



**AGENDA**  
**ADJOURNED MEETING OF THE BOARD OF DIRECTORS**  
**WEDNESDAY, OCTOBER 16, 2019 - 8:30 AM**  
**1391 Engineer Street, Vista, CA 92081**  
**Phone: (760) 597-3100**

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

**1. CALL TO ORDER**

**2. ROLL CALL – DETERMINATION OF QUORUM**

**3. PLEDGE OF ALLEGIANCE**

**4. CONSIDER APPROVAL OF AGENDA**

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

**5. 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 Board 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.

**6. CONSENT CALENDAR**

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

**A. Minutes of the Fiscal Policy Committee meeting on September 19, 2019**

*For information only.*

**B. Minutes of the Board of Directors meeting on October 2, 2019**

*Recommendation: Approval of draft minutes.*

**C. Ratification of check disbursements**

*Recommendation: Adopt a resolution ratifying checks numbered 62720 through 62801 in the amount of \$651,006.98 pursuant to the cash disbursement report detailing expenditures.*

**7. FEES AND CHARGES OTHER THAN WATER RATES**

*Recommendation:*

- 1. Conduct a public hearing for the purpose of receiving comments on revisions to Vista Irrigation District fees and charges other than water rates.*
- 2. Consider adopting Resolution No. 19-XX revising the Rules and Regulations of Vista Irrigation District relative to fees and charges other than water rates.*

**8. 2019 TRIENNIAL PUBLIC HEALTH GOAL REPORT**

*Recommendation:*

- 1. Conduct a public hearing for the purpose of receiving comments on Vista Irrigation District's 2019 Triennial Public Health Goal Report (2019 PHG Report); and*
- 2. Accept the 2019 PHG Report.*

**9. ORCHARD HILLS PROJECT**

*Recommendation:*

1. *Adopt Resolution No. 19-XX setting the terms and conditions of detachment of 12.5 acres for the Orchard Hills Reorganization and direct staff to file the resolution with the San Diego Local Agency Formation Commission (LN 2013-039; CF 500-369; LAFCO RO19-06; APNs 218-220-10, 218-220-17; DIV NO 5).*
2. *Receive informational report regarding trail segments identified on the parcel map for the Orchard Hills project that are located in the Vista Flume easement.*

**10. 2020 BOARD MEETING DATES**

*Recommendation: Establish 2020 Board meeting dates to resolve conflicts as follows: shift the Board meeting dates in January to the second and fourth Wednesdays of the month, January 8 and January 22 respectively; schedule one Board meeting in May on May 13; and schedule one Board meeting in December on December 9. All Board meetings to begin at 9:00 a.m.*

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

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

**12. MEETINGS AND EVENTS**

- A. *Reports on meetings and events attended by Directors*
- B. *Schedule of upcoming meetings and events*

**13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES**

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

**14. COMMENTS BY DIRECTORS**

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

**15. COMMENTS BY GENERAL COUNSEL**

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

**16. COMMENTS BY GENERAL MANAGER**

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

**17. ADJOURNMENT**

- *The agenda package and materials related to an agenda item submitted after the packet's distribution to the Board, are available for public review in the lobby of the District office during normal business hours.*
- *Agendas and minutes are available at [www.vidwater.org](http://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: October 10, 2019



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Lisa R. Soto, Board Secretary



## **STAFF REPORT**

**Agenda Item: 6**

**Board Meeting Date: October 16, 2019**  
**Prepared By: Lisa Soto**

**SUBJECT: CONSENT CALENDAR**

- A. Minutes of the Fiscal Policy Committee meeting on September 19, 2019
- B. Minutes of the Board of Directors meeting on October 2, 2019
- C. Ratification of check disbursements

**DRAFT MINUTES**

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

MINUTES OF THE  
FISCAL POLICY COMMITTEE OF  
VISTA IRRIGATION DISTRICT

September 19, 2019

A Meeting of the Fiscal Policy Committee was held on Thursday, September 19, 2019, at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Directors present: Chair MacKenzie and Director Vásquez.

Staff present: Brett Hodgkiss, General Manager; Ranae Ogilvie, Assistant Secretary of the Board; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Marlene Kelleher, Director of Administration; Shallako Goodrick, Finance Supervisor; and Farrokh Shahamiri, Finance Associate.

**3. APPROVAL OF AGENDA**

The agenda was approved as presented.

**4. PUBLIC COMMENT TIME**

There were no members of the public present.

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

See staff report attached hereto.

General Manager Brett Hodgkiss stated that the District's fees and charges other than water rates are calculated to recover the District's costs, and the proposed revisions are necessary to properly account for changes in the cost of materials, labor, and outside services. He added that every other year the District does a comprehensive time and motion study as part of the review process, verifying the time and costs that goes into each fee; time and motion studies were performed as part of this year's review. Mr. Hodgkiss noted that many of the proposed changes are the result of materials and/or outside services needing to be added or deleted from the fee calculation. He provided a brief summary of the proposed revisions.

Mr. Hodgkiss reviewed the Construction Fees stating that the proposed increases to meter and service outlet related fees are due to the addition of the cost for importing and exporting materials as well as an increase in paving costs. He also reviewed the fire service related fees noting that the increase is due to the addition of the cost of importing and exporting materials and cost of traffic control as well as additional staff time needed to complete the work. Mr. Hodgkiss stated that the proposed changes to the 1" construction meter fees are the result of an increase in the cost of parts; there is a corresponding increase in the refundable amount.

**DRAFT MINUTES**

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Mr. Hodgkiss reviewed the Engineering Fees noting that the proposed changes to the Hydraulic Analysis with Schematic Layout, Statement of Cost, Water Availability Letter and Quitclaim/Cancellation of Recorded Documents fees all reflect an increase in the amount of staff time needed to perform these services. He stated that the primary factors influencing the proposed increase of the Capacity fees are the value of existing infrastructure and the cost of capital projects identified in the 2018 Water Master Plan.

Under Customer Service Fees, Mr. Hodgkiss noted that the proposed \$2 increase in the Late Payment fee is a reflection of increased staff time needed to respond to customer inquiries and process the late payments. He reviewed the Door Hanger fee stating that the increase is the result of the implementation of Senate Bill 998 (SB 998). Mr. Hodgkiss explained that SB 998 requires the District to translate its policy related to the discontinuance of water service for non-payment into five different languages and provide a copy of the policy (in all five languages) along with the door hanger; the proposed change reflects an increase in staff time related to this task as well as the cost to copy the policy (in all five languages). He pointed out two new Customer Service Fees associated with the implementation of SB 998, the Non-Payment Lock Hardship fee and the After Hours Unlock Hardship fee; only residential customers that provide documentation of household income that is 200% below the Federal Poverty Line (e.g. recipient of Cal WORKS, CalFresh, etc.) qualify for these fees.

Chair MacKenzie suggested that since SB 998 has led to new and increased District fees, staff should document all of the costs associated with implementing the new law for a year and provide a summary of the data collected to the Board.

Mr. Hodgkiss thanked Director of Administration Marlene Kelleher, Finance Supervisor Shallako Goodrick, and Finance Associate Farrokh Shahamiri and other staff for a job well done in reviewing and updating the fees and charges. The Committee members also commended staff for its thoroughness in the preparation of the fees.

The Committee recommended that the revised fees and charges other than water rates be presented for consideration by the Board at a public hearing on October 16, 2019. Mr. Hodgkiss said that staff will duly publish the notice of public hearing.

**6. CAPITAL PROJECT FUNDING SOURCES**

See staff report attached hereto.

The Committee discussed various funding options for current and future capital projects, including the potential replacement of the Flume and the San Pasqual Undergrounding Project.

Mr. Hodgkiss stated that some of the funding sources the District will be considering are "Pay as you go" (PAYGO), State Revolving Fund Loans, grants and bonds. He added that the type of funding for each capital project will be determined by the cost of the project and whether it will be phased or constructed all at once.

Mr. Hodgkiss stated that if the Board's decision were "To Flume", funding sources/options for replacement of the Flume would largely be based on whether the project would be constructed in phases or all at once. If the project were to be constructed all at once, funding would likely come from a combination of cash, loans and grants; if the project were to be phased, funding would likely be on a PAYGO basis because costs could be spread over a longer period. He noted that the "To Flume or Not To Flume" decision

**DRAFT MINUTES**

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will drive the total amount of money needed for capital projects (on a go forward basis) and decisions on how and when they would be funded.

Mr. Hodgkiss stated that the San Pasqual Undergrounding Project is currently planned as a PAYGO project; however, if the project cost and/or timeline change, the funding source may have to change as well. The Committee discussed talking with its partner in the San Pasqual Undergrounding Project, City of Escondido, about different funding options.

The Committee discussed some of the possible grants that may be available to the District. Mr. Hodgkiss and Ms. Kelleher commented that the District has looked into working with a consultant to identify potential funding sources for large capital projects.

**7. COMMENTS BY COMMITTEE MEMBERS**

None were presented.

**8. COMMENTS BY GENERAL MANAGER**

None were presented.

**9. ADJOURNMENT**

There being no further business to come before the Committee, at 10:16 a.m. Chair MacKenzie adjourned the meeting.

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Jo MacKenzie, Chair

ATTEST:

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Ramae Ogilvie, Assistant Secretary  
Board of Directors  
VISTA IRRIGATION DISTRICT

**DRAFT MINUTES**

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

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

October 2, 2019

A Regular Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, October 2, 2019 at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

President MacKenzie called the meeting to order at 8:30 a.m.

**2. ROLL CALL**

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

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Lisa Soto, Secretary of the Board; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Mark Saltz, Water Resources Specialist; Marlene Kelleher, Director of Administration; Matt Atteberry, Engineering Service Manager and Ramae Ogilvie, Administrative Assistant.

Other attendees: None.

**3. PLEDGE OF ALLEGIANCE**

Director Vásquez led the pledge of allegiance.

**4. APPROVAL OF AGENDA**

19-10-104 *Upon motion by Director Vásquez, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the agenda as presented.*

**5. PUBLIC COMMENT TIME**

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

**6. CONSENT CALENDAR**

19-10-105 *Upon motion by Director Dorey, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 19-28 approving disbursements.*

**DRAFT MINUTES**

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

A. Acceptance of Water System

See staff report attached hereto. Staff recommended and the Board accepted the water system for an industrial development project known as Keystone Innovation Center, consisting of approximately 10.3 gross acres developed by Badiie Development, LLC, located at 1347 and 1349 Keystone Way, Vista (I-3077; APN 221-011-19 DIV NO 5).

B. Minutes of Board of Directors meeting on September 18, 2019

The minutes of September 18, 2019 were approved as presented.

C. Resolution ratifying check disbursements

**RESOLUTION NO. 19-28**

**BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 62612 through 62719 drawn on Union Bank totaling \$516,577.46.**

**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 2<sup>nd</sup> day of October 2019.**

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**7. DIVISION REPORTS**

See staff report attached hereto.

Director of Operations and Field Services Frank Wolinski provided clarification regarding the Edgell (HP) Reservoir solar project stating that two 330 watt solar panels were installed (comparable to panels used residentially) to provide a consistent power supply for the Supervisory Control and Data Acquisition (SCADA) system. He commented that the solar projects at the Virginia Place (A) and the San Luis Rey reservoirs are similar and serve the same purpose.

General Manager Brett Hodgkiss updated the Board regarding the operations at Lake Henshaw stating that the recorded number of guests at the Lake Henshaw Resort are still a little low but operations are running smoothly. It was noted that the water level at Lake Henshaw had dropped below 5,000 acre-feet.

Director of Engineering Randy Whitmann updated the Board regarding the Buena Creek (HB) Reservoir rehabilitation project. He stated that the demolition of the roof would be a slow and methodical process, which resulted in it more expensive than the budgeted amount; the same contractor is also proposing on the main tank rehabilitation and is offering some value engineering options (that staff is exploring), which could bring cost savings to those components.



**DRAFT MINUTES**

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Mr. Hodgkiss stated that staff met with Helix Environmental at the Warner Ranch to discuss potential environmental constraints related to replacing the damaged concrete ditch sections in the wellfield. He stated that the main environmental concern is the Stephens' kangaroo rats (SKR) that live in the area. Due to the presence of SKR, the District will not be able to replace the ditch in place and in kind expediently. Staff is currently reviewing alternatives that will be less disturbing for the SKR, including installing a pipe inside the ditch and covering it with concrete. The Board discussed the matter briefly and Water Resources Specialist Mark Saltz provided clarification. Director Dorey suggested that the development of a Habitat Conservation Plan (HCP) could be beneficial in situations such as this; Mr. Hodgkiss suggested that perhaps this could be considered when the District prepares its wellfield master plan.

**8. EDGEHILL(E) RESERVOIR REPLACEMENT AND PUMP STATION**

See staff report attached hereto.

Mr. Whitmann presented an overview of the preliminary design report findings for the Edgehill (E) Reservoir replacement and pump station project (project). He stated that the Edgehill (E) Reservoir is a 1.5 million gallon (mg) tank built in 1929. Mr. Whitmann stated that the District's Master Plan identified a storage deficiency in the 752 Pressure Zone as well as a need for a new pump station at the site to increase operational flexibility. Since the Edgehill (E) Reservoir has reached the end of its useful life, its replacement with a larger tank and a new pump station would satisfy the deficiencies identified in the Master Plan. He stated that the engineering firm Dudek was engaged to provide planning, design and environmental services for the project.

Mr. Whitmann stated that due to the geotechnical findings of hard rock on the site lowering the floor of the reservoir to increase its storage volume would increase the cost of the project significantly. He stated that the top two reservoir design alternatives developed by Dudek were presented in the staff report (Alternative 3 and Alternative 1B) with the preferred alternative being Alternative 1B, a hexagon-shaped tank with a storage volume of 2.92 mgs; the increased storage volume would be achieved by raising the reservoir height by six feet. The cost of Alternative 1B is estimated at \$9.41 million.

