

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

June 17, 2020

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, June 17, 2020, at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

President Vásquez called the meeting to order at 9:00 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; Don Smith, Director of Water Resources; 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. Ramae Ogilvie, Administrative Assistant was present by teleconference. General Counsel David Cosgrove was also present.

Other attendees: Special Counsel John Carter was present for agenda Item 16. Risa Baron of the San Diego County Water Authority was present by teleconference.

**3. PLEDGE OF ALLEGIANCE**

Director MacKenzie led the pledge of allegiance.

**4. APPROVAL OF AGENDA**

President Vásquez stated that agenda Item 16 would be taken out of sequence upon the arrival of Special Counsel John Carter at approximately 10:00 a.m. in order to accommodate Mr. Carter's schedule.

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|----------|--|
| 20-06-57 | <i>Upon motion by Director MacKenzie, seconded by Director Miller and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the agenda as presented.</i> |
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**5. ORAL COMMUNICATIONS**

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

**6. CONSENT CALENDAR**

Director of Engineering Randy Whitmann provided clarification regarding Consent Calendar Item 6.A stating that the only fees collected by the District related to the Quitclaim Deed are to recover the cost of reviewing the tract maps.

20-06-58 *Upon motion by Director Dorey, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the Consent Calendar, including Resolution No. 20-15 approving disbursements.*

A. Acknowledgement of Easements, Joint Use Agreement and Quitclaim Deed

See staff report attached hereto. Staff recommended and the Board acknowledged existing easements and accepted Joint Use Agreement over City of Oceanside right-of-way via Tract Map and accepted Quitclaim Deed (680) quitclaiming a portion of Specific Easement (M120) over a proposed City of Oceanside development known as Melrose + Oceanside, consisting of approximately 70.65 gross acres owned by USL2 Oceanside, L.P., located at the northeastern and northwestern corners of Melrose Drive and Oceanside Boulevard (LN 2020-006; APNs 159-090-51 and 161-030-19).

B. Annual contract for paving services

See staff report attached hereto. Staff recommended and the Board authorized the General Manager to enter into an agreement with Joe’s Paving, Inc. to provide paving services on District projects for Fiscal Year 2021 in an amount not to exceed \$600,000.

C. Minutes of Fiscal Policy Committee meeting on June 4, 2020

The Board noted and filed the minutes of the June 4, 2020 Fiscal Policy Committee.

D. Minutes of Board of Directors meeting on June 3, 2020

The minutes of June 3, 2020 were approved as presented.

E. Resolution ratifying check disbursements

**RESOLUTION NO. 20-15**

**BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 64509 through 64586 drawn on Union Bank totaling \$396,224.63.**

**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 17<sup>th</sup> day of June 2020.**

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**7. FISCAL YEAR 2021 BUDGET**

See staff report attached hereto.

General Manager Brett Hodgkiss provided an overview of the District’s Fiscal Year (FY) 2021 Budget. He stated that due to the financial uncertainty created by the COVID-19 pandemic (pandemic), a conservative approach was taken in preparing the FY 2021 Budget. Mr. Hodgkiss stated that the District relied on its experience during the last recession as well as Board recent action to project revenues; the

Revenue Budget was projected to decrease by about one percent. Mr. Hodgkiss noted that the projected three percent increase in the overall Operating Budget was primarily due to the higher costs of purchased water, obligations under current labor agreements and depreciation (uncontrollable costs). He stated that uncontrollable costs increased by approximately \$1.9 million; when adjusted for uncontrollable costs, the FY 2021 Operating Budget is over \$600,000 less than the FY 2020 Operating Budget.

Mr. Hodgkiss stated that the Capital Budget was proposed to decrease by 30 percent in an effort to reduce the drawdown of reserves during the pandemic. He explained that staff is proposing a two-phase approach to the Capital Budget with the first phase limiting capital expenditures to projects in progress and those necessary to support ongoing operations; approximately \$5.3 million in capital expenses that were proposed for the upcoming fiscal year were being deferred. In the second phase, the Board may consider adding items on the deferred list of capital expenses to the Capital Budget, if updated financial data supported doing so. Mr. Hodgkiss stated that once a decision is made regarding implementation of the annual water rate adjustment and more data is available to assess the financial impacts of the pandemic, staff would be able to update revenue and expense projections for FY 2021 and present their findings and recommendations to the Fiscal Policy Committee and then to the Board.

Mr. Hodgkiss stated that about \$600,000 of the District’s reserves will be used to fund the FY 2021 Budget. Director Dorey voiced concern about the District’s reserves, especially if the use of more reserves becomes necessary due to the pandemic and recession. Mr. Hodgkiss responded that the District has sufficient funds to cover the FY 2021 Budget shortfall in the short term. Director Sanchez commented on the various pressure points impacting the budget and suggested a future Board discussion regarding the District’s Reserve Policy and forecast strategies, perhaps later in the year when the Board reconsiders the deferred July 1, 2020 rate adjustment.

Mr. Hodgkiss stated that the District’s Main Replacement Program was not included in the FY 2021 Capital Budget; approximately \$2 million of the FY 2020 Main Replacement Program budget remains unspent and is proposed to be carried over to fund projects in FY 2021. He advised the Board that the proposed FY 2020 Capital Outlay Carryover will be presented for the Board’s consideration at its July 15, 2020 meeting.

President Vásquez thanked staff for its work on the Budget. Mr. Hodgkiss thanked the Fiscal Policy Committee for its work on the FY 2021 Budget and for its suggestion to include a summary of the principles and considerations that were taken into account during preparation of the budget. He also thanked staff, especially Director of Administration Marlene Kelleher, Finance Supervisor Shallako Goodrick and Finance Associate Farrokh Shahamiri for their hard work on preparing FY 2021 Budget.

|          |   |
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| 20-06-59 | <i>Upon motion by Director Miller, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors adopted the Fiscal Year 2021 Budget.</i> |
|----------|---|

**8. TRAINING REQUIREMENTS FOR DIRECTORS**

See staff report attached hereto.

Mr. Hodgkiss recalled that at its June 3, 2020 meeting, the Board directed staff to draft amendments to District Rules and Regulations Section 1.5.3 to include the legal requirement for agency officials to receive sexual harassment prevention training and education and the expectation for new directors to receive governance training. President Vásquez commented on the importance of Governance Training for new directors.

20-06-60 *Upon motion by Director Miller, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved amendments to the District's Rules and Regulations Section 1.5.3 to add the expectation for new directors to receive governance training, and to add by reference the legal requirement for sexual harassment prevention training.*

**9. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS ELECTION FOR THE SOUTHERN NETWORK, SEAT C**

See staff report attached hereto.

Director MacKenzie recommended that the Board cast its vote for the incumbent, Arlene Schafer.

20-06-61 *Upon motion by Director MacKenzie, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors cast the District's ballot in the CSDA Board of Directors election for the Southern Network, Seat C for Arlene Schafer of the Costa Mesa Sanitary District.*

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

See staff report attached hereto.

Director Miller reported that there was a special meeting of the San Diego County Water Authority (Water Authority) Engineering and Operations Committee the previous week in which the Water Authority Energy Program was discussed. Concerns were voiced regarding the amount of energy used by the Carlsbad Desalination Plant, which equates to 95 percent of the Water Authority's overall energy consumption. It was noted that the level of energy used by the plant is equal to the amount of energy used by the entire City of Encinitas, and the cost of power has been increasing each year at a rate that was higher than originally projected. The Engineering and Operations Committee has been tasked with finding a more affordable power solution.

Mr. Hodgkiss reported on Water Authority Member Agencies General Managers meeting he attended the previous day in which the bulk of the discussion centered on the Regional Conveyance Project (Project). The current analysis presented in the meeting shows that the net present value of the Project from 2045 to 2112 would be between \$1 and 18 billion cheaper than the cost to transport nearly 280,000 acre-feet of water from the Imperial Irrigation District via Metropolitan Water District over the same period. It was noted in the meeting that the Project construction cost is currently estimated to be between \$4.9 and 5.3 billion, not taking into consideration any potential cost savings derived from potential public/private partnerships. Mr. Hodgkiss stated that the Member Agencies General Managers group (Group) has requested that a third party consultant review the Project analysis and prepare a report to inform the Group of the potential financial impacts of the Project on member agencies; the consultant's final report will be provided to the Water Authority.

