.13 District Overhead

A 20% material burden factor will be applied to all bills rendered for parts or material furnished by the District. In addition, a 5% 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 ~~\$20.00~~\$18.00. Prior to discontinuing a service, a reminder is given to the customer by attaching a door hanger or mailing a discontinuation notice. The fee charged for a door hanger will be ~~\$91.00~~\$82.00. The fee charged for a mailed discontinuation notice will be ~~\$49.00~~\$46.00. Returned check charge will be ~~\$48.00~~\$44.00.

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 \$~~125.00~~111.00.

Services that are locked for non-payment of water bills will be charged an additional \$~~204.00~~184.00; customers who qualify for the Delinquent Lock Hardship fee will be charged \$~~61.00~~59.00. To unlock a meter after hours, there will be a charge of \$~~225.00~~203.00; customers who qualify for the After-hours Unlock Hardship fee will be charged \$~~184.00~~177.00.

Broken District locks shall be billed at the rate of \$~~225.00~~203.00 per lock. If a meter is pulled for delinquency, there will be a minimum charge of \$~~225.00~~203.00.

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

5/8" damaged curb stop:	\$ <del>1,106.00</del> <u>1,007.00</u>
3/4" damaged curb stop:	\$ <del>1,106.00</del> <u>1,007.00</u>
1" damaged curb stop:	\$ <del>1,178.00</del> <u>1,094.00</u>

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 \$~~86.00~~77.00 and subsequently unlocked for an additional \$~~86.00~~77.00. To lock or unlock a meter after hours, there will be a charge of \$~~225.00~~203.00.

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 Capacity Fees

(Last revision 2/19/2025: Minute Order 25-02-24)

For all water meters installed, the following charges shall be made:

<u>Meter Size</u>	<u>Capacity Fee</u>
5/8"	\$ <del>7,156.00</del> <del>6,556.00</del>
3/4"	\$ <del>10,734.00</del> <del>9,835.00</del>
1"	\$ <del>17,890.00</del> <del>16,391.00</del>
1 1/2"	\$ <del>35,779.00</del> <del>32,782.00</del>
2"	\$ <del>57,247.00</del> <del>52,451.00</del>
3"	\$ <del>114,494.00</del> <del>104,903.00</del>
4"	\$ <del>178,897.00</del> <del>163,911.00</del>
6"	\$ <del>357,794.00</del> <del>327,821.00</del>
8"	\$ <del>572,470.00</del> <del>524,514.00</del>
10"	\$ <del>822,925.00</del> <del>753,989.00</del>
12"	\$ <del>1,538,512.00</del> <del>1,409,632.00</del>

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-family 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.

#### 4.4.16 Water Conservation Fees

Second water citation within 12 months	\$ <del>300.00</del> <del>271.00</del>
Third water citation within 12 months	\$ <del>526.00</del> <del>498.00</del>
In addition, a flow restrictor may be installed for up to five days.	
Four or more water citations within 12 months	\$ <del>751.00</del> <del>724.00</del>
In addition, a flow restrictor may be installed or service may be discontinued.	
1" and smaller flow restrictor installation & removal	\$ <del>396.00</del> <del>358.00</del>
1 1/2" and 2" flow restrictor installation & removal	\$ <del>755.00</del> <del>687.00</del>

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

#### 4.4.17 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 \$~~3,686.00~~~~3,266.00~~.

#### 4.4.18 Miscellaneous Fees

A bid protest will be charged a fee for contracts under \$60,000 of ~~\$409.00~~<sup>371.00</sup>. For contracts over \$60,000 the fee will be ~~\$695.00~~<sup>637.00</sup> to also cover the costs of taking the bid protest to the Board of Directors for consideration.