Mr. Whitmann reviewed the potential operational benefits of constructing two smaller tanks (as presented in Alternative 3) versus one larger tank (as in Alternative 1B). He stated that staff also considered constructing two chambers within the hexagon-shaped tank, which would allow one chamber to remain operational while the other could be taken out of service for maintenance. Mr. Whitmann stated that additional infrastructure would be needed for two tanks or chambers, increasing the cost of the project significantly.

Mr. Whitmann reviewed Dudek's recommendations for the new pump station, noting that a capacity of 3,000 gallons per minutes (gpm) was selected for the pump station size to match the demands within the upper pressure zones. The pump station would be located at the base of the reservoir next to an existing building, which houses a pressure regulating station.

Mr. Whitmann stated that preliminary environmental assessments were completed as part of the preliminary design report, and the assessments indicate that no significant environmental impacts will occur from the project; it will likely require a mitigated negative declaration. He said that work on the final design of the project was currently underway with plans and specifications expected to be complete by spring 2020 and a contractor to be selected by mid-2020.

**DRAFT MINUTES**

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**9. BOARD MEETING START TIMES**

See staff report attached hereto.

The Board discussed the possibility of changing Board meeting start times, noting the practice each year of shifting several Board meeting start times to 9:00 a.m. to accommodate some of the conflicting 7:00 a.m. meetings of the North County Water Agencies. The consensus of the Board was that a slight change to the standard Board meeting start time from 8:30 a.m. to 9:00 a.m. could be beneficial.

The Board discussed the timing of the change and agreed to begin the 9:00 a.m. start times as of January 1, 2020. President MacKenzie suggested highlighting the change at the appropriate time on the District's website. It was noted that the Board meeting schedule for 2020 was planned to be presented for the Board's consideration at the next Board meeting on October 16, 2019; the Board requested that the 2020 Board meeting schedule be prepared to reflect the new 9:00 a.m. start time.

19-10-106	<i>Upon motion by Director Miller, seconded by Director Vásquez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors revised Section 1.4.1 of the District's Rules and Regulations, to change the Board meeting start times from 8:30 a.m. to 9:00 a.m., effective January 1, 2020.</i>
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**10. MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY**

See staff report attached hereto.

Director Miller reported that the search for a new Water Authority General Manager is continuing with interviews scheduled for the following week. He stated that the hiring process is on track to be completed in November 2019.

Director Miller provided an update regarding the potential de-annexation of Fallbrook Public Utilities District and Rainbow Municipal Water District from the Water Authority. He noted that since most of the financial impacts are in San Diego County, most of the proceedings will be handled by the San Diego Local Agency Formation Commission rather than Riverside LAFCO.

Mr. Hodgkiss reported that he received an email update from Sandy Kerl, Acting General Manager of the Water Authority, regarding the Pipeline 4 emergency shutdown and repairs. In the email, Ms. Kerl indicated that the carbon fiber repair design was complete and the contractor was mobilizing to begin work on the repair. The repair work is estimated to take three to four weeks to complete; once complete, another shut down will be scheduled to remove the bulkheads and put Pipeline 4 back into service.

**11. MEETINGS AND EVENTS**

See staff report attached hereto.

**DRAFT MINUTES**

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

Directors Miller and Sanchez stated that they plan to arrive at the Fall Association of California Water Agencies (ACWA) Conference in San Diego on Tuesday, December 3.

Director Dorey reported on his attendance at the Groundwater Resources Association 2<sup>nd</sup> Annual Western Groundwater Congress in Sacramento where the keynote speaker Melissa Marshall made a presentation on practical approaches for transforming technical presentations. He stated that this conference provides valuable information about evolving industry priorities and emerging strategies for the challenges facing agencies with groundwater resources.

Director Sanchez reported on his attendance at the California Special Districts Association Conference (CSDA) the previous week in Anaheim where he attended interesting and informative sessions on website compliance, financing new projects, manager and board relations, and general manager performance evaluations. He added that he found the legislative roundtable session to be well done and enlightening.

President MacKenzie reported on her attendance at the CSDA Conference where she too attended the session regarding website compliance. The Board had a brief discussion regarding website compliance related to the Americans with Disabilities Act as well as website analytics. Mr. Hodgkiss clarified that the District uses Google Analytics for this purpose; the analytics report shows that most of the traffic on District's website is related people seeking employment at the District and customers paying their water bills online.

President MacKenzie reported on her attendance at the CSDA Board of Directors Annual meeting, which included of a review of CSDA's finances. It was reported in the meeting that CSDA memberships are up to 1,200 members, and this year's conference had the largest attendance ever. She reported on her attendance at a Special District Leadership Foundation (SDLF) Board of Directors meeting which included a review of the SDLF finances. She also reported on her attendance at a meeting of the CSDA Finance Corporation Board of Directors where she was re-elected as President, and there was a discussion regarding financings and interest rates.

Director Vásquez and President MacKenzie both requested to attend the Association of California Water Agencies (ACWA) Region 9 Program on October 10, 2019 in Rancho Cucamonga.

19-10-107	<b><i>Upon motion by Director Miller, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized Director Vásquez and President MacKenzie to attend the ACWA Region 9 Program on October 10, 2019 in Rancho Cucamonga.</i></b>
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**12. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES**

See staff report attached hereto.

President MacKenzie requested a press release regarding the District of Distinction, Platinum Level accreditation received by the District at the CSDA Conference the previous week.

**DRAFT MINUTES**

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President MacKenzie requested that the next Treasurer's Report be placed on the regular agenda for discussion (not the consent calendar). She asked that the report include information regarding the District's cash flow, including a listing of capital projects and their associated costs.

Mr. Hodgkiss stated that the first three items listed in the staff report, 2020 Board meeting dates, Fees and charges other than water rates, and Triennial Public Health Goal report, would all be on the October 16, 2019 Board agenda. He noted that the "Fees and charges other than water rates" and "Triennial Public Health Goal report" items would both be public hearings.

**13. COMMENTS BY DIRECTORS**

Director Vásquez stated that he recently spent time in Northern Arizona and was pleased to see signs along the highway promoting water conservation.

**14. COMMENTS BY GENERAL MANAGER**

None were presented.

**15. ADJOURNMENT**

There being no further business to come before the Board, at 10:00 a.m. President MacKenzie adjourned the meeting to October 16, 2019 at 8:30 a.m.

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Jo MacKenzie, President

ATTEST:

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



# Cash Disbursement Report

Payment Dates 09/19/2019 - 10/02/2019

Payment Number	Payment Date	Vendor	Description	Amount
62720	09/25/2019	Refund Check 62720	Customer Refund	336.90
62721	09/25/2019	AT&T	3680/CALNET3 08/13/19-09/12/19	386.04
62722	09/25/2019	Basic pacific	Flexible Spending Service/Cobra 09/2019	257.40
62723	09/25/2019	Boot Barn Inc	Footwear Program	115.00
62724	09/25/2019	City of Vista	S Santa Fe Phase II - Reimburse for Construction 7/19	80,617.00
62725	09/25/2019	CleanCapital HCA Borrower LLC	Solar Use 08/2019	7,581.56
62726	09/25/2019	Craneworks Southwest Inc	Water Hose Parts	47.08
62727	09/25/2019	Direct Energy	Electric 08/2019 - VID	(0.01)
	09/25/2019		Electric 08/2019 - Henshaw Buildings & Grounds	(0.22)
	09/25/2019		Electric 08/2019 - Henshaw Well Field	(0.53)
	09/25/2019		Electric 08/2019 - T & D / Cathodic Protection	11.31
	09/25/2019		Electric 08/2019 - Reservoirs	2.20
	09/25/2019		Electric 08/2019 - Pump Stations	7,884.32
	09/25/2019		Electric 08/2019 - Treatment Plants	4.82
62728	09/25/2019	Endicott Comm., Inc - CV	Answering Service	326.32
62729	09/25/2019	Ferguson Waterworks	Fire Hydrant Bags (3)	122.72
62730	09/25/2019	D.H. Maintenance Services	Janitorial Service 09/2019	2,366.00
62731	09/25/2019	Gillingham Water Planning & Engineering Inc	Water Supply Planning Study 08/2019	23,695.53
62732	09/25/2019	Glennie's Office Products Inc	Office Supplies	70.45
	09/25/2019		Office Supplies	23.27
62733	09/25/2019	Grainger	Primer Christy's Purple (6)	79.63
62734	09/25/2019	HDR	Corrosion Control Services	3,995.00
62735	09/25/2019	Hello Deli	Lunch 09/19/19 (5) - Interview Panel	58.43
62736	09/25/2019	HUB Construction Specialties	Air Filters (4)	140.17
62737	09/25/2019	Iron Mountain Records Management	Offsite Data Storage 08/2019	316.68
62738	09/25/2019	Johnson Controls Fire Protection LP	Quarterly Fire Sprinkler Maintenance	1,124.00
62739	09/25/2019	Ken Grody Ford Carlsbad	Mass Air Flow Sensor - Truck 61	185.36
	09/25/2019		Door Check Assembly - Truck 61	58.45
62740	09/25/2019	Lawnmowers Plus Inc	Sharpen Chainsaw Chains	19.50
62741	09/25/2019	Lightning Messenger Express	Messenger Service 09/13/19	52.50
62742	09/25/2019	Major League Pest	Bee Removal (19)	1,615.00
62743	09/25/2019	Mallory Safety and Supply, LLC	Nemesis Shaded Safety Glasses (12)	52.61
62744	09/25/2019	NAPA Auto Parts	Hand Soap	16.23
	09/25/2019		Tail Lamp - Truck 61	17.30
62745	09/25/2019	North County Auto Parts	Filters, Shop Chemicals	78.96
	09/25/2019		Filter - Truck 10	14.07
	09/25/2019		Filters (2) - Truck 61	17.76

Payment Number	Payment Date	Vendor	Description	Amount
62746	09/25/2019	Pacific Pipeline Supply	Fire Hydrant 6x4x2.5 (4)	9,313.83
62747	09/25/2019	PRII/SLR Vista Apartments	Refund Amended SDCWA Capacity Fees	10,826.00
	09/25/2019		Refund Amended VID Capacity Fees	7,624.00
62748	09/25/2019	RouseSign and Graphics Inc	Temporary Stickers for Public Notification	108.25
62749	09/25/2019	San Diego Gas & Electric	Electric 09/2019 - Dam House	272.22
	09/25/2019		Electric 08/2019 - Cathodic Protection & T&D	238.08
	09/25/2019		Electric 08/2019 - Reservoirs	125.70
	09/25/2019		Electric 08/2019 - Pump Stations	10,432.63
	09/25/2019		Electric 08/2019 - Plants	124.84
62750	09/25/2019	SiteOne Landscape Supply, LLC	PVC Fittings	26.29
	09/25/2019		Bladder Tank Replacement Parts	51.56
62751	09/25/2019	Steve Marsella	Temporary Use of Property	673.33
62752	09/25/2019	Sunbelt Rentals	Concrete	208.78
62753	09/25/2019	The UPS Store 0971	Shipping 08/2019	57.30
62754	09/25/2019	TS Industrial Supply	Pressure Washer Parts	260.21
	09/25/2019		Safety Gas Cans (2)	224.39
62755	09/25/2019	Underground Service Alert of Southern California	Dig Safe Board Fees 08/2019	210.00
	09/25/2019		DigAlert Tickets 08/2019 (293)	493.45
62756	09/25/2019	UniFirst Corporation	Uniform Service	328.23
62757	09/25/2019	Verizon Wireless	Air Cards 08/13/19 - 09/12/19	76.02
62758	09/25/2019	VG Donuts & Bakery Inc	Board Meeting 9/18/19	34.75
62759	09/25/2019	WM LampTracker Inc	Fluorescent Lamp Removal	109.00
62760	10/02/2019	Refund Check 62760	Customer Refund	2,049.40
62761	10/02/2019	Refund Check 62761	Customer Refund	1,168.00
62762	10/02/2019	Refund Check 62762	Customer Refund	2,214.54
62763	10/02/2019	Alignment Plus	Alignment, Suspension Service - Truck 61	863.74
62764	10/02/2019	Amazon Capital Services	Reverse Camera - Truck 65	20.98
	10/02/2019		Weed Trimmer Vise Mount	186.35
	10/02/2019		Clock Repair Kit	7.75
62765	10/02/2019	Aquajet Art	Waterjet Steel Parts	506.43
62766	10/02/2019	AT&T	VoIP Services	431.50
62767	10/02/2019		0230/CALNET3 8/13 -9/12/19 - Teleconference	6.23
	10/02/2019		Data Services	698.93
62768	10/02/2019	BAVCO	PLC Backflow	706.85
62769	10/02/2019	Cecilia's Safety Service Inc	Traffic Control - Via Maria	665.00
	10/02/2019		Traffic Control - Alta Vista Dr/Cypress Ave	7,457.50
62770	10/02/2019	Citi Cards	Tablet - Locating Truck	171.59
	10/02/2019		Work Related/Training Travel	153.44
	10/02/2019		Work Related/Training Travel	150.47
	10/02/2019		Water Wall & Pumping Tech Workshop	225.00
	10/02/2019		Water Wall & Pumping Tech Workshop	225.00
	10/02/2019		AWWA Fall Conference - Wolinski	465.00