**16. CLOSED SESSION FOR CONFERENCE WITH LEGAL COUNSEL**

President Vásquez adjourned the meeting to closed session at 9:55 a.m. for a conference with legal counsel per Paragraph (1) of subdivision (d) of Government Code section 54956.9 to discuss the following pending litigation:

Case Name: Unspecified (disclosure would jeopardize settlement negotiations)

The meeting reconvened in open session at 10:29 a.m. President Vásquez declared that no reportable action had been taken.

Following the above discussion a brief break was taken from 10:29 a.m. to 10:36 a.m.

## **11. MEETINGS AND EVENTS**

See staff report attached hereto.

Director MacKenzie reported on her virtual attendance at a meeting of the Special District Leadership Foundation Board of Directors in which finances were discussed in light of the cancelled California Special Districts Association (CSDA) Conference. She also reported on her attendance at a meeting of the CSDA Membership Committee; it was noted that CSDA has 17 new members, and its retention rate was approximately 98 percent.

Director MacKenzie reported on the CSDA Board meeting she attended virtually in which the activities of the CSDA Membership Committee were reviewed as well as House Resolution 7073, a measure to amend the Social Security Act to include special districts in the coronavirus relief fund. The CSDA Board took action to reduce the membership dues increase from 4.5 percent to 2.5 percent.

Director MacKenzie reported on her virtual attendance at the California Local Agencies Formation Commission (CALAFCO) Legislative Committee meeting where Senate Bill (SB) 625 was discussed. SB 625 would dissolve the Board of Directors of Central Basin Municipal Water District (CBMWD) and require the Water Replenishment District of Southern California (WRD) to act as the receiver for CBMWD.

Director Sanchez reported on his virtual attendance at a meeting of the CSDA Professional Development Committee in which conferences and trainings that have been cancelled or transitioned to virtual events due to the pandemic were discussed. Some upcoming CSDA training opportunities include “Brown Act Compliance During the Pandemic”, “Responding to Coronavirus, the Human Resources Perspective”, “Collaborating Remotely” and “Accessing Federal Emergency Management Agency (FEMA) Public Assistance and Financing”.

Director Dorey stated that he plans to attend the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA) Board of Directors meeting that will be held virtually around the same time as the ACWA Conference in July. Director Dorey recalled that he was previously authorized to attend the Third Annual Western Groundwater Congress in September; however, because the conference is now scheduled to be a virtual event, he will not be participating.

## **12. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES**

See staff report attached hereto.

Mr. Hodgkiss recalled that the Board had requested to revisit the scheduling of a Lake Henshaw / Warner Ranch inspection tour for later in the year. Mr. Hodgkiss said that since conditions related to the pandemic have not changed and the public health orders are still in place for social distancing, he asked if the Board would still like a future agenda item to discuss scheduling a tour, or if the Board would prefer to cancel the tour for this year. The consensus of the Board was to cancel the tour for this year. The Board requested to be updated periodically (through photos and/or video) on the progress of the Warner Ranch Ditch Repair project.

**13. COMMENTS BY DIRECTORS**

None were presented.

**14. COMMENTS BY GENERAL COUNSEL**

Mr. Cosgrove advised the Board that SB 1386 passed through the Senate unanimously. This bill specifies that a property-related water service fee or charge may include the costs to construct, maintain, repair, or replace public hydrants attached to a water system, and the cost of water dispensed through public hydrants.

**15. COMMENTS BY GENERAL MANAGER**

Mr. Hodgkiss informed the Board about a water main break (on 8" Nipponite pipe) that occurred the previous night on Oak Drive in Vista; there was damage to the pavement, but no damage to any of the surrounding properties. Mr. Hodgkiss also wished President Vásquez a happy birthday, upcoming on June 21.

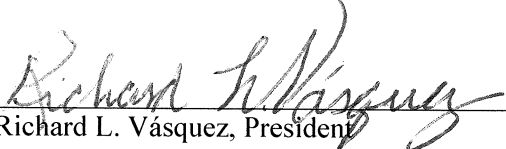
**17. CLOSED SESSION TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION—GENERAL MANAGER**

President Vásquez adjourned the meeting to closed session at 11:04 a.m. to conduct a performance evaluation of the General Manager, pursuant to Government Code section 54957.

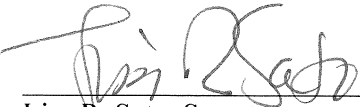
The meeting reconvened in open session at 11:48 a.m. President Vásquez declared that no reportable action had been taken.

**18. ADJOURNMENT**

There being no further business to come before the Board, at 11:49 a.m., President Vásquez adjourned the meeting.

  
Richard L. Vásquez, President

ATTEST:

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



## STAFF REPORT

Agenda Item: 6.A

|                     |                |
|---------------------|----------------|
| Board Meeting Date: | June 17, 2020  |
| Prepared By:        | Matt Atteberry |
| Reviewed By:        | Randy Whitmann |
| Approved By:        | Brett Hodgkiss |

**SUBJECT:** ACKNOWLEDGEMENT OF EASEMENTS, JOINT USE AGREEMENT AND QUITCLAIM DEED

**RECOMMENDATION:** Acknowledge existing easements and accept Joint Use Agreement over City of Oceanside right-of-way via Tract Map and accept Quitclaim Deed (680) quitclaiming a portion of Specific Easement (M120) over a proposed City of Oceanside development known as Melrose + Oceanside, consisting of approximately 70.65 gross acres owned by USL2 Oceanside, L.P., located at the northeastern and northwestern corners of Melrose Drive and Oceanside Boulevard (LN 2020-006; APNs 159-090-51 and 161-030-19).

**PRIOR BOARD ACTION:** None.

**FISCAL IMPACT:** None.

**SUMMARY:** The District currently has multiple easements encumbering the project that overlap City of Oceanside (Oceanside) right-of-way that are identified on the Tract Map, and a Joint Use Agreement (JUA) between the District and Oceanside is required by Oceanside to define each party's rights. The owner is also requesting that a small portion of Specific Easement (M120) be quitclaimed. Acknowledgement of the easements and acceptance of the JUA and Quitclaim will allow the owner to record the map with the County Recorder and proceed with the development of their project.

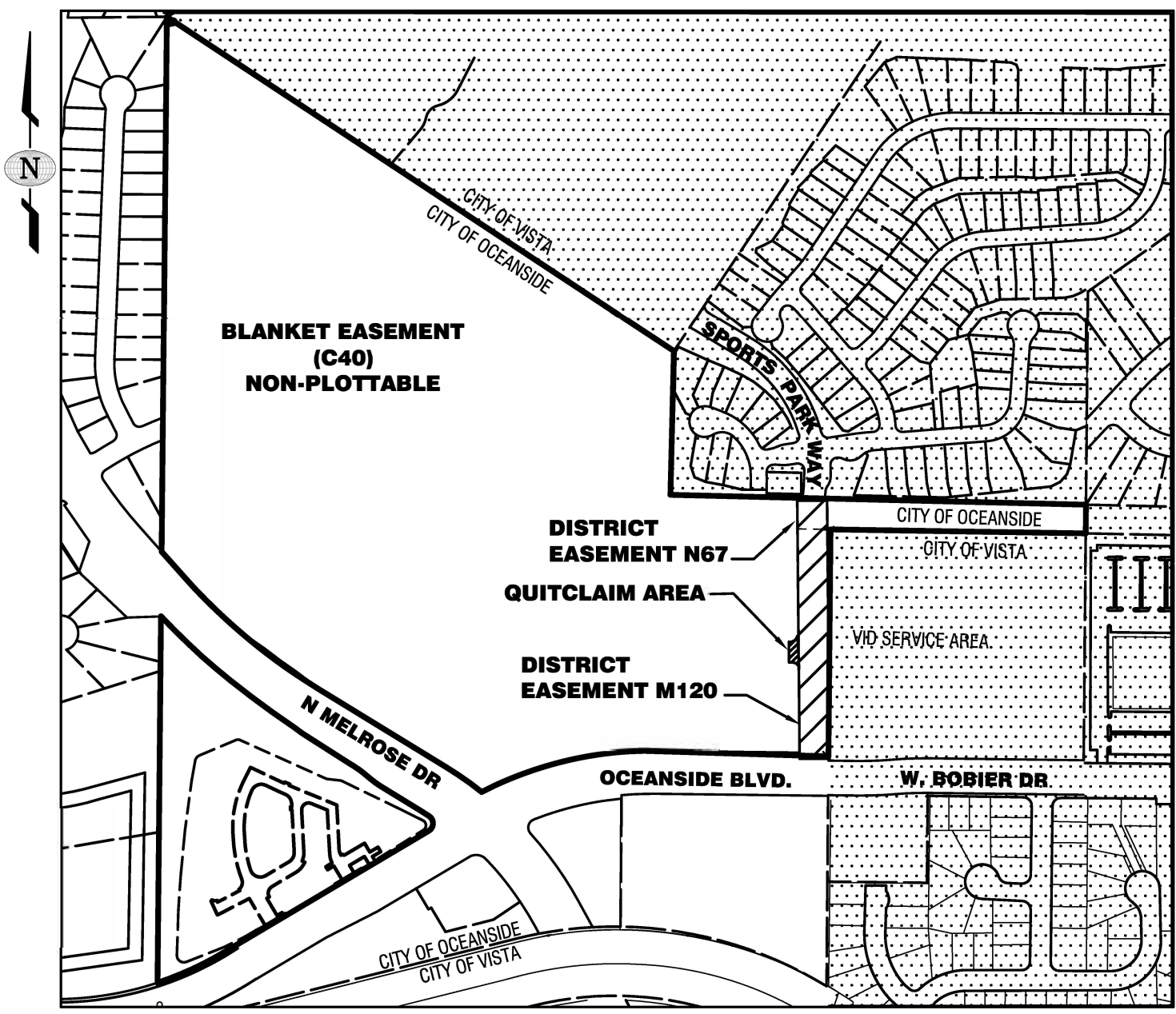
**DETAILED REPORT:** The proposed Melrose + Oceanside project is located on a 70.65-acre vacant property at the northeastern and northwestern corners of Melrose Drive and Oceanside Boulevard in Oceanside, located adjacent to the District's service area. The owner, USL2 Oceanside, L.P., is in the process of developing this mixed-use project consisting of 33 single-family homes, 268 townhome units and a two-story, 20,000 square foot commercial building. The project will also provide 34.11 acres of permanent open space, and water service will be provided by Oceanside.

