



AGENDA
MEETING OF THE PUBLIC AFFAIRS COMMITTEE
WEDNESDAY, NOVEMBER 14, 2018 – 9:00 AM
1391 Engineer Street, Vista, CA 92081-8840

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

1. CALL TO ORDER

2. ROLL CALL

3. CONSIDER APPROVAL OF AGENDA

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

4. PUBLIC COMMENT TIME

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

5. SCHOLARSHIP CONTEST

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

6. 2018 ANNUAL REPORT AND 2019 SPRING NEWSLETTER

Recommendation: Discuss information to be contained in the 2018 Annual Report and 2019 Spring Newsletter.

7. COMMENTS BY COMMITTEE MEMBERS

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

8. ADJOURNMENT

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

- *The agenda package and materials related to an agenda item submitted after the packet's distribution to the Committee, are available for public review in the lobby of the District office during normal business hours.*
 - *Agendas and minutes are available at www.vichwater.org.*
 - *VID Board meetings are 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: November 7, 2018



Lisa R. Soto, Board Secretary



**PUBLIC AFFAIRS COMMITTEE
STAFF REPORT**

Agenda Item: 5

Meeting Date:	November 14, 2018
Prepared By:	Alisa Nichols
Reviewed By:	Brett Hodgkiss
Approved By:	Eldon Boone

SUBJECT: SCHOLARSHIP CONTEST

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

PRIOR BOARD ACTION: On April 18, 2018, the Board awarded a \$1,500 scholarship to the contest winner and two \$750 scholarships to the runners-up.

FISCAL IMPACT: \$6,000 for the scholarship contest is included in the budget.

SUMMARY: Each year, the District invites high school seniors who live or go to school within its service area to compete for a scholarship. While a majority of the contest requirements have remained the same over the years, the essay topic has been changed periodically to focus on issues impacting San Diego County water supplies and more specifically, the District. In 2013, the Board suggested that the essay question/topic be changed each year.

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

Staff anticipates distributing application packages to high school counselors within the District's jurisdictional boundaries in December. Follow-up calls will be made to counselors to make sure the application materials are received. Additional scholarship promotional efforts will include placing information about the scholarship in high schools' monthly scholarship bulletins and on daily video bulletins (if space is available), issuing a news release, and announcing the program on our website. Application materials will also be made available on the District website.

As proposed, application packages would be due to the District by 5:00 p.m. on Friday, March 1, 2019. The Committee, which serves as the competition judges, could meet in the following weeks (based on Committee members' availability) to review the applications and recommend a winner. The Committee's recommendation for the winner could then be submitted to the Board for consideration at a meeting in April. A certificate could then be presented to the winner at the next scheduled Board meeting. As in the past, once the student has enrolled at a university, college or vocational school, District staff will forward a check to the school on behalf of the student(s).

At the conclusion of last year's awards presentation, the Committee indicated to the Board that they would like to look at making changes to the scholarship contest to increase participation. The Committee mentioned advertising multiple scholarship awards rather than a single scholarship award and increasing the award amounts as possible ways to increase interest in the contest. The Committee informed the Board that it would meet to discuss ideas for restructuring the contest and bring its recommendations to the Board for consideration.

At this time, staff is seeking the Committee's input on the scholarship application materials as well as the structure of the program.

ATTACHMENT: Draft scholarship application package.



SCHOLARSHIP APPLICATION PACKAGE

The Vista Irrigation District (VID) invites local high school seniors to compete for scholarships of \$3,000, \$2,000 and \$1,000 from VID. A winner will be chosen based on the quality of essay prepared by the applicant, as well as academic and service qualifications. Applications will not be accepted if all criteria are not met, including correct formatting. **Applicants must submit the following documents by 5:00 PM on Friday, March 1, 2019:**

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

Water-use efficiency is an important aspect of ensuring a reliable supply of water in the San Diego region. Explain what specific actions you have taken to use water efficiently and how you can (or do) encourage water-use efficiency in your community.

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

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

A completed application package must be submitted to the Vista Irrigation District, 1391 Engineer Street, Vista, CA 92081-8840, **by 5:00 PM on Friday, March 1, 2019.**

VID will review qualified applications and select winners who will receive scholarships from the district. Once enrolled at a college, university or vocational school, VID will send a checks directly to the school on scholarship recipients' behalf.



2019 SCHOLARSHIP APPLICATION
(Competition is open to high school seniors
who live or attend school in VID's service territory)

Name: _____

Telephone number and best time to call: _____

Address: _____

High School: _____ **GPA:** _____

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

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

Honors or special recognitions received (school or other)

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

Job Responsibilities: _____



**PUBLIC AFFAIRS COMMITTEE
STAFF REPORT**

Agenda Item: 6

Meeting Date:	November 14, 2018
Prepared By:	Alisa Nichols
Reviewed By:	Brett Hodgkiss
Approved By:	Eldon Boone

SUBJECT: 2018 ANNUAL REPORT AND 2019 SPRING NEWSLETTER

RECOMMENDATION: Discuss information to be contained in the 2018 Annual Report and 2019 Spring Newsletter.

PRIOR BOARD ACTION: None.

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

SUMMARY: Each year the District prepares an annual report that includes its financial statements, demographic data and articles about various water related topics, such as water conservation, infrastructure improvements and security. Prior to beginning the layout and design process, staff meets with the Committee to receive input regarding the contents of annual report. Staff is working on the 2018 Annual Report and would like to get the Committee's ideas for content.

Staff is also formulating ideas for the 2019 Spring newsletter and would like to get the Committee's thoughts on the content for the newsletter.

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

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

At this time, staff is requesting the Committee's input on the information to be contained in this year's annual report and the Spring newsletter.