Payment Number	Payment Date	Vendor	Description	Amount
	10/02/2019		CVU101-201 Class	325.00
	10/02/2019		CSDA Annual Conference - R Whitmann	211.68
	10/02/2019		Elcometers (2)	938.91
	10/02/2019		Kitchen & Building Supplies	857.08
	10/02/2019		Kitchen & Building Supplies	1,255.58
	10/02/2019		Flex Mounts for Tablets (8)	481.07
	10/02/2019		GFI FaxMaker Online Service	12.75
	10/02/2019		Essential Communication for Special District Training	25.00
	10/02/2019		Employment Advertising - Systems Operator II	200.00
	10/02/2019		Employment Advertising - Facilities Locator	100.00
	10/02/2019		Refreshments for Training	222.23
	10/02/2019		CSDA Annual Conference - P Sanchez	211.68
	10/02/2019		CSDA Annual Conference - J MacKenzie	211.68
	10/02/2019		CSDA Annual Conference - B Hodgkiss	211.68
	10/02/2019		CSDA Annual Conference - L Soto	211.68
	10/02/2019		CSDA 2019 Board Secretary/Clerk Conference	405.66
	10/02/2019		CSDA 2019 Board Secretary/Clerk Conference	127.00
	10/02/2019		CSDA 2019 Board Secretary/Clerk Conference	108.30
62771	10/02/2019	City Of Escondido	Escondido Water Treatment Plant 07/2019 & 08/2019	366,666.00
62772	10/02/2019	Coastal Chlorination & Backflow	Chlorination - Gecko Rd	360.00
62773	10/02/2019	Core & Main	Fire Hydrant Wharf Head 4x2.5 (1)	737.18
	10/02/2019		Ell 8" DI POxFL 22.5 Degree (2)	298.38
	10/02/2019		Flange 10" SOW (2)	160.21
	10/02/2019		Gasket 1.5" Meter Flg HP Drop In (15)	169.36
	10/02/2019		Ell 2" 90 Degree Brass (12)	216.80
	10/02/2019		Fire Hydrant Spool 6x24 DI (2)	290.11
	10/02/2019		Ball Valve .75" FIP x FIP with handle PSI 300 (5)	425.21
	10/02/2019		Tubing 1" Copper Soft 60' (120)	513.11
	10/02/2019		Adapter 2" Copper x MIP (12)	158.22
	10/02/2019		Coupling 6" Macro (2)	671.15
	10/02/2019		Pipe 1.5" PVC Schedule 40 (80)	56.29
	10/02/2019		Air Vent 1" ARI Combination Valve (6)	1,208.07
	10/02/2019		Ball Meter Valve .75" Lockwing FIPxSwivel Mtr Nut (20)	1,325.41
	10/02/2019		Gate Valve 12" POxFL R/W (1)	1,769.89
	10/02/2019		Corp Stop 1" MIP X Flare (30)	1,821.20
	10/02/2019		Gate Valve 6" FL R/W (5)	3,198.78
	10/02/2019		Ball Valve .75" FIP x FIP with handle PSI 150 (5)	55.64
	10/02/2019		Gate Valve 12" FL (1)	678.73
	10/02/2019		Coupling 2" Brass (7)	108.96
	10/02/2019		Tracer Lids (12)	211.61
	10/02/2019		Macro Coupling (1)	(512.57)
62774	10/02/2019	County of San Diego	Permits 08/2019	5,814.90

Payment Number	Payment Date	Vendor	Description	Amount
62775	10/02/2019	DIRECTV	Direct TV Service	94.99
62776	10/02/2019	Dudek	E Reservoir & Pump Station Planning/Design 07/2019	13,033.02
62777	10/02/2019	Electrical Sales Inc	LED Light Bulbs	579.75
62778	10/02/2019	Ferguson Waterworks	Lid 8" Slotted Valve (VID) (90)	2,240.78
	10/02/2019		Lid 8" Slotted Valve (VID) (30)	746.93
	10/02/2019		Lid 8" Slotted Valve (VID) (100)	2,489.75
	10/02/2019		Service Saddle 4x1 Brass AC (3)	262.07
	10/02/2019		1" Gasket 1/8" Thick (200)	86.60
	10/02/2019		Pipe Thread Sealant (Rector Seal) (5)	74.15
	10/02/2019		Adapter F/H 2.5 FHT x 2" IPT (2)	33.34
	10/02/2019		Calder Coupling 8" Clay (2)	32.04
	10/02/2019		Calder Coupling 6" Clay (2)	20.78
	10/02/2019		Weld Coupling Black 2" thick (2)	17.10
	10/02/2019		Cap 2" PVC Slip SCH 40 (5)	3.79
	10/02/2019		Bushing .75" x 5" PVC SxS Sch 40 (3)	0.97
	10/02/2019		Nipple 1" x 4: Brass (5)	22.73
	10/02/2019		Nut Bolt Gasket Kit 6"-8" (6" gasket) 3/4 x 3 1/4 (40)	402.69
	10/02/2019		Sleeve 8"x12" Galvanized Top Sections (65)	738.81
	10/02/2019		Fire Hydrant Spool 6x18 DI (4)	476.30
62779	10/02/2019	Coast Fitness Repair Shop	Maintenance of Fitness Equipment	200.00
62780	10/02/2019	Glennie's Office Products Inc	Office Supplies	33.02
	10/02/2019		Office Supplies	6.44
62781	10/02/2019	Hawthorne Machinery Co	Filters (2) - L6	56.49
	10/02/2019		Cabin Air Filters (2) - L6	112.77
	10/02/2019		Bucket Teeth, Retainer Pins, Bushings	217.78
62782	10/02/2019	Joe's Paving	Patch Paving - Western Circle	5,013.50
	10/02/2019		Patch Paving - Welpot & Townsite Dr	12,332.15
62783	10/02/2019	Larry Lovin	Reimburse for Damage to Private Line	1,376.29
62784	10/02/2019	Moodys	Dump Fees (3)	600.00
62785	10/02/2019	Mutual of Omaha	LTD/STD/Life Insurance 10/2019	7,004.67
62786	10/02/2019	NAPA Auto Parts	Filters (2) - L6	66.87
	10/02/2019		Cabin Air Filters (2) - L6	48.99
62787	10/02/2019	North County Auto Parts	Filters, Chemicals, Fuses, Clamps	255.05
	10/02/2019		Fuse	3.89
62788	10/02/2019	North County Industrial Park	Association Fees 10/2019 - Engineer St	879.30
62789	10/02/2019	North County Rebuilders	Starter - Truck 1	215.42
62790	10/02/2019	O'Reilly Auto Parts	Lift Adapters	(454.64)
	10/02/2019		Batteries (8) - Warehouse Golf Cart	1,064.52
	10/02/2019		Battery Core	(176.00)
62791	10/02/2019	Pacific Pipeline Supply	Fire Hydrant 6" Break Off Spool (4)	948.27
62792	10/02/2019	PaperDirect Inc	Conservation Awards Certificate Tickets	71.41
62793	10/02/2019	Parkhouse Tire Inc	Tire (2) - B23	714.65



Payment Number	Payment Date	Vendor	Description	Amount
62794	10/02/2019	Randy Whitmann	CSDA Conference 09/2019 - R Whitmann	138.51
	10/02/2019		CSDA Conference 09/2019 - P Sanchez	53.94
	10/02/2019		CSDA Conference 09/2019 - J MacKenzie	53.94
	10/02/2019		CSDA Conference 09/2019	49.44
62795	10/02/2019	San Diego Gas & Electric	Electric 09/2019 - Henshaw Buildings & Grounds	752.50
	10/02/2019		Electric 09/2019 - Henshaw Wellfield	11,184.32
	10/02/2019		Electric 09/2019 - Warner Ranch House	53.67
62796	10/02/2019	Southern Counties Lubricants, LLC	15W40 Bulk Oil for Garage Dispenser	1,022.15
62797	10/02/2019	Sunrise Materials Inc	Concrete Accelerator	48.71
	10/02/2019		Gravel	34.64
	10/02/2019		Pallets	(32.48)
62798	10/02/2019	TS Industrial Supply	Digging Bar Light Duty (2)	76.21
	10/02/2019		Stop/Slow 18" Hi Intensity (3)	159.13
	10/02/2019		Wire Wheel 4" (9)	151.01
	10/02/2019		Drill 3/8" PD Pilot for PVC (1)	24.75
	10/02/2019		Steel Brushes, Jumper Air Hose, Retainer Straps	86.35
	10/02/2019		Wood Wedges (90)	104.33
	10/02/2019		Safety Hooks (5)	37.89
62799	10/02/2019	UniFirst Corporation	Uniform Service	388.83
62800	10/02/2019	Weseloh Chevrolet	Key Fob Remote - Car 12	68.49
62801	10/02/2019	WorkPartners OHS	Work Status Update	202.23
<b>Grand Total:</b>				<b>651,006.98</b>



**FISCAL POLICY  
COMMITTEE REPORT**

**Agenda Item: 7**

**Board Meeting Date: October 16, 2019  
Prepared By: Dirs. MacKenzie & Vásquez**

**SUBJECT:** FEES AND CHARGES OTHER THAN WATER RATES

**RECOMMENDATION:**

1. Conduct a public hearing for the purpose of receiving comments on revisions to Vista Irrigation District fees and charges other than water rates.
2. Consider adopting Resolution No. 19-XX revising the Rules and Regulations of Vista Irrigation District relative to fees and charges other than water rates.

**PRIOR BOARD ACTION:** On October 10, 2018, the Board conducted a public hearing to receive comments on revisions to the District's Rules and Regulations relative to fees and charges other than water rates. 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.

**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. The proposed fees reflect the estimated cost of providing services in calendar year 2020.

The Notice of Public Hearing was duly published in a newspaper of general circulation in the District's service area.

**ATTACHMENTS:**

- Notice of Public Hearing
- 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*  
David B. Cosgrove  
*General Counsel*

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Vista Irrigation District will hold a public hearing in the meeting room of the District, 1391 Engineer Street, Vista, California, on Wednesday, October 16, 2019, at 8:30 a.m. to consider revising the Rules and Regulations of the District relating to fees and charges other than water rates.

Vista Irrigation District will receive and consider all evidence, oral testimony and written reports submitted or presented at said public hearing relative to this matter.

All interested parties are invited to attend said public hearing to express opinions and/or present evidence relative to this matter.

Further information may be obtained at the District Secretary's office by telephoning (760) 597- 3128, between 8:00 a.m. and 5:00 p.m., Monday through Friday.

A handwritten signature in blue ink, appearing to read "Lisa R. Soto", is written over a horizontal line.

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

# Vista Irrigation District

## PROPOSED FEE SUMMARY

### Effective: January 1, 2020

	Current Fee	Proposed Fee	\$ Change	% Change
<b>Construction Fees:</b>				
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	
<b>Engineering Fees:</b>					
Hydraulic Analysis with Schematic Layout Statement of Cost	\$ 579	\$ 782	\$ 203	35.1%	
Update Statement of Cost	393	470	77	19.6%	
Specifications Book Cost	207	209	2	1.0%	
Plan Check (per Sheet)	69	70	1	1.4%	
As-Built Deposit (per Sheet)	475	483	8	1.7%	
Refundable Amount (per Sheet)	462	466	4	0.9%	
Construction Contract	462	466	4	0.9%	
Water Availability Letter	1,709	1,757	48	2.8%	
Water Availability Letter Update	255	292	37	14.5%	
Private Ownership Agreement	135	136	1	0.7%	
Grant of Right of Way (to Public)	812	818	6	0.7%	
Quitclaim/Cancellation of Recorded Documents	568	573	5	0.9%	
Fire Flow Analysis (Only)	627	695	68	10.8%	
Annexation Fee (per Acre)	217	229	12	5.5%	
Annexation/Administration - VID Not Conducting Agency	6,613	6,802	189	2.9%	
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>
<b><u>Customer Service Fees:</u></b>				
Late Penalty	\$ 13	\$ 15	\$ 2	15.4%
Delinquent Door Hanger	54	65	11	20.4%
Delinquent Lock	144	148	4	2.8%
Delinquent 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%
<b><u>Water Conservation Fees:</u></b>				
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%
1 1/2" and 2" Flow Restrictor Installation & Removal	551	554	3	0.5%

\*Hardship: 200% below the Federal Poverty Line

## 4.4 RATES, SERVICE CHARGES AND FEES

Adoption Date:	<del>October 10, 2018</del>
Action:	Approved by the VID Board of Directors, Minute Order No. <del>18-10-95</del> ; Resolution <del>18-30</del>

### 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 *(Revised 11-1-17; Resolution 17-40)*

#### 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 October 18, 2022. 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: 2018, 2019, 2020, 2021, and 2022.