Blanket Easement (C40) and Specific Easements (M120) and (N67) encumber the project and overlap Sports Park Way, North Melrose Drive and Oceanside Boulevard public right-of-way; Oceanside is requiring a JUA on the Tract Map. District staff and legal counsel have reviewed Oceanside's standard JUA language and modified it on the Tract Map to protect and reflect the District's prior rights.

The District has an existing pipeline within and Specific Easements (M120) and (N67) over Sports Park Way. The owner has requested that the District quitclaim a portion of Specific Easement (M120) over a future driveway onto the project. There are no existing or planned facilities within this area; therefore, the requested easement area is no longer needed.

Acknowledgement and acceptance of these items will allow the owners to proceed with the development of the Melrose + Oceanside project.

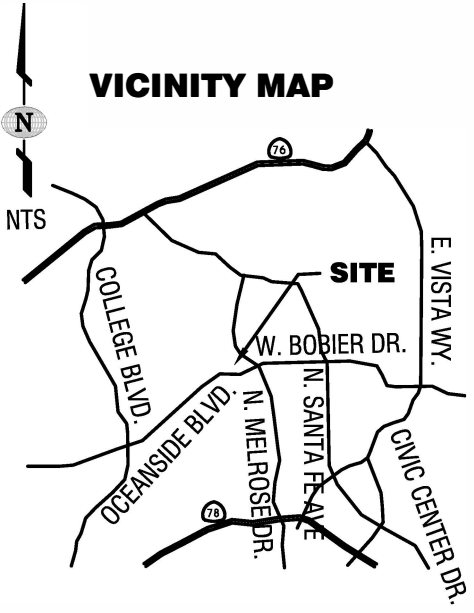
**ATTACHMENT:** Map



**LEGEND**

-  = **JOINT USE AGREEMENT W/ CITY OF OCEANSIDE**
-  = **QUITCLAIM AREA**

**VICINITY MAP**



**ENGINEER**  
 HUNSAKER & ASSOC.  
 9707 WAPLES ST.  
 SAN DIEGO, CA 92121  
 (858) 558-4500

**OWNER**  
 USL2 OCEANSIDE, L.P.  
 100 WAUGH DR. #600  
 HOUSTON, TX 77007  
 (760) 918-6768

|   |                   |      |
|---|-------------------|------|
| <b>VISTA IRRIGATION DISTRICT</b>  |                   |      |
| <b>MELROSE + OCEANSIDE</b>  |                   |      |
| AKNOWLEDGEMENT OF EASEMENT, JOINT USE AGREEMENT & QUITCLAIM                       |                   |      |
| APN: 159-090-51 & 161-030-19  | T.B. 1087 F3 & F4 |      |
| SCALE: NTS  | L.N. 2020-006     |      |
| APPD. BY MA   | DATE 06/03/2020   | W.O. |
| DRAWN BY PD   | DATE 06/03/2020   |      |
| SHEET 1 OF 1  | MAP D10           |      |
| REVISED:  |                   |      |
| PATH: Z:\Engineering\JOBS\LN-Jobs\LN2020\LN 2020-006 Melrose & Oceanside Blvd\Map |                   |      |





## STAFF REPORT

Agenda Item: 6.B

**Board Meeting Date:** June 17, 2020  
**Prepared By:** Frank Wolinski  
**Approved By:** Brett Hodgkiss

**SUBJECT:** ANNUAL CONTRACT FOR PAVING SERVICES

**RECOMMENDATION:** Authorize the General Manager to enter into an agreement with Joe's Paving, Inc. to provide paving services on District projects for Fiscal Year 2021 in an amount not to exceed \$600,000.

**PRIOR BOARD ACTION:** None.

**FISCAL IMPACT:** This contract is proposed for an amount not to exceed \$600,000.

**SUMMARY:** The District advertised and solicited bids from licensed contractors to perform paving services throughout the District's service area. In response, the District received five qualified bids. Joe's Paving, Inc. responded with the lowest bid.

**DETAILED REPORT:** Annually, the District generates approximately 20,000 square feet of patch paving and requires pavement restoration services for over two miles of trench line to support the mainline replacement program. In May 2020, the District advertised and solicited bids from 12 contractors to perform asphalt repair services for patch paving and mainline replacement projects; contractors were required to bid on paving in incremental amounts as well as provide pricing for seal coating, striping, signage, curb and berm and other related services. The District received responsive bids from Frank and Son Paving, Inc., Joe's Paving, Inc., Kirk Paving, Inc., LC Paving, Inc. and SealRight Paving, Inc.; Joe's Paving, Inc. responded with the lowest overall bid based on price per square foot for patch paving and trench restoration services.

Vista Irrigation District boundaries include City of Vista and portions of the cities of San Marcos, Escondido, Oceanside, and unincorporated areas of San Diego County. The contractor will be expected to comply with all paving standards as established under the appropriate governing agency's requirements.