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"	0-7	8-42	43+
3/4"	0-10	11-60	61+
1"	0-25	26-150	151+
1 1/2"	0-50	51-300	301+
2"	0-80	81-480	481+
3"	0-160	161-960	961+
4"	0-250	251-1,500	1,501+
6"	0-500	501-3,000	3,001+
8"	0-800	801-4,800	4,801+
10"	0-1,150	1,151-6,900	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	\$ 4.24
Tier 2	4.78
Tier 3**	4.78



Agricultural Water Programs

<u>Program</u>	<u>Rate Per Unit*</u>
SAWR	\$ 3.71
Domestic usage	4.56

\* 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"	\$31.06
3/4" or 3/4" x 1"	40.97
1"	60.54
1 1/2"	109.89
2"	168.89
3"	326.30
4"	503.27
6"	1,191.88
8"	1,585.55
10"	2,372.57

F. San Diego County Water Authority (CWA) Fee

<u>Meter Size</u>	<u>Monthly Charge</u>
5/8"	\$3.01
3/4" or 3/4" x 1"	3.01
1"	4.83
1 1/2"	9.03
2"	15.66
3"	28.91
4"	49.37
6"	90.30
8"	156.52
10"	234.78

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 Nos. 10-43 and 12-35 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 \$ ~~413.00~~ 417.00 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 \$ ~~618.00~~ 1,024.00 deposit, of which \$~~241.00~~ 580.00 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 \$ ~~645.00~~ 1,045.00 deposit, of which \$~~264.00~~ 598.00 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 \$ ~~3,934.00~~ 4,018.00 deposit shall be required on all construction meters with backflow device, \$ ~~2,714.00~~ 2,772.00 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 \$ ~~155.00~~ 167.00 per move. The charge for an unauthorized construction meter and backflow device move shall be \$ ~~319.00~~ 322.00. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost \$ ~~186.00~~ 198.00. 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 \$ ~~8,985.00~~ 8,874.00 deposit shall be required on a Subdivision Construction Meter. \$ ~~2,060.00~~ 2,042.00 of that deposit is retained for

administration and testing for a net refundable deposit of \$ ~~6,925.00~~  
6,832.00 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)	
VID is Conducting Agency for Reorganization	\$ <del>2,234.00</del> <u>2,262.00</u>
VID is Conducting Agency	\$ <del>2,234.00</del> <u>2,262.00</u>
VID is Not Conducting Agency	\$ <del>2,234.00</del> <u>2,262.00</u>
Construction Contract (Preparation Fee)	\$ <del>1,709.00</del> <u>1,757.00</u>
Detachments (Administrative Fee)	
VID is Conducting Agency	\$ <del>2,234.00</del> <u>2,262.00</u>
VID is Not Conducting Agency	\$ <del>2,234.00</del> <u>2,262.00</u>
Grant of Right of Way (Document)	\$ <del>568.00</del> <u>573.00</u>
Private Ownership Agreement (Document)	\$ <del>812.00</del> <u>818.00</u>
Quitclaim/Cancellation of Recorded Documents	\$ <del>627.00</del> <u>695.00</u>
Water Availability Letter Update	\$ <del>135.00</del> <u>136.00</u>
Water Availability Letter	\$ <del>255.00</del> <u>292.00</u>

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

A. Annexation Fees (See Sec. 3.1)

\$ ~~6,613.00~~ 6,802.00 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 \$ ~~248.00~~ 250.00. 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 \$ ~~6,477.00~~ 6,763.00, plus an additional charge of \$ ~~61.00~~ 64.00 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 \$ ~~7,104.00~~ 7,457.00 plus an additional charge of \$ ~~61.00~~ 64.00 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 \$ ~~5,484.0~~ 5,837.00 plus an additional charge of \$ ~~61.00~~ 64.00 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 \$ ~~579.00~~ 782.00.

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 \$ ~~393.00~~ 470.00. 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 \$ ~~207.00~~ 209.00.

D. Fire Flow Analysis

The cost for providing fire flow analysis only will be \$ ~~217.00~~ 229.00.

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 \$ ~~475.00~~ 483.00 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 \$ ~~462.00~~ 466.00 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 \$ ~~599.00~~ 635.00.

H. RPDA Inspection

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

RPDA inspection	\$ <del>537.00</del> <u>573.00</u>
RPDA and lateral inspection without shutdown	\$ <del>1,281.00</del> <u>1,323.00</u>
RPDA and lateral inspection with shutdown	\$ <del>2,149.00</del> <u>2,198.00</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	\$ <del>13,429.00</del> <u>17,071.00</u>
Upgrade	\$ <del>6,200.00</del> <u>6,011.00</u>

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

Fire Hydrant inspection	\$ <del>909.00</del> <u>938.00</u>
Fire Hydrant and lateral inspection without shutdown	\$ <del>1,653.00</del> <u>1,688.00</u>
Fire Hydrant and lateral inspection with shutdown	\$ <del>2,025.00</del> <u>2,063.00</u>

4.4.11 Fire Service

4" Fire Service Connection	\$ <del>8,754.00</del> <u>12,120.00</u>
6" Fire Service Connection	\$ <del>9,228.00</del> <u>12,634.00</u>
8" Fire Service Connection	\$ <del>10,168.00</del> <u>13,576.00</u>
10" Fire Service Connection	\$ <del>11,609.00</del> <u>15,198.00</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 \$ 4,093.00 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

<sup>5</sup> / <sub>8</sub> " Hook-on Meter	\$ <del>665.00</del> <u>683.00</u>
Service Outlet	\$ <del>4,009.00</del> <u>4,871.00</u>
Full Installation	\$ <del>4,674.00</del> <u>5,554.00</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>663.00</del> <u>680.00</u>
Service Outlet	\$ <del>4,009.00</del> <u>4,871.00</u>
Full Installation	\$ <del>4,672.00</del> <u>5,551.00</u>
1" Hook-on Meter	\$ <del>753.00</del> <u>767.00</u>
Service Outlet	\$ <del>4,009.00</del> <u>4,871.00</u>
Full Installation	\$ <del>4,762.00</del> <u>5,638.00</u>
1 1/2" Hook-on Meter	\$ <del>1,799.00</del> <u>1,896.00</u>
Service Outlet	\$ <del>5,231.00</del> <u>5,859.00</u>
Full Installation	\$ <del>7,030.00</del> <u>7,755.00</u>
2" Hook-on Meter	\$ <del>1,585.00</del> <u>1,653.00</u>
Service Outlet	\$ <del>5,231.00</del> <u>5,859.00</u>
Full Installation	\$ <del>6,816.00</del> <u>7,512.00</u>
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"	\$ <del>589.00</del> <u>521.00</u>
Meter downsize from 1"	\$ <del>589.00</del> <u>521.00</u>
Meter downsize from 1 1/2"	\$ <del>979.00</del> <u>944.00</u>
Meter downsize from 2"	\$ <del>1,171.00</del> <u>1,190.00</u>

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 \$ ~~259.00~~ 261.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be \$ ~~1,690.00~~ 1,958.00.

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 \$ ~~1,995.00~~ 1,972.00.

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% ~~contractual~~ 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 \$ ~~13.00~~ 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 \$ ~~54.00~~ 65.00. Returned check charge will be \$ ~~36.00~~ 37.00.

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 \$ ~~85.00~~ 89.00.

Services that are locked for non-payment of water bills will be charged an additional \$ ~~144.00~~ 148.00; customers who qualify for the Delinquent Lock Hardship fee will be charged \$ 50.00. To unlock a meter after hours, there will be a charge of \$ 166.00; customers who qualify for the After-hours Unlock Hardship fee will be charged \$ 150.00.

Broken District locks shall be billed at the rate of \$ ~~164.00~~ 166.00 per lock. If a meter is pulled for delinquency, there will be a minimum charge of \$ ~~164.00~~ 166.00.

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

5/8" damaged curb stop:	<del>\$797.00</del> <u>802.00</u>
3/4" damaged curb stop:	<del>\$797.00</del> <u>802.00</u>
1" damaged curb stop:	<del>\$834.00</del> <u>847.00</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 \$ ~~62.00~~ 63.00 and subsequently unlocked for an additional \$ ~~62.00~~ 63.00. To lock or unlock a meter after hours, there will be a charge of \$ ~~164.00~~ 166.00.

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 \$ ~~69.00~~ 70.00. 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"	\$ <del>3,812.00</del> <u>4,166.00</u>
3/4"	\$ <del>5,718.00</del> <u>6,249.00</u>

1"	\$	<del>9,530.00</del> <u>10,415.00</u>
1 1/2"	\$	<del>19,060.00</del> <u>20,830.00</u>
2"	\$	<del>30,495.00</del> <u>33,327.00</u>
3"	\$	<del>60,991.00</del> <u>66,654.00</u>
4"	\$	<del>95,298.00</del> <u>104,148.00</u>
6"	\$	<del>190,596.00</del> <u>208,295.00</u>
8"	\$	<del>304,953.00</del> <u>333,272.00</u>
10"	\$	<del>438,371.00</del> <u>479,079.00</u>
12"	\$	<del>819,562.00</del> <u>895,670.00</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	\$	<del>218.00</del> <u>220.00</u>
Third water citation within 12 months	\$	<del>450.00</del> <u>456.00</u>
In addition, a flow restrictor may be installed for up to five days.		
Four or more water citations within 12 months	\$	<del>682.00</del> <u>692.00</u>
In addition, a flow restrictor may be installed or service may be discontinued.		
1" and smaller flow restrictor installation & removal	\$	<del>290.00</del> <u>292.00</u>
1 1/2" and 2" flow restrictor installation & removal	\$	<del>551.00</del> <u>554.00</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 \$ ~~2,624.00~~ 2,665.00.

RESOLUTION NO. 19-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, the fees adopted in the Resolution supersede any previous fees adopted, 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,

WHEREAS, on October 16, 2019, the Board of Directors of the Vista Irrigation District conducted a noticed public hearing on the proposed changes to certain fees and charges other than water rates, and considered the evidence and testimony presented at the public hearing, 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 changed, the proposed fee or charge does not exceed the reasonable cost of providing the service for which the fee is charged.

NOW, THEREFORE, BE IT RESOLVED, that 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 *(Revised 11-1-17; Resolution 17-40)*

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 October 18, 2022. 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: 2018, 2019, 2020, 2021, and 2022.

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"	0-7	8-42	43+
3/4"	0-10	11-60	61+
1"	0-25	26-150	151+
1 1/2"	0-50	51-300	301+
2"	0-80	81-480	481+
3"	0-160	161-960	961+
4"	0-250	251-1,500	1,501+
6"	0-500	501-3,000	3,001+
8"	0-800	801-4,800	4,801+
10"	0-1,150	1,151-6,900	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	\$ 4.24
Tier 2	4.78
Tier 3**	4.78

Agricultural Water Programs

<u>Program</u>	<u>Rate Per Unit*</u>
SAWR	\$ 3.71
Domestic usage	4.56

\* 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>
$\frac{5}{8}$ "	\$31.06
$\frac{3}{4}$ " or $\frac{3}{4}$ " x 1"	40.97
1"	60.54
1½"	109.89
2"	168.89
3"	326.30
4"	503.27
6"	1,191.88
8"	1,585.55
10"	2,372.57

F. San Diego County Water Authority (CWA) Fee

<u>Meter Size</u>	<u>Monthly Charge</u>
$\frac{5}{8}$ "	\$3.01
$\frac{3}{4}$ " or $\frac{3}{4}$ " x 1"	3.01
1"	4.83
1½"	9.03
2"	15.66
3"	28.91
4"	49.37
6"	90.30
8"	156.52
10"	234.78

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 Nos. 10-43 and 12-35 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 \$ 417.00 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 \$ 1,024.00 deposit, of which \$ 580.00 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 \$ 1,045.00 deposit, of which \$ 598.00 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 \$ 4,018.00 deposit shall be required on all construction meters with backflow device, \$ 2,772.00 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 \$ 167.00 per move. The charge for an unauthorized construction meter and backflow device move shall be \$322.00. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost \$ 198.00. 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 \$ 8,874.00 deposit shall be required on a Subdivision Construction Meter. \$ 2,042.00 of that deposit is retained for administration and testing for a net refundable deposit of \$ 6,832.00 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)	
VID is Conducting Agency for Reorganization	\$ 2,262.00
VID is Conducting Agency	\$ 2,262.00
VID is Not Conducting Agency	\$ 2,262.00
Construction Contract (Preparation Fee)	\$ 1,757.00
Detachments (Administrative Fee)	
VID is Conducting Agency	\$ 2,262.00
VID is Not Conducting Agency	\$ 2,262.00
Grant of Right of Way (Document)	\$ 573.00
Private Ownership Agreement (Document)	\$ 818.00
Quitclaim/Cancellation of Recorded Documents	\$ 695.00
Water Availability Letter Update	\$ 136.00
Water Availability Letter	\$ 292.00

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

A. Annexation Fees (See Sec. 3.1)

\$ 6,802.00 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 \$ 250.00. 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 \$ 6,763.00, plus an additional charge of \$ 64.00 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 \$ 7,457.00 plus an additional charge of \$ 64.00 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 \$ 5,837.00 plus an additional charge of \$ 64.00 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 \$ 782.00.

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 \$ 470.00. 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 \$ 209.00.

D. Fire Flow Analysis

The cost for providing fire flow analysis only will be \$ 229.00.

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 \$ 483.00 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 \$ 466.00 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 \$ 635.00.

H. RPDA Inspection

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

RPDA inspection	\$ 573.00
RPDA and lateral inspection without shutdown	\$ 1,323.00
RPDA and lateral inspection with shutdown	\$ 2,198.00

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	\$ 17,071.00
Upgrade	\$ 6,011.00

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

Fire Hydrant inspection	\$ 938.00
Fire Hydrant and lateral inspection without shutdown	\$ 1,688.00
Fire Hydrant and lateral inspection with shutdown	\$ 2,063.00

4.4.11 Fire Service

4" Fire Service Connection	\$ 12,120.00
6" Fire Service Connection	\$ 12,634.00
8" Fire Service Connection	\$ 13,576.00
10" Fire Service Connection	\$ 15,198.00

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 \$ 4,093.00 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

<sup>5</sup> / <sub>8</sub> " Hook-on Meter	\$ 683.00
Service Outlet	\$ 4,871.00
Full Installation	\$ 5,554.00

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)*

<sup>3</sup> / <sub>4</sub> " Hook-on Meter	\$ 680.00
Service Outlet	\$ 4,871.00
Full Installation	\$ 5,551.00

1" Hook-on Meter	\$ 767.00
Service Outlet	\$ 4,871.00
Full Installation	\$ 5,638.00
1 1/2" Hook-on Meter	\$ 1,896.00
Service Outlet	\$ 5,859.00
Full Installation	\$ 7,755.00
2" Hook-on Meter	\$ 1,653.00
Service Outlet	\$ 5,859.00
Full Installation	\$ 7,512.00

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"	\$ 521.00
Meter downsize from 1"	\$ 521.00
Meter downsize from 1 1/2"	\$ 944.00
Meter downsize from 2"	\$ 1,190.00

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 \$ 261.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be \$ 1,958.00.

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 \$ 1,972.00.

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 \$ 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 \$ 65.00. Returned check charge will be \$ 37.00.