**ATTACHMENT:** Bid Summary

**BID SUMMARY**  
**Paving Services**

| <b>Asphalt Base Paving (Patch Paving)</b>                                |  |              |           |             |           |            |             |
|--|--|--------------|-----------|-------------|-----------|------------|-------------|
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 1  | 1 - 500 Square Feet  | \$5.00       | \$12.00   | \$20.50     | \$7.25    | \$6.50     | Per Sq. Ft. |
| 2  | 501 - 1,000 Square Feet                                      | \$4.50       | \$10.50   | \$11.30     | \$7.54    | \$6.45     | Per Sq. Ft. |
| 3  | 1,001 - 2,000 Square Feet                                    | \$4.00       | \$10.25   | \$6.75      | \$7.80    | \$6.40     | Per Sq. Ft. |
| 4  | Additional Asphalt replacement 1" depth                      | \$0.75       | \$1.30    | \$1.50      | \$0.65    | \$2.50     | Per Sq. Ft. |
| <b>Grind and Cap (Patch Paving)</b>                                      |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 5  | 2 - 1,000 Square Feet  | \$3.65       | \$10.00   | \$17.50     | \$4.25    | \$9.50     | Per Sq. Ft. |
| 6  | 1,001 - 2,500 Square Feet                                    | \$3.50       | \$8.75    | \$6.25      | \$3.75    | \$9.45     | Per Sq. Ft. |
| 7  | 2,501 - 4,000 Square Feet                                    | \$3.00       | \$7.00    | \$4.10      | \$3.07    | \$9.40     | Per Sq. Ft. |
| <b>Mobilization Fee</b>  |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 8  | 1 - 1,000 Square Feet  | \$0.75       | \$1.00    | \$2.50      | \$3.00    | \$6.50     | Per Sq. Ft. |
| 9  | 1,001 - 2,000 Square Feet                                    | \$0.75       | \$0.75    | \$1.50      | \$2.75    | \$5.55     | Per Sq. Ft. |
| <b>Asphalt Base Paving (Mainline Replacement - single mobilization)</b>  |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 10   | 2,001 - 4,000 Square Feet                                    | \$5.50       | \$9.50    | \$6.15      | \$6.67    | \$6.00     | Per Sq. Ft. |
| 11   | ≥ 4,001 Square Feet  | \$4.50       | \$8.40    | \$4.25      | \$5.20    | \$5.75     | Per Sq. Ft. |
| <b>Grind and Cap (Mainline Replacement - single mobilization w/base)</b> |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 12   | 2,001 - 4,000 Square Feet                                    | \$1.80       | \$6.00    | \$6.40      | \$2.95    | \$4.50     | Per Sq. Ft. |
| 13   | ≥ 4,001 Square Feet  | \$1.60       | \$5.00    | \$4.75      | \$2.84    | \$4.75     | Per Sq. Ft. |
| <b>Asphalt Base Paving (Mainline Replacement - phase I)*</b>             |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 14   | 2,001 - 4,000 Square Feet                                    | \$5.50       | \$13.73   | \$6.65      | \$10.57   | \$8.50     | Per Sq. Ft. |
| 15   | ≥ 4,001 Square Feet  | \$4.90       | \$9.00    | \$6.65      | \$6.86    | \$8.40     | Per Sq. Ft. |
| <b>Grind and Cap (Mainline Replacement - phase II)</b>                   |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 16   | 2,001 - 4,000 Square Feet                                    | \$2.80       | \$6.25    | \$6.40      | \$5.11    | \$4.25     | Per Sq. Ft. |
| 17   | ≥ 4,001 Square Feet  | \$2.50       | \$5.25    | \$4.75      | \$3.60    | \$4.50     | Per Sq. Ft. |
| <b>Remove and Replace (Mainline Replacement)</b>                         |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 18   | 1 - 1000 Square Feet   | \$5.00       | \$11.00   | \$19.75     | \$11.00   | \$8.00     | Per Sq. Ft. |
| 19   | 1,001 - 2,000 Square Feet                                    | \$4.60       | \$10.75   | \$7.50      | \$8.20    | \$7.95     | Per Sq. Ft. |
| 20   | ≥ 2,001 Square Feet  | \$4.20       | \$10.75   | \$7.50      | \$8.00    | \$7.90     | Per Sq. Ft. |
| <b>Additional Items (Mainline Replacement)</b>                           |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 21   | Additional Asphalt replacement 1" depth                      | \$0.75       | \$1.50    | \$1.50      | \$0.99    | \$1.75     | Per Sq. Ft. |
| 22   | Flag-person (using Contractor owned materials and equipment) | \$65.00      | \$75.00   | \$135.00    | \$130.00  | \$85.00    | Per Hour    |
| 23   | Project Coordinator (Job Walk)                               | \$50.00      | \$10.00   | \$65.00     | \$150.00  | \$70.00    | Per Hour    |
| <b>Seal Coat</b>   |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 24   | 1 - 1000 Square Feet   | \$5.00       | \$31.05   | \$16.00     | \$0.99    | \$1.50     | Per Sq. Ft. |
| 25   | 1,001 - 2,000 Square Feet                                    | \$5.00       | \$15.50   | \$8.00      | \$0.39    | \$1.50     | Per Sq. Ft. |
| 26   | ≥ 2,001 Square Feet  | \$4.50       | \$15.50   | \$3.50      | \$0.29    | \$1.15     | Per Sq. Ft. |
| <b>Berm and Curb</b>   |  |              |           |             |           |            |             |
| Item   |  | Joe's Paving | LC Paving | Kirk Paving | SealRight | F&S Paving |             |
| 27   | 3" - 6" Rolled Asphalt Berm                                  | \$4.50       | \$30.00   | \$20.00     | \$15.00   | \$5.00     | Per Ln. Ft. |
| 28   | 6" Machined Asphalt Curb                                     | \$7.50       | \$25.00   | \$30.00     | \$19.25   | \$9.25     | Per Ln. Ft. |

\*Per County of San Diego SDRSD 24A/B (Type D-Phase I/II)

**BID SUMMARY**  
**Paving Services**

| <b>Striping</b>            |                                    |              |           |             |            |            |             |
|----------------------------|------------------------------------|--------------|-----------|-------------|------------|------------|-------------|
| Item                       |                                    | Joe's Paving | LC Paving | Kirk Paving | SealRight  | F&S Paving |             |
| 29                         | Painted Striping                   | \$2.25       | \$247.00  | \$50.00     | \$11.50    | \$3.25     | Per Ln. Ft. |
| 30                         | Painted Lane Striping              | \$2.00       | \$246.00  | \$35.00     | \$11.50    | \$3.25     | Per Ln. Ft. |
| 31                         | Thermoplastic Striping             | \$5.00       | \$248.00  | \$65.00     | \$34.50    | \$8.50     | Per Ln. Ft. |
| 32                         | Thermoplastic Lane Striping        | \$5.00       | \$246.80  | \$65.00     | \$34.50    | \$8.50     | Per Ln. Ft. |
| 33                         | Pavement Markers/reflectors        | \$5.00       | \$248.00  | \$12.00     | \$28.75    | \$12.00    | Each        |
| <b>Signage</b>             |                                    |              |           |             |            |            |             |
| Item                       |                                    | Joe's Paving | LC Paving | Kirk Paving | SealRight  | F&S Paving |             |
| 34                         | Painted Intersection Marking       | \$125.00     | \$325.00  | \$90.00     | \$201.00   | \$125.00   | Each        |
| 35                         | Thermoplastic Intersection Marking | \$500.00     | \$400.00  | \$275.00    | \$316.00   | \$125.00   | Each        |
| <b>Traffic Loops</b>       |                                    |              |           |             |            |            |             |
| Item                       |                                    | Joe's Paving | LC Paving | Kirk Paving | SealRight  | F&S Paving |             |
| 36                         | Traffic Control Loop Repair        | \$1,050.00   | \$850.00  | \$1,600.00  | \$1,200.00 | \$3,500.00 | Each        |
| 37                         | Cyclist Control Loop               | \$900.00     | \$850.00  | \$1,600.00  | \$1,200.00 | \$3,500.00 | Each        |
| <b>Additional Services</b> |                                    |              |           |             |            |            |             |
| Item                       |                                    | Joe's Paving | LC Paving | Kirk Paving | SealRight  | F&S Paving |             |
| 38                         | Asphalt compaction test            | \$600.00     | \$250.00  | \$2,250.00  | \$1,950.00 | \$3,500.00 | Each        |



## Cash Disbursement Report

Payment Dates 05/21/2020 - 06/03/2020

| Payment Number | Payment Date | Vendor                       | Description                                       | Amount   |
|----------------|--------------|------------------------------|---|----------|
| 64509-64514    | 06/03/2020   | Refund Checks 64509-64514    | Customer Refunds                                  | 5,850.90 |
| 64515-64517    | 06/03/2020   | Refund Checks 64515-64517    | Customer Refunds                                  | 2,834.64 |
| 64518          | 06/03/2020   | Airgas USA LLC               | Hazmat Charge                                     | 33.63    |
|                | 06/03/2020   |                              | Lincoln Ranger 330MPX Welder/Generator            | 6,520.09 |
| 64519          | 06/03/2020   | Escondido Metal Supply       | Flat Bar  | 16.87    |
|                | 06/03/2020   |                              | Sheet Metal                                       | 226.19   |
| 64520          | 06/03/2020   | Amazon Capital Services      | Cleaning Supplies - COVID 19                      | 75.76    |
|                | 06/03/2020   |                              | Jumper Cables - Truck 79                          | 69.27    |
|                | 06/03/2020   |                              | Hand Sanitizers, Funnels COVID 19                 | 69.32    |
|                | 06/03/2020   |                              | Wheel Castors                                     | 24.90    |
|                | 06/03/2020   |                              | Tape Measures (2)                                 | 35.84    |
|                | 06/03/2020   |                              | Disposable Boot & Shoe Covers (100 Pair)          | 37.85    |
|                | 06/03/2020   |                              | Rubber Feet for Concrete Saw                      | 83.50    |
|                | 06/03/2020   |                              | Socket Set - Truck 65                             | 41.01    |
|                | 06/03/2020   |                              | Zirconia Flap Disc (10)                           | 36.86    |
|                | 06/03/2020   |                              | Flap Disc, Hand Cream, Sunscreen Spray            | 218.28   |
| 64521          | 06/03/2020   | AT&T                         | 3680/CALNET3 04/13/20 - 05/12/20 Phones           | 383.14   |
|                | 06/03/2020   |                              | 0230/CALNET3 04/13 - 05/12/30 Teleconference      | 24.77    |
| 64522          | 06/03/2020   | Auto Specialist Warehouse    | Rear Brake Pads - Truck 33                        | 73.18    |
| 64523          | 06/03/2020   | Basic pacific                | Flexible Spending Service/Cobra 05/2020           | 308.00   |
| 64524          | 06/03/2020   | Boot Barn Inc                | Footwear Program                                  | 180.00   |
| 64525          | 06/03/2020   | Cecilia's Safety Service Inc | Traffic Control - Goodwin Dr/Rancho Corte         | 1,045.00 |
|                | 06/03/2020   |                              | Traffic Control - Nordahl Rd                      | 3,325.00 |
|                | 06/03/2020   |                              | Traffic Control - York Dr/Montgomery Dr           | 1,330.00 |
|                | 06/03/2020   |                              | Traffic Control/Civic Center & Pala Vista Dr      | 5,605.00 |
|                | 06/03/2020   |                              | Traffic Control - Nordahl Rd                      | 570.00   |
|                | 06/03/2020   |                              | Traffic Control - York Dr                         | 3,372.50 |
| 64526          | 06/03/2020   | Citi Cards                   | Kitchen & Building Supplies                       | 307.27   |
|                | 06/03/2020   |                              | Dog Biscuits for Meter Reader Use                 | 17.31    |
|                | 06/03/2020   |                              | Splashtop Software for Remote Support for Henshaw | 60.00    |
|                | 06/03/2020   |                              | GFI FaxMaker Online Service                       | 12.75    |
|                | 06/03/2020   |                              | Cloud Base Phone System Service - COVID 19        | 374.30   |