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 \$ 89.00.

Services that are locked for non-payment of water bills will be charged an additional \$ 148.00; customers who qualify for the Delinquent Lock Hardship fee will be charged \$ 50.00. To unlock a meter after hours, there will be a charge of \$ 166.00; customers who qualify for the After-hours Unlock Hardship fee will be charged \$ 150.00.

Broken District locks shall be billed at the rate of \$ 166.00 per lock. If a meter is pulled for delinquency, there will be a minimum charge of \$ 166.00.

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

5/8" damaged curb stop:	\$ 802.00
3/4" damaged curb stop:	\$ 802.00
1" damaged curb stop:	\$ 847.00

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 \$ 63.00 and subsequently unlocked for an additional \$ 63.00. To lock or unlock a meter after hours, there will be a charge of \$ 166.00.

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 \$70.00. 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”	\$ 4,166.00
3/4”	\$ 6,249.00
1”	\$ 10,415.00
1 1/2”	\$ 20,830.00
2”	\$ 33,327.00
3”	\$ 66,654.00
4”	\$ 104,148.00
6”	\$ 208,295.00
8”	\$ 333,272.00
10”	\$ 479,079.00
12”	\$ 895,670.00

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	\$ 220.00
Third water citation within 12 months	\$ 456.00
In addition, a flow restrictor may be installed for up to five days.	
Four or more water citations within 12 months	\$ 692.00
In addition, a flow restrictor may be installed or service may be discontinued.	
1” and smaller flow restrictor installation & removal	\$ 292.00
1½” and 2” flow restrictor installation & removal	\$ 554.00

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 \$ 2,665.00.

THE BOARD OF DIRECTORS HEREBY FINDS as follows:

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.

The foregoing findings are based upon the staff reports presented to the Board of Directors and its fiscal policy committee regarding these fees and charges, as well as the written fee analyses prepared by District staff, all of which are on file at the District offices and available for public review.



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.

Upon approval by the Board of Directors these fees and charges will be effective January 1, 2020.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 16<sup>th</sup> day of October 2019.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Jo MacKenzie, President

ATTEST:

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Lisa R. Soto, Secretary  
Board of Directors



**STAFF REPORT**

**Board Meeting Date:** October 16, 2019  
**Prepared By:** Frank Wolinski  
**Approved By:** Brett Hodgkiss

SUBJECT: 2019 TRIENNIAL PUBLIC HEALTH GOAL REPORT

RECOMMENDATION:

1. Conduct a public hearing for the purpose of receiving comments on Vista Irrigation District's 2019 Triennial Public Health Goal Report (2019 PHG Report); and
2. Accept the 2019 PHG Report.

PRIOR BOARD ACTION: The Board accepted Vista Irrigation District's 2016 Triennial Public Health Goal Report on August 17, 2016.

FISCAL IMPACT: None.

SUMMARY: Section 116470(b) of the California Health and Safety Code requires public water systems serving more than 10,000 service connections to prepare a brief written report triennially that informs the public when it detects one or more contaminants in drinking water that exceed the applicable Public Health Goal. Part (c) of the same code section requires that the public water system conduct a public hearing for the purpose of accepting and responding to public comment on the report.

DETAILED REPORT: Public Health Goals (PHGs) are non-enforceable goals established by the State of California (California Environmental Protection Agency, Office of Environmental Health and Hazard Assessment – OEHHA). The State deems PHGs as “concentrations of contaminants in drinking water that ... pose no significant health risk if consumed for a lifetime.” PHGs should be distinguished from the regulatory Maximum Contaminant Level (MCL), which is the enforceable maximum concentration of a contaminant in drinking water that the State considers safe for public health. For chemical contaminants with California MCLs, but no corresponding California PHG, the State requires that the federally established Maximum Contaminant Level Goal (MCLG) be used for the purpose of complying with the requirement of public notification. MCLGs are similar to PHGs in that they are strictly health-based standards that include a margin of safety. Unlike PHG's, however, the MCLGs for carcinogens are set at zero because the USEPA assumes there is no absolutely safe level of exposure to them. California PHGs for carcinogens are set at a level considered to pose no significant risk of cancer, usually one-in-a-million excess cancer risk over a lifetime.

The apparent purpose of the legislative requirement to prepare a PHG Report and present it at a public hearing is to give water system customers access to information on levels of contaminants even below the enforceable mandatory MCL. Information presented in the PHG Report includes, where available, the numerical public health risk, the category of health risk, the best treatment technology available to remove or reduce the constituent, and an estimate of the cost to install the treatment.

The District's 2019 PHG Report concludes that: “Vista Irrigation District's water quality meets all state and federal drinking water standards set to protect public health. ... [N]o action to incorporate new treatment technologies to reduce constituent levels to below PHG or MCLG levels is proposed.”

The notice of public hearing on October 16, 2019 at 8:30 AM to receive public comment relative to the Vista Irrigation District's 2019 PHG Report was duly posted and published in a newspaper of general circulation in the District's service area. A copy of the 2019 PHG Report was made available for public review at the District's office located at 1391 Engineer Street in Vista on October 7, 2019. The document was also made available for public review on the District's website.

ATTACHMENTS: Notice of Public Hearing  
2019 Triennial Public Health Goal Report



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**Board of Directors**

Jo MacKenzie, *President*  
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Marty Miller  
Patrick H. Sanchez  
Richard L. Vásquez

**Administrative Staff**

Brett L. Hodgkiss  
*General Manager*  
Lisa R. Soto  
*Board Secretary*  
David B. Cosgrove  
*General Counsel*

NOTICE OF PUBLIC HEARING

In accordance with State of California Health and Safety Code Section 116470 (c), notice is hereby given that the Vista Irrigation District will hold a public hearing for the purposes of receiving comments concerning Vista Irrigation District's "2019 Triennial Public Health Goal Report."

Copies of the report are available for public review at the following location:

Vista Irrigation District  
1391 Engineer Street  
Vista, CA 92081

The public hearing will be held at 8:30 AM on Wednesday, October 16, 2019, at 1391 Engineer Street, Vista, CA 92081. All interested parties are invited to attend said public hearing to express opinions and/or present evidence relative to this matter.

Further information may be obtained at the District Secretary's office by telephoning (760) 597-3128, between 8:00 a.m. and 5:00 p.m., Monday through Friday.

A handwritten signature in blue ink that reads "Lisa R. Soto". The signature is written over a horizontal line.

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



**2019**

**Triennial Public Health Goal  
Report**

**2019**

**Triennial Public Health Goal Report**

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# REPORT ON WATER QUALITY RELATIVE TO PUBLIC HEALTH GOALS

2016 – 2018

California Health and Safety Code Section 116470(b)

## **Background**

Provisions of the California Health and Safety Code specify that public water systems serving more than 10,000 service connections prepare a special report if any of their water quality measurements have exceeded any Public Health Goals (PHG's). PHG's are non-enforceable goals established by the Cal-EPA's Office of Environmental Health Hazard Assessment (OEHHA). The law also requires that where OEHHA has not adopted a PHG for a constituent, the water suppliers are to use the non-enforceable Maximum Contaminant Level Goals (MCLG's) adopted by the United States Environmental Protection Agency (USEPA).

If a constituent was detected in Vista Irrigation District's (District's or District) water supply in the years 2016 through 2018 at a level exceeding an applicable PHG or MCLG, this report identifies the constituent and provides the information required by the law. Where available, the numerical public health risk, the category of health risk, the best treatment technology available to remove or reduce the constituent and an estimate of the cost to install the treatment are included.

## **Public Health Goals (PHG's)**

PHG's are based solely on public health risk considerations. None of the practical risk-management factors that are considered by the USEPA or the California Division of Drinking Water (DDW) in setting drinking water standards (Maximum Contaminant Levels or MCL's) is considered in setting the PHG's. These factors include analytical detection capability, treatment technology available, benefits and costs. ***The PHG's are not enforceable and are not required to be met by any public water system. MCLG's are the federal equivalent to PHG's.***

## **Water Quality Data Considered**

All the water quality data collected for the District's system in 2016, 2017 and 2018 for purposes of determining compliance with drinking water standards was considered. This data was summarized in the annual Consumer Confidence Reports for the same years, which was made available to customers via the District's website or mailed upon request.

## **Best Available Treatment Technology and Cost Estimates**

Both the USEPA and the DDW adopted what are known as Best Available Technologies (BATs). These methods are some of the most effective at reducing constituent levels to or below the MCL. Costs can be estimated for such technologies. However, since many PHG's and all MCLG's are set much lower than the MCL, it is not always possible to determine what treatment technique is needed to further reduce a constituent downward to or near the PHG or MCLG, many of which are set at zero. Estimating the costs to reduce a constituent to zero is difficult, if not impossible because it is not possible to verify by analytical means that the level has been lowered to zero. In some cases, installing additional treatment processes to try and further reduce very low levels of one constituent may have adverse effects on other aspects of water quality.

### **2016-2018 Constituents detected that exceed a PHG or MCLG**

Constituent	Units	MCL	PHG (MCLG)	DLR	Highest Level Detected		
					2016 (Location)	2017 (Location)	2018 (Location)
Arsenic	ug/L	10	0.004	2	<b>2.4</b> (a)	<b>2.0</b> (a)	<b>3.0</b> (a)
Bromate	ug/L	10*	0.1	5.0	<b>5.9</b> (a)	<b>6.0</b> (a)	<b>5.0</b> (a)
Chlorite	mg/L	1	0.05	0.02	<b>0.53</b> (b)	<b>0.34</b> (b)	<b>0.23</b> (b)
Copper	mg/L	1.3	0.3	0.05	NA	NA	<b>0.40**</b> (d)
Uranium	pCi/L	20	0.43	1	<b>3.6</b> (c)	<b>2.9</b> (c)	<b>2.2</b> (c)
Coliform Bacteria	Presence	>5% per month	0% per month	NA	<b>0.97%</b> (d)	<b>0.97%</b> (d)	<b>ND</b> (d)

(a)= Twin Oaks Water Treatment Plant

(b)= Escondido/Vista Water Treatment Plant

(c)= Robert A. Weese Filtration Plant

(d)= Vista Irrigation District

\* = Running Annual Average (RAA), \*\* = 90<sup>th</sup> Percentile

The following is a discussion of constituents that were detected in the District's source water or distributed water at levels above the PHG, or if no PHG, above the MCLG.

### **Coliform Bacteria**

Each month, District employees collect 100 to 150 samples from the distribution system for coliform analysis. Occasionally, a sample was found to be positive for coliform bacteria, but repeat samples were negative in all cases. In any given month, a maximum of 0.97% of the samples, or one (1) sample, was coliform positive. The MCL for



coliform bacteria is 5%, which means that a maximum of 5% of the samples per month can be positive for coliform.

The MCLG for coliform bacteria is zero. Coliforms are indicator organisms that are not generally considered harmful, but may indicate the presence of potential pathogens. Pathogens are organisms that may cause waterborne disease. The reason for the coliform standard is to minimize the possibility of water containing pathogens. Coliform is only a surrogate indicator of the potential presence of pathogens, so it is not possible to state a specific numerical health risk.

The District takes many steps to minimize the potential for coliform bacteria. They are:

- Maintain and monitor the disinfectant residual throughout the distribution system
- Utilize clean, self-contained distribution sample test points.
- Maintain positive pressures in the distribution system.
- Maintain an effective cross-connection control program.

## **Arsenic**

The MCL for arsenic is 10 ug/L. A PHG of 0.004 ug/L was adopted by OEHHA in 2004. The level of arsenic detected in source water supplied by the Twin Oaks Water Treatment Plant was 2.4 ug/L in 2016, 2.0 ug/L in 2017 and 3.0 ug/L in 2018.

The EPA states “Some people who drink water containing arsenic in excess of the MCL for many years could experience skin damage or problems with their circulatory system, and may have an increased risk of getting cancer.” The cancer health risk is  $1 \times 10^{-6}$  (one per million) at the PHG and  $2.5 \times 10^{-3}$  (2.5 per thousand) at the MCL.

The following treatment methods have proven effective for removing arsenic to below the MCL of 10 ug/L: adsorption media, ion exchange, coagulation/filtration, oxidation/filtration, and point of use or point of entry treatment using activated alumina or reverse osmosis (RO).

It is unclear whether treatment to lower arsenic below the PHG would be feasible, as BATs are designated for treatment to achieve compliance with the corresponding MCL only and not PHGs. Also, it should be noted that cost estimates are developed for treatment to the MCL and not to the lower PHG level.

## **Bromate**

The MCL for bromate is 10 ug/L. A PHG of 0.1 ug/L was adopted by OEHHA in 2009. The RAA (Running Annual Average) level of bromate detected in source water supplied by the Twin Oaks Water Treatment Plant was 5.9 ug/L in 2016, 6.0 ug/L in 2017 and 5.0 ug/L in 2018. The DLR (Detection Level for Reporting) is 5.0 ug/L.

Bromate is formed when naturally occurring bromide reacts with ozone during the disinfection process. Bromate can also be a byproduct of chlorinated water when exposed to sunlight. Bromate is considered to be a carcinogenic health risk according to OEHHA and the CalEPA. The cancer health risk is  $1 \times 10^{-6}$  (one per million) at the PHG (0.1 ug/L).

The BAT for bromate reduction is RO treatment prior to ozone disinfection. RO treatment would reduce bromide concentrations; thus, the demand for ozone decreases, reducing bromate formation. As accepted method detection limits for bromate are near the PHG and the DLR is well above the PHG, it would be difficult to assess the effectiveness of RO treatment on reaching the PHG level.

### **Chlorite**

Chlorite is a disinfection byproduct produced in the treatment of drinking water with chlorine dioxide. The MCL for chlorite is 1.0 mg/L. A PHG of 0.05 mg/L for chlorite was adopted by OEHHA in 2009. Chlorite was detected at the effluent of the Escondido/Vista Water Treatment Plant at an average of 0.53 mg/L in 2016, 0.34 mg/L in 2017 and a 0.23 mg/L in 2018.

Several studies reveal that oral exposure to chlorite can result in hematological, endocrine, reproductive, and gastrointestinal effects as well as changes in neurobehavioral development at levels higher than the MCL.

There are no acceptable carcinogenicity studies on chlorite; however, the existing lower-quality cancer studies and the limited positive genotoxicity data suggest that chlorite may be a weak carcinogen or have carcinogenic potential.

### **Copper**

There is no MCL for copper. Instead, the 90<sup>th</sup> percentile value of all samples from household taps in the distribution system cannot exceed an Action Level of 1.3 mg/L for copper. This means that 90% of the samples must be below the Action Level. All 51 samples (100%) collected in 2018 were below the action level. The PHG for copper is 0.3 mg/L. Of all the samples collected in 2018 for copper, 11 of the 51 were higher than the 0.3 mg/L PHG.

The category of health risk for copper is gastrointestinal irritation. Numerical health risk data on copper has not yet been provided by OEHHA.

The District's water system is in full compliance with Federal and State Lead and Copper rules. Based on our sampling, it was determined according to State regulatory requirements that we are below the Action Level for Copper. Therefore, we are deemed by DDW to have "optimized corrosion control" and are placed on a reduced monitoring schedule of once every three years.

There is no detectable copper in the water that the District receives from its various sources. Research has shown that elevated copper levels may still be observed in household water taps due to the corrosion of copper and brass fittings in household plumbing. Optimizing water quality parameters to minimize corrosion is considered the best available technology for reducing the incidence of elevated household tap copper levels. The District monitors water quality parameters that relate to corrosion, such as pH, hardness, alkalinity and total dissolved solids.

Since the District meets the “optimized corrosion control” requirements, it is not prudent to initiate additional treatment, which would involve the addition of other chemicals which could raise other water quality issues.

## **Uranium**

Uranium is a naturally occurring radioactive element found in the earth’s crust and is present in ground and surface waters due to its natural occurrence in geological formations. The MCL for uranium is 20 pCi/L. A PHG of 0.43 pCi/L for uranium was adopted by OEHHA in 2001.

The level of uranium detected in source water supplied by Metropolitan Water District and treated by Skinner Treatment Plant averaged 2.0 pCi/L in 2016 and were non-detectable in 2017 and 2018. Samples taken from the source water supplied by the Twin Oaks Water Treatment Plant averaged 2.9 pCi/L in 2017 and 2.2 pCi/L in 2018. Water analyzed from the Weese Treatment Plant averaged 3.6 pCi/L in 2016 and 2.0 pCi/L in 2017 and 2018.

The presence of uranium increases the risk of cancer and is toxic to kidney function. The cancer health risk is  $1 \times 10^{-6}$  (one per million) at the PHG and  $5 \times 10^{-5}$  (five per hundred thousand) at the MCL. Uranium intake from water is about equal to the total from other dietary components.

The BATs to lower the level of uranium below the MCL include the following:

- Enhanced coagulation followed by filtration
- Lime softening
- Ion exchange
- Reverse osmosis.

The first technique, enhanced coagulation followed by filtration, is a technology that is applicable to surface waters and is utilized at the treatment plants when warranted by raw water conditions.

Lime softening and ion exchange are not used at the Escondido-Vista Water Treatment Plant, as the plant was not designed to facilitate these technologies. Extensive plant redesign would be required to incorporate them, and the effort is impractical due to the space limitations of the treatment plant site.

It is unclear whether treatment to lower uranium below the PHG would be feasible, as BATs are designated for treatment to achieve compliance with the corresponding MCL only, and not PHGs. Likewise, it should be noted that cost estimates are developed for treatment to the MCL and not to the lower PHG level.

### **RECOMMENDATIONS FOR FURTHER ACTION:**

Vista Irrigation District's water quality meets all state and federal drinking water standards set to protect public health; the levels of the constituents identified in this report are already significantly below the health-based Maximum Contaminant Levels established to provide "safe drinking water." The effectiveness of additional costly treatment processes to provide any significant reductions in constituent levels at these already low values is uncertain. The health protection benefits of these further hypothetical reductions are not clear and may not be quantifiable; therefore, no action to incorporate new treatment technologies to reduce constituent levels to below PHG or MCLG levels is proposed.

The District continuously monitors and assesses water quality parameters to ensure compliance with all state and federal regulations for safe drinking water. The District utilizes operational controls, monitoring, testing, data collection and analysis and collaborates with its water providers and regulatory authorities to ensure that the water the District delivers meets the highest quality water standards feasible.

For more information on Public Health Goals, please visit –  
<https://oehha.ca.gov/water/public-health-goals-phgs>



## STAFF REPORT

Agenda Item: 9

Board Meeting Date: October 16, 2019  
Prepared By: Matt Atteberry  
Reviewed By: Randy Whitmann  
Approved By: Brett Hodgkiss

SUBJECT: ORCHARD HILLS PROJECT

RECOMMENDATION:

1. Adopt Resolution No. 19-XX setting the terms and conditions of detachment of 12.5 acres for the Orchard Hills Reorganization and direct staff to file the resolution with the San Diego Local Agency Formation Commission (LN 2013-039; CF 500-369; LAFCO RO19-06; APNs 218-220-10, 218-220-17; DIV NO 5).
2. Receive informational report regarding trail segments identified on the parcel map for the Orchard Hills project that are located in the Vista Flume easement.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: The proposed Orchard Hills project is located on approximately 12.5 acres of undeveloped land along Richland Road, just north of Borden Road, within an unincorporated area between the City of Escondido and City of San Marcos. A 20-lot single-family residential subdivision is proposed and located within Vista Irrigation District's (District's) "Boot" service area. The project is also located within Vallecitos Water District's (Vallecitos's) sphere of influence and required to receive both water and sewer service from Vallecitos; the owner, Warmington Residential California, Inc., has filed a reorganization request with the San Diego Local Agency Formation Commission (LAFCO).

DETAILED REPORT: The reorganization for Orchard Hills will require approvals from the District, Vallecitos, and LAFCO. Vallecitos's Board of Directors approved the annexation on April 17, 2019. LAFCO approved the reorganization on October 7, 2019 and will be accepting public comments for a one-year period. The attached resolution is presented for the Board's consideration to set the District's terms and conditions of detachment for the Orchard Hills Reorganization. Following Board approval, the resolution will be submitted to LAFCO for filing.

While reviewing the parcel map for this project, staff learned that the City of Escondido designated the Borden Bench section of the Vista Flume between Richland Road and Woodland Park Way (as shown in the attached map) as a designated trail segment in their 1999 Master Plan for Parks, Trails, and Open Space. This segment has also been incorporated into the County of San Diego's (County's) Community Trails Master Plan. As a result, the project has been conditioned to execute an Irrevocable Offer of Dedication (IOD) with the County for a future trail along the northern border and within the Flume easement.

To ensure that future trail improvements do not interfere with District operations or present risks to the Flume or public safety, the County's trail requirements for the project specify that the IOD is conditioned to restrict future public trail improvements within any portion of the District's easement until receiving written approval from the District (following Flume relocation or replacement underground). The form of the IOD's provisions regarding the Flume will be reviewed and approved by the District prior to its recording, and a future joint use agreement with the County will be required if the Borden Bench is replaced within the existing easement.

ATTACHMENTS: LAFCO Agenda Report - October 7, 2019  
Draft Resolution  
Map



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

**6c**

**AGENDA REPORT**  
 Consent | Action

October 7, 2019

**TO:** Commissioners

**FROM:** Keene Simonds, Executive Officer  
 Robert Barry, Chief Policy Analyst

**SUBJECT: Proposed “Orchard Hills Reorganization” |  
 Concurrent Annexation to the Vallecitos Water District and Detachment from  
 the Vista Irrigation District (RO19-06)**

**SUMMARY**

The San Diego County Local Agency Formation Commission (LAFCO) will consider a reorganization proposal filed by an interested landowner with the principal action to annex 12.5 unincorporated acres outside the City of San Marcos to the Vallecitos Water District (WD). A concurrent detachment of the affected territory from Vista Irrigation District (ID) is also proposed. The proposal’s purpose is to extend Vallecitos Water District’s wastewater and water services to facilitate the development of the affected territory into a 20-lot residential subdivision titled “Orchard Hills” consistent with an earlier County of San Diego entitlement. Staff recommends approval of the proposal without modifications. Standard approval terms are also recommended along with waiving protest proceedings.

**BACKGROUND**

**Applicant Request**

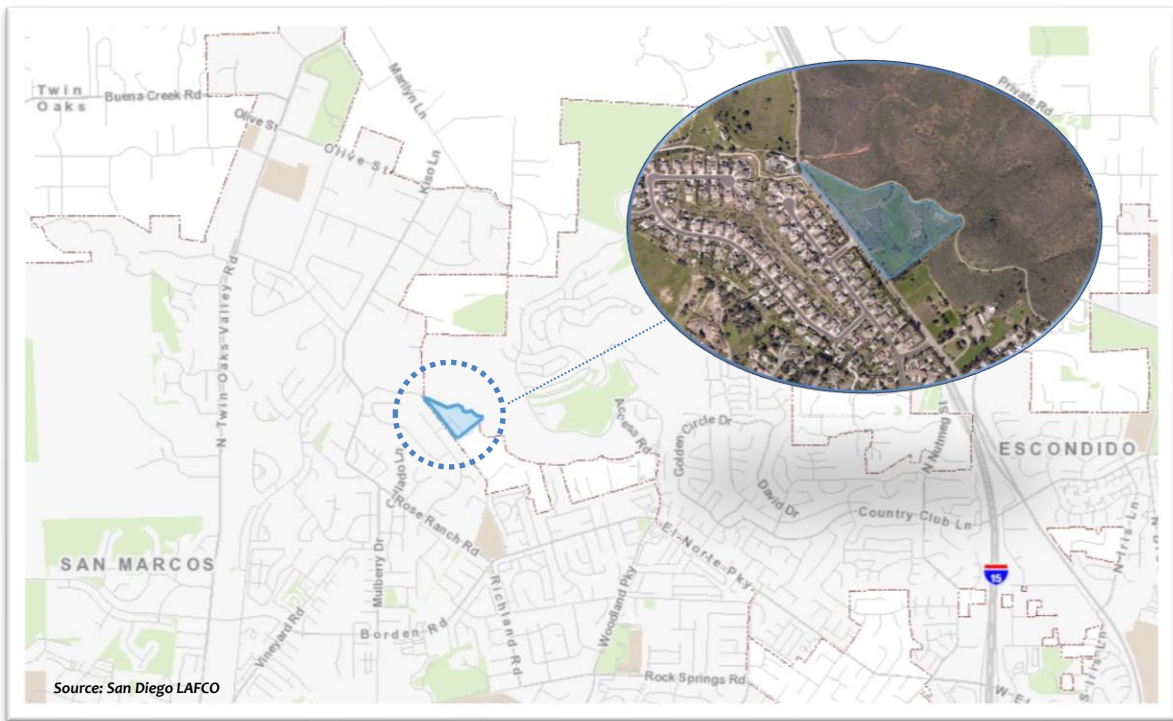
San Diego LAFCO has received an application from a landowner – Warmington Residential California, Inc. – requesting approval to reorganize approximately 12.5 acres of unincorporated and undeveloped land with the principal action to annex to Vallecitos WD. A concurrent detachment from the Vista ID is also proposed. The affected territory as

<p><b>Administration</b>          Keene Simonds, Executive Officer          County Operations Center          9335 Hazard Way, Suite 200          San Diego, California 92123          T 858.614.7755 F 858.614.7766          www.sdlafco.org</p>	<p><b>Jim Desmond</b>          County of San Diego</p> <p><b>Dianne Jacob</b>          County of San Diego</p> <p><b>Greg Cox, Alternate</b>          County of San Diego</p>	<p><b>Mary Casillas Salas</b>          City of Chula Vista</p> <p><b>Bill Wells</b>          City of El Cajon</p> <p><b>Paul McNamara, Alternate</b>          City of Escondido</p>	<p><b>Mark Kersey</b>          City of San Diego</p> <p><b>Chris Cate, Alternate</b>          City of San Diego</p>	<p><b>Chair Jo MacKenzie</b>          Vista Irrigation</p> <p><b>Barry Willis</b>          Alpine Fire Protection</p> <p><b>Erin Lump, Alternate</b>          Rincon del Diablo MWD</p>	<p><b>Andy Vanderlaan</b>          General Public</p> <p><b>Harry Mathis, Alternate</b>          General Public</p>
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submitted includes two vacant parcels located along Richland Road near its intersection with Tide Way and immediately adjacent to the Cities of San Marcos and Escondido. The two subject parcels are 9.8 and 0.9 acres in size and identified by the County of San Diego Assessor's Office as 218-220-10 and 218-220-17, respectively. A 1.8-acre frontage segment of Richland Road is also included in the reorganization. The affected territory lies entirely within Vallecitos WD's sphere of influence.

### Affected Territory

The following map shows the approximate location of the affected territory in context to the greater San Marcos region. Attachment One shows the affected territory relative to the proposed boundary changes involving the subject agencies.



### Subject Agencies

The proposed reorganization filed with San Diego LAFCO involves two subject agencies: Vallecitos WD and Vista ID.<sup>1</sup> Summaries of both subject agencies in terms of resident population, municipal service activities, and financial standing follows.

(continued)

<sup>1</sup> State law defines "subject agency" to mean any district or city for which a change of organization or reorganization is proposed.