| Payment Number | Payment Date | Vendor                              | Description                                     | Amount   |
|----------------|--------------|-------------------------------------|---|----------|
| 64527          | 06/03/2020   | City of Vista                       | Permit Fees 01/2020 - 03/2020                   | 5,753.76 |
| 64528          | 06/03/2020   | Core & Main                         | Push on Ell's                                   | 2,147.57 |
|                | 06/03/2020   |                                     | Lid 8" Slotted Valve (VID) (150)                | 3,458.60 |
| 64529          | 06/03/2020   | County of San Diego                 | Permit Fees 03/2020                             | 6,680.20 |
|                | 06/03/2020   |                                     | Permit Fees 04/2020                             | 2,697.10 |
| 64530          | 06/03/2020   | Craneworks Southwest Inc            | Hydraulic Hoses - B12                           | 95.40    |
|                | 06/03/2020   |                                     | Crane Cable - Truck 21                          | 68.68    |
| 64531          | 06/03/2020   | Diamond Environmental Services      | Portable Restroom Service                       | 114.70   |
|                | 06/03/2020   |                                     | Portable Restroom Service                       | 84.39    |
|                | 06/03/2020   |                                     | Portable & Stationary Restroom Service          | 357.25   |
| 64532          | 06/03/2020   | Digital Deployment, Inc             | Website Hosting, Maintenance & Support          | 300.00   |
| 64533          | 06/03/2020   | DIRECTV                             | Direct TV Service                               | 102.24   |
| 64534          | 06/03/2020   | EDCO Waste & Recycling Services Inc | Trash & Recycle 05/2020                         | 233.87   |
| 64535          | 06/03/2020   | Eurofins Eaton Analytical Inc       | Lab Testing -UCMR4 RD-11d                       | 800.00   |
|                | 06/03/2020   |                                     | Lab Testing - UCMR 4 RD-11c                     | 800.00   |
|                | 06/03/2020   |                                     | Suitability Testing                             | 497.00   |
| 64536          | 06/03/2020   | Ferguson Waterworks                 | Bushing 2x1 Brass (4)                           | 40.27    |
|                | 06/03/2020   |                                     | Nozzle 1.5" Fire Hose (1)                       | 15.16    |
|                | 06/03/2020   |                                     | Plug 2" Threaded Brass (4)                      | 29.01    |
|                | 06/03/2020   |                                     | Coupling 8" Deflection C900 (7)                 | 504.66   |
|                | 06/03/2020   |                                     | Tubing 2" Copper Soft 20' (20)                  | 242.26   |
|                | 06/03/2020   |                                     | Adapter 6" DI POxFL (1)                         | 89.63    |
|                | 06/03/2020   |                                     | Flange 6" SOW 8-hole (4)                        | 93.74    |
|                | 06/03/2020   |                                     | Adapter 2" Copper x MIP (12)                    | 155.88   |
|                | 06/03/2020   |                                     | Tee 8" DI POxFL (1)                             | 220.96   |
|                | 06/03/2020   |                                     | Ball Meter Valve 2" FLG X FIP DD & Lockwing (7) | 1,908.01 |
|                | 06/03/2020   |                                     | Sleeve 8"x12" Galvanized Top Sections (75)      | 698.21   |
|                | 06/03/2020   |                                     | Air Vent 1" ARI Combination Valve (3)           | 613.78   |
|                | 06/03/2020   |                                     | Reducer 6x4 DI FL (1)                           | 75.99    |
| 64537          | 06/03/2020   | Fleet Pride                         | Pintle Hitch Gauges                             | 271.09   |
|                | 06/03/2020   |                                     | Choke Blocks/Brake Cleaner                      | 108.84   |
|                | 06/03/2020   |                                     | Exam Gloves (COVID 19)                          | 134.23   |
|                | 06/03/2020   |                                     | Steel Wheel, Gloves                             | 109.10   |
| 64538          | 06/03/2020   | Advance Lift Services               | Inspection of Garage Lifts & Hydraulic Ram      | 1,495.47 |
| 64539          | 06/03/2020   | Freeway Trailer Sales               | Fenders (2) - T23                               | 157.21   |
| 64540          | 06/03/2020   | Glennie's Office Products Inc       | Office Supplies                                 | 29.16    |

| Payment Number | Payment Date | Vendor                             | Description                                 | Amount    |
|----------------|--------------|------------------------------------|---|-----------|
|                | 06/03/2020   |                                    | Cleaning Wipes - COVID 19                   | 59.48     |
|                | 06/03/2020   |                                    | Hand Sanitizer - COVID 19                   | 75.67     |
|                | 06/03/2020   |                                    | Hand Sanitizer - COVID 19                   | 207.84    |
|                | 06/03/2020   |                                    | Office Supplies                             | 105.01    |
| 64541          | 06/03/2020   | Grainger                           | Warehouse Supplies                          | 156.14    |
| 64542          | 06/03/2020   | Hawthorne Machinery Co             | Battery Cores (2) - Truck 28                | (10.78)   |
|                | 06/03/2020   |                                    | Batteries (2) - Truck 28                    | 309.95    |
| 64543          | 06/03/2020   | Horton Knox Carter & Foote LLP     | Legal Services 06/2020                      | 12,000.00 |
| 64544          | 06/03/2020   | HP Inc                             | Getac V110 Rugged laptop                    | 2,720.14  |
| 64545          | 06/03/2020   | HUB Construction Specialties       | Throttle Lever/Cable Assemblies             | 601.89    |
| 64546          | 06/03/2020   | Jackson & Blanc                    | Diagnose HVAC Chiller Alarm                 | 170.00    |
| 64547          | 06/03/2020   | Lawnmowers Plus Inc                | Weed Whip String                            | 169.34    |
| 64548          | 06/03/2020   | Lennar Homes of California, Inc    | Refund Inspection/As-Built Deposits         | 6,068.00  |
| 64549          | 06/03/2020   | Lennar Homes of California, Inc    | Refund Inspection/As-Built Deposits         | 44,680.00 |
| 64550          | 06/03/2020   | Leon Perrault Trucking & Materials | Trucking & Material 04/2020                 | 1,982.50  |
| 64551          | 06/03/2020   | Liebert Cassidy Whitmore           | Webinar                                     | 75.00     |
| 64552          | 06/03/2020   | Lightning Messenger Express        | Messenger Service 5/8/20 & 5/15/20          | 105.00    |
| 64553          | 06/03/2020   | Moodys                             | Dump Fees (2)                               | 400.00    |
|                | 06/03/2020   |                                    | Dump Fees (2)                               | 400.00    |
| 64554          | 06/03/2020   | MRC, Smart Technology Solutions    | Managed Print Services                      | 529.34    |
| 64555          | 06/03/2020   | Mutual of Omaha                    | LTD/STD/Life Insurance 06/2020              | 7,112.11  |
| 64556          | 06/03/2020   | NAPA Auto Parts                    | Battery Hold Down Bracket - Truck 5         | 13.51     |
|                | 06/03/2020   |                                    | "Gas" Decals                                | 13.48     |
|                | 06/03/2020   |                                    | Marker Lamp, D-Rings                        | 64.90     |
|                | 06/03/2020   |                                    | Tire Dolly                                  | 139.64    |
| 64557          | 06/03/2020   | North County Auto Parts            | Electrical Connection/Bulb Grease (3)       | 15.39     |
|                | 06/03/2020   |                                    | Shocks (2) - Truck 65                       | 234.38    |
|                | 06/03/2020   |                                    | Supplies - Garage Chemicals, Wiper Blades   | 36.81     |
|                | 06/03/2020   |                                    | Rear Brake Calipers & Pads - Truck 11       | 376.88    |
| 64558          | 06/03/2020   | North County Industrial Park       | Association Fees 06/2020                    | 992.23    |
| 64559          | 06/03/2020   | North County Industrial Park       | Association Fees 05/2020                    | 879.30    |
| 64560          | 06/03/2020   | Pacific Pipeline Supply            | Support Stands (3)                          | 190.97    |
| 64561          | 06/03/2020   | Pollardwater                       | Debris Caps (12)                            | 813.99    |
| 64562          | 06/03/2020   | Prestige Analytics                 | Risk & Resiliency Assessment                | 19,800.00 |
| 64563          | 06/03/2020   | R & R Controls Inc                 | HVAC Management System Parts/Power Supplies | 5,719.00  |
| 64564          | 06/03/2020   | Ramco Petroleum                    | Fuel 04/2020 - Henshaw                      | 1,676.32  |

| Payment Number | Payment Date | Vendor   | Description                                     | Amount     |
|----------------|--------------|--|---|------------|
| 64565          | 06/03/2020   | Pacific Waterjet                                 | Saw Cut Plates (3)                              | 1,746.75   |
| 64566          | 06/03/2020   | Richard Brady & Associates, Inc                  | HB Reservoir Rehabilitation 04/2020             | 192,843.00 |
| 64567          | 06/03/2020   | Ruby Slipper Shoes & Repair                      | Footwear Repair                                 | 30.00      |
| 64568          | 06/03/2020   | Volvo Construction Equipment & Services          | Digging Teeth - E1                              | 465.26     |
| 64569          | 06/03/2020   | San Diego Gas & Electric                         | Electric 05/2020 - Henshaw Buildings & Ground   | 474.03     |
|                | 06/03/2020   |  | Electric 05/2020 - Henshaw Wellfield            | 11,088.20  |
|                | 06/03/2020   |  | Electric 05/2020 - Dam House                    | 93.05      |
|                | 06/03/2020   |  | Electric 05/2020 - Warner Ranch House           | 44.62      |
| 64570          | 06/03/2020   | Shallako Goodrick                                | Spray Bottles for Cleaning (230) - COVID 19     | 208.71     |
| 64571          | 06/03/2020   | Shred-it USA LLC                                 | Shredding Services                              | 129.79     |
| 64572          | 06/03/2020   | Southern Counties Lubricants, LLC                | Fuel 05/01/20 - 05/15/20                        | 4,378.80   |
| 64573          | 06/03/2020   | Sunbelt Rentals                                  | Trash Hopper Rental                             | 634.33     |
|                | 06/03/2020   |  | Scaffolding Rental for "A" Reservoir            | 233.80     |
| 64574          | 06/03/2020   | Sunrise Materials Inc                            | Geo-Grip Material                               | 487.13     |
| 64575          | 06/03/2020   | Tegriscap Inc                                    | Landscape Maintenance 05/2020                   | 1,787.00   |
| 64576          | 06/03/2020   | Ditch Witch West                                 | High Pressure Oscillating Waterjet, Rebuild Kit | 406.92     |
| 64577          | 06/03/2020   | Midas Service Experts                            | Tire - T23                                      | 142.97     |
| 64578          | 06/03/2020   | TS Industrial Supply                             | Utility Knife Gray (5)                          | 43.03      |
|                | 06/03/2020   |  | Sea Electrical Tape (10)                        | 10.39      |
|                | 06/03/2020   |  | 3" Paint Brush (12)                             | 12.73      |
|                | 06/03/2020   |  | Max Earplug Uncorded (#Max - 1) (1)             | 31.93      |
|                | 06/03/2020   |  | Box of Wood Wedges (2" x 4" x 12") (90)         | 126.65     |
|                | 06/03/2020   |  | Box of Rags (50 lb Color Knit Rags ) (1)        | 47.09      |
|                | 06/03/2020   |  | Marking Paint Pink #229 (12)                    | 48.58      |
|                | 06/03/2020   |  | Marking Paint White #207 (12)                   | 48.58      |
|                | 06/03/2020   |  | Sling Lifting 2"x6' Heavy Duty (2)              | 45.90      |
|                | 06/03/2020   |  | Knee pad with Velcro (2)                        | 34.42      |
|                | 06/03/2020   |  | Towel Scrub in a Bucket (5)                     | 90.66      |
|                | 06/03/2020   |  | Towel Wypall X80 (10)                           | 349.65     |
|                | 06/03/2020   |  | Blade 14" Diamond Concrete (4)                  | 897.18     |
|                | 06/03/2020   |  | Strap 1"x12' Ratchet (6)                        | 90.93      |
| 64579          | 06/03/2020   | Underground Service Alert of Southern California | DigAlert New Tickets 05/2020                    | 402.70     |
|                | 06/03/2020   |  | Dig Safe Board Fees 05/2020                     | 220.93     |
| 64580          | 06/03/2020   | UniFirst Corporation                             | Uniform Service                                 | 348.24     |
| 64581          | 06/03/2020   | Verizon Wireless                                 | Air Cards 04/13/20 - 05/12/20                   | 114.03     |
|                | 06/03/2020   |  | Cell Phones 04/16/20 - 05/15/20                 | 1,420.39   |

| Payment Number      | Payment Date | Vendor                                  | Description                             | Amount            |
|---------------------|--------------|---|---|-------------------|
| 64582               | 06/03/2020   | Vista Brake & Smog                      | Tire (1) - Truck 28                     | 422.76            |
| 64583               | 06/03/2020   | Vortex Industries Inc                   | Preventive Maintenance of Roll-up Doors | 863.00            |
| 64584               | 06/03/2020   | Vulcan Materials Company and Affiliates | Cold Mix                                | 1,993.75          |
| 64585               | 06/03/2020   | Weseloh Chevrolet                       | Window Crank Handle - Truck 51          | 19.08             |
| 64586               | 06/03/2020   | Xerox Corporation                       | Xerox Service & Supplies                | 117.69            |
| <b>Grand Total:</b> |              |   |   | <b>396,224.63</b> |





**FISCAL POLICY  
COMMITTEE REPORT**

**Agenda Item: 7**

**Board Meeting Date:**  
**Prepared By:**

**June 17, 2020**  
**Dirs. Vásquez & Sanchez**

SUBJECT: FISCAL YEAR 2021 BUDGET

RECOMMENDATION: Adopt the Fiscal Year 2021 Budget

PRIOR COMMITTEE ACTION: On June 4, 2020, the Fiscal Policy Committee reviewed and recommended that draft Fiscal Year 2021 budget be presented to the Board for adoption.

FISCAL IMPACT: The draft Budget projects revenues of \$53,465,500, operating expenses of \$48,250,000 and capital outlay of \$5,800,000. Revenues are projected at approximately \$334,000 less than the previous year's budget. Operating expenses are about \$1.3 million higher than in the previous year's budget primarily due to increases in the cost of purchased water paid directly to the San Diego County Water Authority and the cost of labor and benefits per the terms of current labor agreements. Capital outlay is nearly \$2.5 million lower than in the previous year's budget. About \$600,000 of the District's reserves will be used to fund the Fiscal Year 2021 Budget.

SUMMARY: The draft Budget projects water sales of 15,900 acre feet; 13,782 acre feet of water is projected to be purchased from the San Diego County Water Authority and 3,118 acre feet of local water is projected to come from Lake Henshaw. Local water production is budgeted based on a 10-year rolling average.

The Revenue Budget is projected to decrease by about 1% as a result of the financial impacts of the COVID-19 pandemic on fees, development related charges, such as capacity fees and interest rates; fee related revenue accounts have been adjusted based on the District's experience during the recession occurring 2008 through 2011. The Operating Budget is projected to increase by about 3% primarily as a result of inflationary adjustments made to labor and benefit costs (per the terms of current labor agreements) and the higher cost of purchased water.