- Vallecitos WD is an independent special district formed in 1955 and spans approximately 28,800 acres or 45 square miles with 51% overlapping the City of San Marcos. Most of the remaining jurisdictional boundary extends into the unincorporated communities of Twin Oaks and Deer Springs. A five-member Board of Directors oversees Vallecitos WD's three municipal service activities: (a) potable water; (b) recycled water; and (c) wastewater. The estimated resident population is 102,129 with an average annual growth rate of 1.9% since 2010. LAFCO established a sphere of influence for Vallecitos WD in 1985, which was last updated in 2007 with a larger-than-agency designation to include 2,150 non-jurisdictional acres and equals 7.5% of the jurisdictional boundary. Vallecitos WD's audited net position is \$262.2 million as of June 30, 2018 and has increased by 5.1% over the prior three fiscal years.
- Vista ID is an independent special district formed in 1923 and spans approximately 63,569 acres or 99 square miles with 18.7% overlapping the City of Vista. Most of the remaining jurisdictional boundary extends into the City of San Marcos and the unincorporated community of Twin Oaks.<sup>2</sup> A five-member Board of Directors oversees Vista ID's one municipal service activity: (a) potable water. The estimated resident population is 134,829 with an average annual growth rate of 1.1% since 2010. LAFCO established a sphere of influence for Vista ID in 1988, which was last updated in 2007 with a smaller-than-agency designation to exclude 43,459 jurisdictional acres and equals 68.4% of the District boundary. Vista ID's audited net position is \$112.7 million as of June 30, 2018 and has increased by 6.2% over the prior three fiscal years.

### Affected Local Agencies

The affected territory lies within the jurisdictional boundaries directly subject to San Diego LAFCO and as such qualify as "affected agencies" relative to the proposed reorganization.<sup>3</sup>

- San Marcos Fire Protection District
- County Service Area No. 135 - Regional Communications
- North County Cemetery District
- San Diego County Water Authority
- Metropolitan Water District of Southern California
- Resource Conservation District of Greater San Diego County
- San Diego County Flood Control District
- San Diego County Street Lighting District
- Palomar Health Healthcare District
- Vista Irrigation District

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<sup>2</sup> Vista ID's service area includes the Lake Henshaw territory that lies outside of the County Water Authority boundary.

<sup>3</sup> State law defines "affected local agency" as any entity that contains, or would contain, or whose sphere contains or would contain, any territory for which a change of organization is proposed or ordered. Notice of the proposal and hearing were provided to the agencies.



## DISCUSSION

This item is for San Diego LAFCO to consider approving – with or without discretionary modifications – the reorganization proposal and the principal action to annex the affected territory to the Vallecitos WD. An associated boundary change to concurrently detach the affected territory from Vista ID is also part of the requested reorganization. The Commission may also consider applying conditions so long as it does not directly regulate land use, property development, or subdivision requirements. Additional discussion with respect to proposal purpose and Commission focus follows.

### Proposal Purpose

The primary purpose of the proposed reorganization before San Diego LAFCO is to facilitate the development of the affected territory into a 20-lot single-family residential subdivision by making available public wastewater and water services. This planned development has been entitled by the County of San Diego as the current land use authority through its earlier approval of a tentative subdivision map applying to both subject parcels in December 2014. The County conditioned its approval, notably, on the applicant securing water and wastewater service connections with Vallecitos WD. Vallecitos WD has separately conditioned its will-serve letters to require detachment from Vista ID.

### Development Potential

The County of San Diego contemplates residential development of the affected territory as part of its North County Metro Community Planning Area. This includes designating all of the affected territory as Village Residential with a density assignment of up to 2.9 dwelling units per acre. The County separately zones the affected territory as Light Agriculture (A70) with a minimum lot size of 15,000 square feet or 0.35 acres. This latter assignment produces a maximum density within the two subject parcels of 31 lots less any applicable setback and ancillary dedications. The County has approved a residential subdivision and development of 20 single-family residences, which produces the equivalent of 1.9 dwelling units per acre. No further development other than accessory units would be feasible due to slope conditions and the limited size of the subject parcels.

### Commission Focus

Two central and sequential policy items underlie San Diego LAFCO's consideration of the reorganization. These policy items take the form of determinations and orient the Commission to consider the stand-alone merits of the (a) timing of the reorganization and (b) whether discretionary boundary modifications or approval terms are appropriate. The Commission must also consider other relevant statutes in and outside of LAFCO law as detailed in the proceeding section.

## ANALYSIS

The analysis of the reorganization proposal is organized into two subsections below. The first subsection considers the two central and sequential policy issues introduced in the preceding section. This pertains to evaluating the timing of the reorganization and specifically the annexation to Vallecitos WD and concurrent detachment from Vista ID paired with whether approval modifications and/or terms are appropriate. The second subsection considers other germane issues under LAFCO law or applicable State statutes.

### Central Policy Items

#### Item No. 1 |

#### Reorganization Timing

The timing of the reorganization – and specifically the annexation of the affected territory to Vallecitos WD and concurrent detachment from Vista ID – appears appropriate and highlighted by the analysis of the factors required for consideration under LAFCO law anytime jurisdictional changes are proposed. The majority of the prescribed factors focus on the impacts of the proposed annexation on the service and financial capacities of the *receiving agency*, Vallecitos WD (emphasis added). No single factor is determinative. A summary of key conclusions generated in the review of these items follows with additional analysis provided in Appendix A.

- Service Needs

The reorganization involves unincorporated territory located within Vallecitos WD's sphere of influence and adjacent to its jurisdictional boundary. Annexation of the affected territory to Vallecitos WD would represent an anticipated and orderly expansion of the District's jurisdictional boundary and provision of wastewater and water services therein consistent with planned residential land uses. Additional details on service needs follow.

- The Commission has previously designated Vallecitos WD as the appropriate long-term wastewater and water provider for the affected territory through the standing inclusion of the subject land within the District's sphere of influence. Annexation now implements this standing expectation through a public process and accommodates the expressed interest of the affected landowner as evident in their decision to petition LAFCO for initiation of proceedings.
- Annexation of the affected territory to Vallecitos WD for purpose of establishing permanent public wastewater and water services is consistent with the adopted residential land use policies of the County of San Diego. Annexation is also – pertinently – consistent with the land use policies contemplated for the affected territory by the City of San Marcos; the anticipated future land use authority for the affected territory as determined by the Commission and marked by the subject lands standing inclusion in the City's sphere.

- The County of San Diego’s approval of a 20-lot residential subdivision for the affected territory helps to quantify the annexation to Vallecitos WD is appropriate by synching the timing of the boundary change with a known and pending development action.
- Service Capacities and Levels

Vallecitos WD has sufficient and excess wastewater and water system capacities to accommodate projected service demands within the affected territory at its potential maximum uses without significant expansion of any public infrastructure. Additional details on relevant service capacities and levels follow.

  - An existing Vallecitos WD 8-inch wastewater main is located approximately 1,000 feet from the affected territory within the intersection of Richland Road and Tuscany Avenue public rights-of-way. Vallecitos WD projects the average day wastewater demand generated within the affected territory based on the approved 20-lot subdivision at 5,795 gallons. This projected amount can be readily accommodated by Vallecitos WD and represents 0.5% of its available contract capacity remaining at the assigned treatment facility based on current system demands. Ultimate buildout would potentially include accessory units for each single-family residence and increase the average day wastewater flow to 11,590 gallons per day or 1.0% of the remaining available capacity.
  - An existing Vallecitos WD 12-inch water main is located immediately adjacent to the affected territory along the Richland Road public right-of-way. Vallecitos WD projects the average day water demand generated within the affected territory based on the approved 20-lot residential subdivision at 17,556 gallons. This projected amount can be readily accommodated by Vallecitos WD and represents 0.02% of its available supply capacity remaining within its connected distribution system based on recent demands. Ultimate buildout would potentially include accessory units for each single-family residence and increase the average day water demand to 35,112 gallons per day or 0.05% of the remaining available capacity.
- Service Funding and Costs

Vallecitos WD has the financial resources coupled with administrative controls to provide wastewater and water services to the affected territory in support of its planned development without adversely impacting current ratepayers. This comment is reflected in the staff analysis of Vallecitos WD’s recent audited statements which shows – among other items – the District remained profitable in each of the last three audited fiscal years with an average total margin of 8.3%.<sup>4</sup>

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<sup>4</sup> Audited statements cover FY2016, 2017, and 2018.

### Conclusion | Merits of Reorganization Timing

The timing of the reorganization and annexation therein of the affected territory to Vallecitos WD is warranted. Justification is marked by accommodating the planned development of the affected territory consistent with County of San Diego land use policies in a manner that reflects available infrastructure and capacities. Approval also – pertinently – consolidates water and wastewater services under a single provider. Additional analysis supporting the conclusion is provided in Appendix A.

### Item No. 2 |

#### Modifications and Terms

No boundary modifications to the reorganization proposal have been identified by staff meriting consideration by San Diego LAFCO at this time. Staff relatedly recognizes the affected territory lies in the City of San Marcos' sphere of influence and reflects the Commission's policy expectation the lands ultimately annex to the City. The decision by the landowner to pursue a development project with the County coupled with no documented requests or comments otherwise from San Marcos substantively suggests annexation to the City would be premature based on these local conditions.<sup>5</sup> Standard approval terms are separately recommended.

### Conclusion | Modifications and Terms

No modifications appear warranted. Standard terms are recommended.

### Other Statutory Considerations

#### Exchange of Property Tax Revenues

California Revenue and Taxation Code Section 99(b)(6) requires the adoption of a property tax exchange agreement by the affected local agencies before San Diego LAFCO can consider any jurisdictional change unless an applicable master agreement applies. The associated statutes also empower the County of San Diego to make all related property tax exchange determinations on behalf of special districts. Staff has confirmed the County Board of Supervisors has adopted a master tax exchange agreement applicable to the proposed reorganization. The application of this master tax exchange agreement will result in a transfer of property taxes in year one totaling \$14.35 from Vista ID to Vallecitos WD.<sup>6</sup>

<sup>5</sup> As part of a broad and regional discussion it would be appropriate for LAFCO, County, and San Marcos to discuss opportunities to time the annexation of lands within the existing San Marcos sphere to the City following land use entitlement as part of future municipal service reviews.

<sup>6</sup> The County Assessor and Auditor have identified the total assessed valuation for the affected territory as \$309,642 with corresponding annual property tax revenue of \$3,096. Current property tax revenue allocation to the County is \$527.84 and a total of \$14.35 will be transferred from Vista ID to Vallecitos WD should the Commission approve the reorganization proposal.

## Environmental Review

The California Environmental Quality Act (CEQA) requires San Diego LAFCO to assess whether impacts would result from activities approved under the Commission's statutory authority. Accordingly, San Diego LAFCO is tasked with making one distinct determination as responsible agency under CEQA with respect to considering the proposed reorganization and the associated boundary changes. Staff's analysis and recommendations follow.

- The County of San Diego serves as lead agency under CEQA for the reorganization and boundary changes therein to annex all of the affected territory to Vallecitos WD and concurrent detachment from Vista ID. The County has determined this activity and associated development entitlement is a project under CEQA but exempt from further review under State CEQA Guidelines Section 15183. Staff independently concurs the County has made an appropriate determination this exemption adequately applies given the affected territory involves an annexation of land planned for development consistent with a community plan and zoning.

## Protest Proceedings

Protest proceeding for the reorganization may be waived by San Diego LAFCO should the Commission proceed with an approval under statute.<sup>7</sup> The waiver appropriately applies under this statute given the affected territory is uninhabited as defined under LAFCO law, the subject agencies have not filed objections, and the landowner has consented to the underlying actions as the initiating petitioner.<sup>8</sup>

## RECOMMENDATION

Staff recommends approval of the reorganization proposal without modifications along with standard terms based on the analysis provided in the preceding analysis. This recommendation is consistent with Alternative One in the proceeding section and would generate the following jurisdictional boundary changes in San Diego County:

- Annexation of all 12.5 acres of the affected territory to Vallecitos WD.
- Detachment of all 12.5 acres of the affected territory from Vista ID.

## ALTERNATIVES FOR ACTION

The following alternative actions are available to San Diego LAFCO and can be accomplished with a single-motion:

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<sup>7</sup> Reference to Government Code Section 5662.

<sup>8</sup> LAFCO law defines uninhabited as territory in which 11 or less registered voters reside.

Alternative One (recommended):

Adopt the attached draft resolution approving the reorganization proposal without modifications and with standard terms.

Alternative Two:

Continue consideration to the next regular meeting and provide direction to staff concerning additional information, as needed.

Alternative Three:

Disapprove the reorganization proposal with direction to staff to return at the next regular meeting with a conforming resolution for adoption.

**PROCEDURES FOR CONSIDERATION**

This item has been placed on San Diego LAFCO's agenda as part of the consent calendar. A successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified.

On behalf of the Executive Officer,



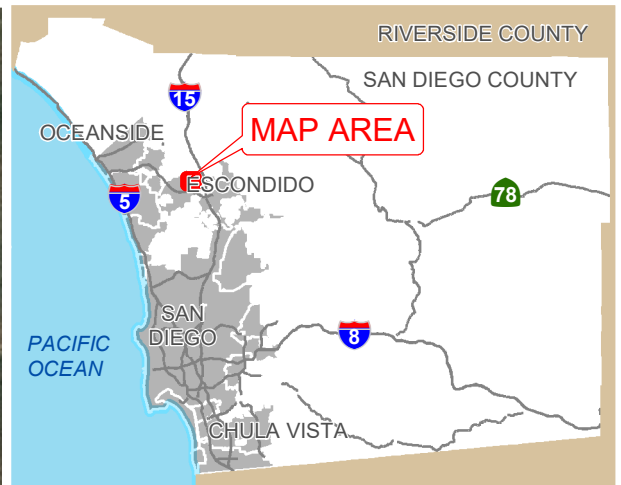
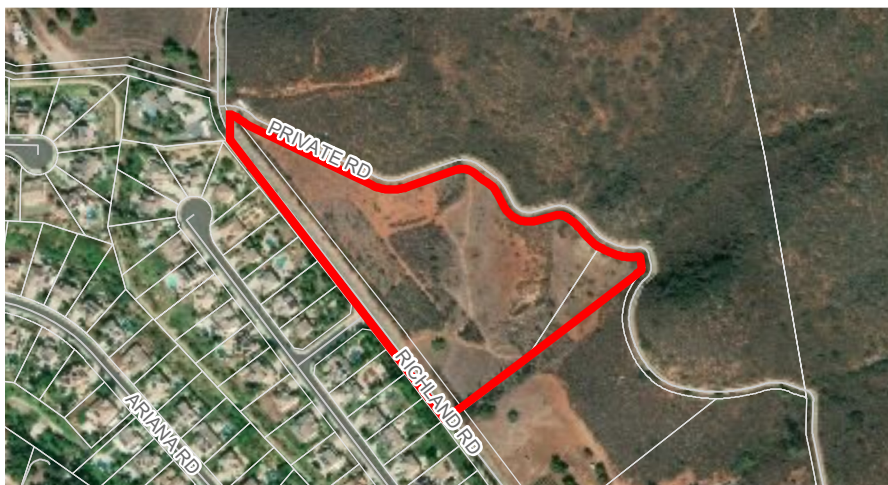
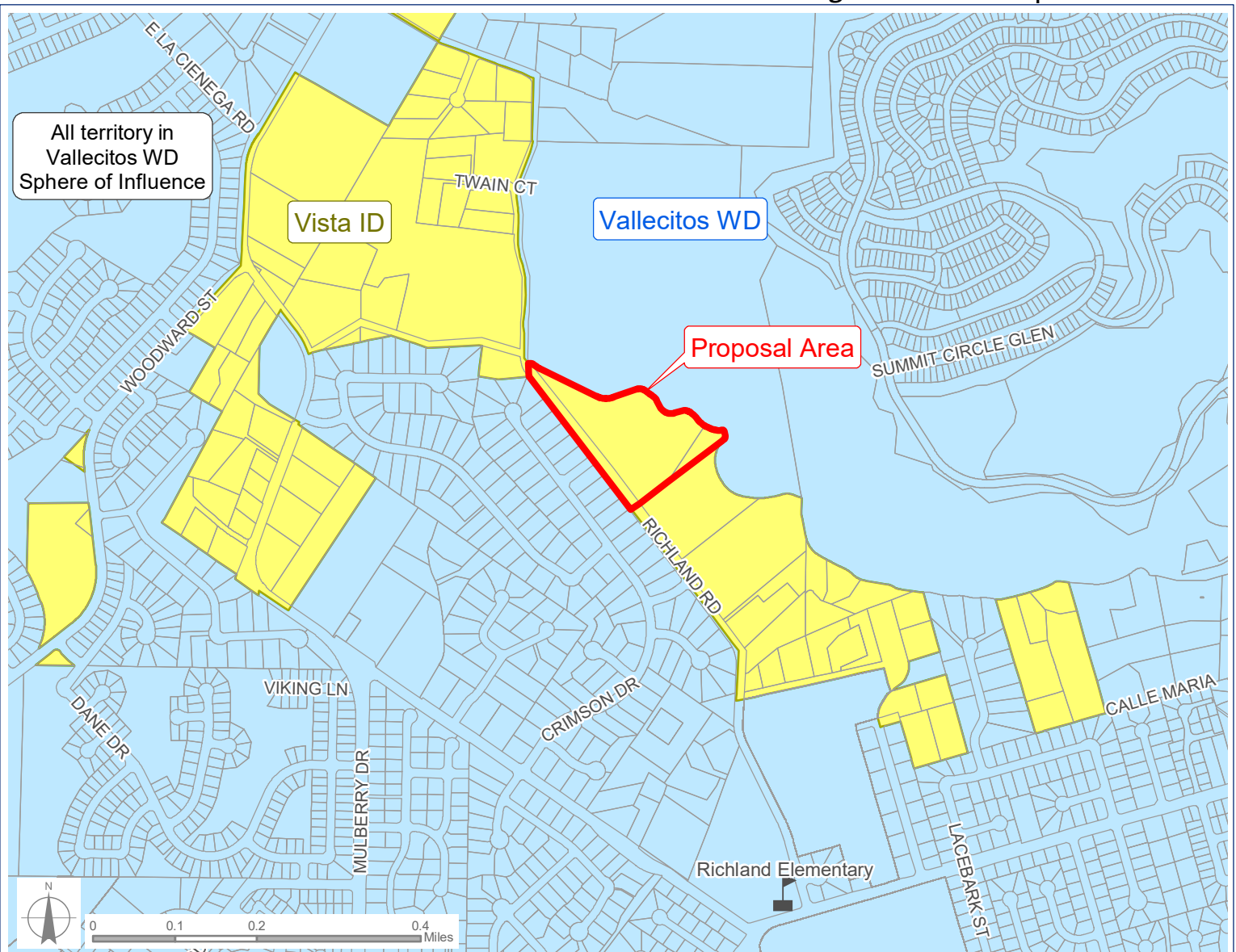
Robert Barry, AICP  
Chief Policy Analyst

Appendices:

- A) Analysis of Boundary Change Factors

Attachments:

- 1) Map of the Affected Territory
- 2) Draft Resolution of Approval
- 3) Landowner Petition



RO19-06

**PROPOSED "ORCHARD HILLS REORGANIZATION" ANNEXATION TO VALLECITOS WD AND CONCURRENT DETACHMENT FROM VISTA ID**

- ▭ Proposal Area
- ▭ Vallecitos WD
- ▭ Vista ID



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

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Created by Dieu Ngu – 9/10/2019

RESOLUTION NO. 19-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF  
VISTA IRRIGATION DISTRICT

SETTING THE TERMS AND CONDITIONS OF DETACHMENT FOR  
ORCHARD HILLS REORGANIZATION

APNs 218-220-10, 218-220-17; LN 2013-039;  
CF 500-369; LAFCO RO19-06; DIV NO 5

WHEREAS, a petition was submitted by the property owners to the San Diego Local Agency Formation Commission (LAFCO), the lead agency, for a reorganization of territory, including the detachment of 12.5 gross acres from the Vista Irrigation District (District) and annexation to Vallecitos Water District (Vallecitos) for water service; and

WHEREAS, LAFCO has requested terms and conditions of detachment for the two parcels consisting of approximately 10.7 gross acres which will be included and developed into 20-lot single-family residences along with 1.8 acres of frontage along Richland Road.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vista Irrigation District that this detachment is conditioned upon the following:

1. Payment of the District administration fee of \$2,234.
2. Completion of annexation procedures with Vallecitos prior to final detachment with the District.

BE IT FURTHER RESOLVED that compliance with the above terms and conditions shall be completed prior to adoption by LAFCO of the finalizing resolution ordering the detachment.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 16<sup>th</sup> day of October 2019.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Jo MacKenzie, President

ATTEST:

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





TWIN OAKS SIPHON

ORCHARD HILLS  
DETACHMENT AREA

CITY OF ESCONDIDO

BEEHIVE SIPHON

BORDEN BENCH

CITY OF SAN MARCOS

TIDE WAY

RICHLAND ROAD

BORDEN ROAD

WOODLAND PARKWAY



## STAFF REPORT

Agenda Item: 10

**Board Meeting Date:** October 16, 2019  
**Prepared By:** Lisa Soto  
**Approved By:** Brett Hodgkiss

**SUBJECT:** 2020 BOARD MEETING DATES

**RECOMMENDATION:** Establish 2020 Board meeting dates to resolve conflicts as follows: shift the Board meeting dates in January to the second and fourth Wednesdays of the month, January 8 and January 22 respectively; schedule one Board meeting in May on May 13; and schedule one Board meeting in December on December 9. All Board meetings to begin at 9:00 a.m.

**PRIOR BOARD ACTION:** On November 7, 2018, the Board adopted the 2019 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. effective January 1, 2020. 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 January, May, and December 2020.

**DETAILED REPORT:** Staff has reviewed the 2020 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. Due to the New Year's holiday on Wednesday, January 1, staff recommends shifting the Board meeting dates in January to the second and fourth Wednesdays of the month (January 1 and 15 to January 8 and 22). This change will still maintain the week between Board meetings needed for agenda preparation for the first meeting in February.

Due to the Association of California Water Agencies (ACWA) Spring Conference in the first week of May and at the California Special Districts Association Legislative Days in the third week of May, staff recommends scheduling only one meeting in May, on May 13. Due to the ACWA Conference in the first week of December and the Colorado River Water Users Conference in the third week of December, and in keeping with past practice, staff recommends having one Board meeting in December, on December 9, and forgoing a second meeting in December in order to avoid conflicts with holidays and vacation schedules.

**ATTACHMENT:** Draft 2020 Board meeting calendar

# Vista Irrigation District 2020 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	29

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
			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		

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	31				

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		

<b>Board meeting, start time 9:00 a.m.</b>	Purple = District holidays
Yellow = ACWA Conference	Green = CSDA Annual Conference
Blue = Colorado River Water Users Conference	Pink = CSDA Legislative Days



**Agenda Item: 11**

**STAFF REPORT**

**Board Meeting Date: October 16, 2019**  
**Prepared By: Brett Hodgkiss**

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

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



## **STAFF REPORT**

**Agenda Item: 12.A**

**Board Meeting Date: October 16, 2019**  
**Prepared By: Lisa Soto**  
**Approved By: Brett Hodgkiss**

SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS

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



**STAFF REPORT**

**Agenda Item: 12.B**

**Board Meeting Date: October 16, 2019**  
**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.

	<b>SCHEDULE OF UPCOMING MEETINGS AND EVENTS</b>	<b>ATTENDEES</b>
<b>1</b>	<b>Legislative Round-Up Webinar (CSDA)</b> <i>Oct. 31, 2019 -10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 10/24/19</i>	
<b>2</b>	<b>Sexual Harassment Prevention Training AB 1661</b> <i>Nov. 4, 2019 – 2:00 p.m. – 4:00 p.m., VID Board Room</i> <i>Reservation deadline: None</i>	Miller (R) Vásquez (R) Dorey (R) Sanchez (R) MacKenzie (R)
<b>3 *</b>	<b>Council of Water Utilities Meeting</b> <i>Nov. 19, 2019 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/14/19</i>	
<b>4 *</b>	<b>CSDA Quarterly Dinner Meeting</b> <i>Nov. 21, 2019 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/14/19</i>	MacKenzie
<b>5</b>	<b>ACWA Fall Conference</b> <i>Dec. 3-6, 2019 – Manchester Grand Hyatt, San Diego</i> <i>Registration deadline: 11/8/19</i>	MacKenzie (R, H) Dorey (R, H) Miller (R, H) Sanchez (R, H) Vásquez (R, H)
<b>6</b>	<b>Colorado River Water Users Association Conference (CRWUA)</b> <i>Dec. 11-13, 2019 – <b>Change of venue: Bally’s, Las Vegas</b></i> <i>Registration deadline: 11/24/19</i>	Vásquez (R, H, A)
<b>7</b>	<b>Urban Water Institute’s Spring Water Conference</b> <i>Feb. 19-21, 2020 – Hilton Palm Springs</i> <i>Registration deadline: 1/15/20</i>	
<b>8</b>	<b>ACWA Legislative Symposium</b> <i>Mar. 12, 2020 – Sutter Club, Sacramento</i> <i>Registration deadline: TBD</i>	
<b>9</b>	<b>ACWA Spring Conference</b> <i>May 5-8, 2020 – Monterey</i> <i>Registration deadline: TBD</i>	
<b>10</b>	<b>Special Districts Legislative Days (CSDA)</b> <i>May 19-20, 2020 – Sheraton Grand Sacramento</i> <i>Registration deadline: TBD</i>	
<b>11</b>	<b>Third Annual Groundwater Sustainability Summit</b> (Groundwater Resources Association) <i>June 10-11, 2020—Hilton Sacramento Arden West</i> <i>Registration deadline: TBD</i>	
<b>12</b>	<b>Urban Water Institute Annual Water Conference</b> <i>Aug. 19-21, 2020 – Hilton San Diego</i> <i>Registration deadline: TBD</i>	

	<b>SCHEDULE OF UPCOMING MEETINGS AND EVENTS</b>	<b>ATTENDEES</b>
<b>13</b>	<b>CSDA Annual Conference</b> <i>August 24-27, 2020 – Palm Springs</i> <i>Registration deadline: TBD</i>	
<b>14</b>	<b>ACWA Fall Conference</b> <i>Dec. 1-4, 2020 – Indian Wells</i> <i>Registration deadline: TBD</i>	
<b>15</b>	<b>Colorado River Water Users Association Conference (CRWUA)</b> <i>Dec. 14-16, 2020 – TBD, Las Vegas</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



**Agenda Item: 13**

**STAFF REPORT**

**Board Meeting Date: October 16, 2019**  
**Prepared By: Lisa Soto**

SUBJECT: ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

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

*Staff-generated list of tentative items for future agendas:*

- Designate voting representative for Association of California Water Agencies election
- Billing Procedure revisions related to implementation of Senate Bill 998 (discontinuation of residential water service)
- General Manager Performance Evaluation





## **STAFF REPORT**

**Agenda Item: 14**

**Board Meeting Date: October 16, 2019**  
**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.



## **STAFF REPORT**

**Agenda Item: 15**

**Board Meeting Date:**

**October 16, 2019**

**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: 16**

**Board Meeting Date:**

**October 16, 2019**

**Prepared By:**

**Brett Hodgkiss**

SUBJECT: COMMENTS BY GENERAL MANAGER

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