The Capital Budget is projected to decrease by 30% to \$5,800,000. To reduce the drawdown of reserves during the COVID-19 pandemic, staff proposes to limit capital expenditures to projects in progress and those necessary to support ongoing operations; a list of proposed deferred capital expenditures has been included for reference. Approximately 97% of the Capital Budget is designated for necessary water-related and infrastructure improvement projects; the majority of other Capital Budget items are vehicles/construction equipment needed to support to the ongoing Mainline Replacement Program and infrastructure maintenance and repair work.

DETAILED REPORT: Based on the economic uncertainty created by the COVID-19 pandemic, staff is recommending a two-phase Capital Budget review process for Fiscal Year 2021. The first phase would include consideration of a limited Capital Budget as part of the Fiscal Year 2021 Budget review and approval process. The second phase would include consideration of adding items included on the deferred list of capital expenditures to the Capital Budget for Fiscal Year 2021, if updated financial data supports doing so.

Once a decision is made regarding the implementation of the annual water rate adjustment and more data is available to assess the projected financial impacts of the COVID-19 pandemic, staff will be able to update revenue and expense projections for the upcoming fiscal year. Upon completion, staff's updated financial outlook and recommendations can be presented the Fiscal Policy Committee and then to the Board. It is anticipated that staff would complete their analysis and be prepared to present their findings in fall 2020.

See Fiscal Year 2021 Budget Preparation Principles/Considerations and Draft Fiscal Year 2021 Budget for detailed information regarding projected revenues and proposed operating expenses and Capital Budget expenditures. Attached for the Board's information is a list of District memberships as well as a vehicle and equipment list indicating projected disposal dates based on California Air Pollution Control District requirements for retiring diesel-fueled engines.

ATTACHMENTS: Fiscal Year 2021 Budget Preparation Principles/Considerations  
Draft Budget – Fiscal Year 2021  
List of Deferred Capital Expenditures  
Vehicle and Equipment List  
Membership List

# **Fiscal Year 2021 Budget Preparation Principles/Considerations**

Due to the financial uncertainty created by the COVID-19 pandemic, a conservative approach was taken in preparing the Fiscal Year 2021 Budget. In general, the District relied on its experience from the last recession (2008 through 2011) and recent Board action to project revenues and considered increases in uncontrollable costs, such as purchased water, labor agreement obligations and depreciation, when budgeting for controllable costs (e.g. office and general, contractual services supplies, etc.). In an effort to reduce the drawdown of reserves, capital expenditures were limited to projects in progress and those needed to support ongoing operations.

Below is a summary of principles/considerations that were taken into account during preparation of the Fiscal Year 2021 Budget.

## **Revenue Budget**

- Based on recent water use patterns (calculated using a rolling annual average the most recent three year period), water sales revenue is projected to decrease by approximately \$700,000.
- Due to financial impacts of the COVID-19 pandemic on its customers, the District deferred the implementation of its annual inflationary adjustment scheduled to be effective July 1, 2020; therefore, the Service Charges/Fees budget is approximately \$600,000 lower than originally projected.
- System Fees and Investment Income revenues have been decreased by \$430,000 and \$407,000 respectively (from the Fiscal Year 2020 Budget amounts) due to financial uncertainties created by the COVID-19 pandemic. The District used its experience during the last recession to estimate revenue generated from System Fees.

## **Operating Budget**

- Restrictions on gatherings as well as social distancing requirements as a means to slow the spread of COVID-19 has caused meetings, conferences, trainings, etc. to be cancelled or changed to a virtual format. As a result, Travel and Training have been decreased by \$22,900 and \$24,800 respectively (from the Fiscal Year 2020 Budget amounts).
- To ensure funding is available for the future replacement of existing capital items, depreciation costs are included in the Operating Budget. As the value of the District's assets increase so does the depreciation costs; Depreciation increased by over \$600,000, reflecting the addition of assets (capital projects and other capital items) during the Fiscal Year 2020.
- Each year, the District removes single year expenses to reflect work to be performed in a given fiscal year. This year's Consultant costs have been significantly reduced (over \$250,000) as the result of removing single year expenses for the Water Supply Planning Study, Document Management System Update and Pipeline Condition Assessment Program.
- Based on the District's recent experience with unpaid water bills related to the financial impacts of the COVID-19 pandemic and the last recession, Uncollectible Accounts has been increased by \$73,700.
- Over a number of years, the District has worked diligently to reduce claims through the implementation of various programs, including the accelerated replacement of Nipponite pipe. The District's efforts have resulted in fewer losses and lower insurance premiums (\$104,000 decrease) in the upcoming fiscal year.

## **Capital Budget**

- Initially, a limited Capital Budget is being proposed as part of the Fiscal Year 2021 Budget; a list deferred projects has been compiled for future consideration by the Board should financial data support adding capital expenditures. It is anticipated that updated financial data and recommendations regarding adding capital expenditures will be presented to the Board in fall 2020.
- Funding for the Main Replacement Program is not included in the Capital Budget; a majority of the Fiscal Year 2020 Main Replacement Program budget remains unspent and is proposed to be carried over to fund projects in Fiscal Year 2021.



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**BUDGET**  
**Fiscal Year 2021**  
July 1, 2020 to June 30, 2021

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VISTA IRRIGATION DISTRICT

**Table of Contents**

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|   | <i>Page</i> |
|---|-------------|
| BUDGET OVERVIEW .....   | 1           |
| Budget Summary .....  | 2           |
| REVENUE BUDGET.....   | 3           |
| Revenue Account Descriptions.....                             | 4           |
| Revenue Budget Detail .....                                   | 6           |
| OPERATING BUDGET.....   | 7           |
| Operating Account Descriptions.....                           | 9           |
| Operating Budget Detail .....                                 | 17          |
| CAPITAL BUDGET .....  | 21          |
| Capital Budget Detail.....                                    | 22          |
| ORGANIZATIONAL PROFILE  |             |
| Organization Charts .....                                     | 29          |
| Division/Department Mission Statements and Descriptions ..... | 36          |

# **Budget Overview**

# **Vista Irrigation District BUDGET OVERVIEW Fiscal Year 2021**

The Vista Irrigation District's (District) 2021 Budget represents a financial plan for the next fiscal year (July 1, 2020 through June 30, 2021). This financial plan includes the cost of purchasing imported water and other costs that are essential to support the continued investment in infrastructure maintenance and repair.

The 2021 Budget projects revenues of \$53,465,500, which includes \$31,840,000 (approximately 60%) from Water Sales. Based upon the most recent conservation trends, it is projected that the District will sell 15,900 acre feet of water in fiscal year 2021. The District has considered the potential financial impacts of the COVID-19 pandemic and adjusted various revenue sources accordingly (based on its experience during the last recession occurring 2008-2011).

Operating expenses for fiscal year 2021 are projected to be \$48,250,000. Purchased Water costs represent approximately 48% (\$23,383,400) of the Operating Budget. Purchased water is the amount paid directly to the water wholesaler, the San Diego County Water Authority (CWA), to provide water to the District. The 2021 Budget estimates that the District will need to purchase 13,782 acre feet of water from the CWA. The Budget also estimates that the District will produce 3,118 acre feet of water from its local water source, Lake Henshaw. The local water production estimate is based upon a 10-year rolling average of historical production.

The Capital Budget for fiscal year 2021 is \$5,800,000. Of this total, approximately 97% (\$5,614,000) has been designated for necessary water-related and infrastructure improvement projects.

# **Budget Summary**



**Vista Irrigation District  
BUDGET SUMMARY  
Fiscal Year 2021**

|                          | <u>2020<br/>Budget</u> | <u>2021<br/>Budget</u> | <u>\$<br/>Increase/(Decrease)</u> | <u>%<br/>Increase/(Decrease)</u> |
|--------------------------|------------------------|------------------------|-----------------------------------|----------------------------------|
| <b>Source of Funds</b>   |                        |                        |                                   |                                  |
| Revenue Budget           | \$ 53,799,900          | \$ 53,465,500          | \$ (334,400)                      | (0.62%)                          |
| Reserves                 | <u>1,417,900</u>       | <u>584,500</u>         | (833,400)                         | (58.78%)                         |
|                          | <u>\$ 55,217,800</u>   | <u>\$ 54,050,000</u>   |                                   |                                  |
| <b>Use of Funds</b>      |                        |                        |                                   |                                  |
| Operating Budget         | \$ 46,942,100          | \$ 48,250,000          | 1,307,900                         | 2.79%                            |
| Capital Budget           | 8,275,700              | 5,800,000              | (2,475,700)                       | (29.92%)                         |
| Contribution to Reserves | <u>-</u>               | <u>-</u>               |                                   |                                  |
|                          | <u>\$ 55,217,800</u>   | <u>\$ 54,050,000</u>   |                                   |                                  |

# **Revenue Budget**

# Vista Irrigation District REVENUE BUDGET Fiscal Year 2021

|                                | 2018<br>Actual              | 2019<br>Actual              | 2020<br>Budget              | Six Months Ended<br>12/31/2019<br>Actual | 2021<br>Budget              |
|--------------------------------|-----------------------------|-----------------------------|-----------------------------|--|-----------------------------|
| <b>WATER REVENUES</b>          |                             |                             |                             |  |                             |
| Water Sales                    | \$ 32,760,203               | \$ 29,837,557               | \$ 32,580,000               | \$ 16,409,470                            | \$ 31,840,000               |
| Service Charges/Fees           | <u>17,073,109</u>           | <u>17,974,192</u>           | <u>18,060,000</u>           | <u>8,975,138</u>                         | <u>19,255,000</u>           |
|                                | 49,833,312                  | 47,811,749                  | 50,640,000                  | 25,384,608                               | 51,095,000                  |
| <b>OTHER REVENUES</b>          |                             |                             |                             |  |                             |
| Other Services                 | 451,600                     | 569,180                     | 508,000                     | 280,736                                  | 507,000                     |
| System Fees                    | 731,240                     | 1,225,043                   | 660,000                     | 651,780                                  | 230,000                     |
| Property Rentals               | 823,871                     | 807,180                     | 748,900                     | 380,906                                  | 760,500                     |
| Property Taxes                 | 450,512                     | 487,062                     | 469,000                     | 185,688                                  | 506,000                     |
| Investment Income              | 346,063                     | 859,164                     | 774,000                     | 460,179                                  | 367,000                     |
| Federal & State Assistance     | <u>-</u>                    | <u>49,198</u>               | <u>-</u>                    | <u>(32,341)</u>                          | <u>-</u>                    |
|                                | 2,803,286                   | 3,996,827                   | 3,159,900                   | 1,926,948                                | 2,370,500                   |
| <b>TOTAL REVENUE BUDGET</b>    | <b><u>\$ 52,636,598</u></b> | <b><u>\$ 51,808,576</u></b> | <b><u>\$ 53,799,900</u></b> | <b><u>\$ 27,311,556</u></b>              | <b><u>\$ 53,465,500</u></b> |
| <br>                           |                             |                             |                             |  |                             |
| <b>WATER SALES (ACRE FEET)</b> | <u>16,948</u>               | <u>15,281</u>               | <u>16,500</u>               | <u>8,540</u>                             | <u>15,900</u>               |

**Revenue Account Descriptions**

## REVENUE ACCOUNT DESCRIPTIONS

Account Group: **Water Sales**

Account Number: 60xx

| 2018<br><u>Actual</u> | 2019<br><u>Actual</u> | 2020<br><u>Budget</u> | 2021<br><u>Budget</u> |
|-----------------------|-----------------------|-----------------------|-----------------------|
| \$32,760,203          | \$29,837,557          | \$32,580,000          | \$31,840,000          |

This account group includes revenue from water sales to agricultural, commercial, industrial, single and multi-family residential, mobile home park and government entities. The District projects to sell 15,900 acre feet of water which is based upon recent history. The budget includes the 3/1/20 rate increase from the San Diego County Water Authority, however, it assumes no future rate increases on water sales. The 2021 budget is calculated based upon the following current water usage rates:

- ◆ Tier 1: \$4.35 per Hundred Cubic Fee (Unit)
- ◆ Tier 2: \$4.89 per Hundred Cubic Fee (Unit)

Account Group: **Service Charges/Fees**

Account Number: 605x

| 2018<br><u>Actual</u> | 2019<br><u>Actual</u> | 2020<br><u>Budget</u> | 2021<br><u>Budget</u> |
|-----------------------|-----------------------|-----------------------|-----------------------|
| \$17,073,109          | \$17,974,192          | \$18,060,000          | \$19,255,000          |

This account group contains revenue from readiness-to-serve fees, infrastructure access charges (IAC), other fees and penalties. The IAC fee is a pass-through charge that the District collects for the San Diego County Water Authority (CWA). The increase in this account group reflects the 1/1/20 IAC fee increase from the CWA. The annual inflationary adjustment to the service charge adopted by the Board under Minute Order 05-06-49 and reaffirmed after the public hearing conducted on October 18, 2017 has not been included in the table below for the Fiscal Year 2021. Based on the financial impacts that the COVID-19 pandemic is having on its customers, the Board has deferred implementation of the annual inflationary adjustment from the scheduled July 1, 2020 effective date.

Monthly Service Charge

| Meter<br>Size | FY       |          | FY       |          |
|---------------|----------|----------|----------|----------|
|               | 2018     | 2019     | 2020     | 2021     |
| 5/8"          | \$ 28.08 | \$ 29.45 | \$ 31.06 | \$ 31.06 |
| 3/4"          | 37.05    | 38.85    | 40.97    | 40.97    |
| 1"            | 54.74    | 57.40    | 60.54    | 60.54    |
| 1½"           | 99.37    | 104.20   | 109.89   | 109.89   |
| 2"            | 152.71   | 160.14   | 168.89   | 168.89   |
| 3"            | 295.05   | 309.40   | 326.30   | 326.30   |
| 4"            | 455.06   | 477.20   | 503.27   | 503.27   |
| 6"            | 1,077.71 | 1,130.14 | 1,191.88 | 1,191.88 |
| 8"            | 1,433.67 | 1,503.42 | 1,585.55 | 1,585.55 |
| 10"           | 2,145.31 | 2,249.68 | 2,372.57 | 2,372.57 |

Account Group: **Other Services**

Account Number: 61xx

| 2018<br><u>Actual</u> | 2019<br><u>Actual</u> | 2020<br><u>Budget</u> | 2021<br><u>Budget</u> |
|-----------------------|-----------------------|-----------------------|-----------------------|
| \$451,600             | \$569,180             | \$508,000             | \$507,000             |

This account group includes revenue from miscellaneous non-construction fees and the installation of water meters, fire hydrants, fire services and service changes.

Account Group: **System Fees**

Account Number: 62xx

| 2018<br><u>Actual</u> | 2019<br><u>Actual</u> | 2020<br><u>Budget</u> | 2021<br><u>Budget</u> |
|-----------------------|-----------------------|-----------------------|-----------------------|
| \$731,240             | \$1,225,043           | \$660,000             | \$230,000             |

This account group includes capacity fees, annexation and detachment fees. Due to the COVID-19 pandemic, a four year average of years 2008-2011 (last recession) was used to estimate the fees.

## REVENUE ACCOUNT DESCRIPTIONS

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Property Rentals</u></b> |                |                |                |                |
| Account Number: 6301                          | \$823,871      | \$807,180      | \$748,900      | \$760,500      |

This account group includes revenue to the District from the following lease and license agreements:

|  |    |            |
|--|----|------------|
| Hein Hettinga Cattle                         | \$ | 200,200    |
| Department of Defense- Navy                  |    | 166,000    |
| My Country Club                              |    | 80,000     |
| Crown Castle/T-Mobile- Cabrillo Circle       |    | 51,300     |
| T-Mobile/Omnipoint- Lupine Hills             |    | 51,300     |
| Crown Castle GT Co.                          |    | 43,700     |
| Cingular Wireless - AT&T                     |    | 43,200     |
| Lake Henshaw Resort                          |    | 37,700     |
| Crown Castle - Vista Towers                  |    | 24,100     |
| Verizon Wireless                             |    | 21,700     |
| Puerta La Cruz                               |    | 14,500     |
| Sempra Energy                                |    | 13,200     |
| Mendenhall Cattle Company                    |    | 10,000     |
| Taylor Grazing                               |    | 1,700      |
| Noll Seeds                                   |    | 1,000      |
| Department of Agriculture - Forestry Service |    | 500        |
| Vallecitos Water District                    |    | 400        |
|  |    | \$ 760,500 |

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Property Taxes</u></b> |                |                |                |                |
| Account Number: 8001                        | \$450,512      | \$487,062      | \$469,000      | \$506,000      |

This account group contains various property taxes that the District receives by State Code.

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Investment Income</u></b> |                |                |                |                |
| Account Number: 81xx                           | \$346,063      | \$859,164      | \$774,000      | \$367,000      |

This account group includes interest income and gains and losses on investments. The decrease is due to an anticipated decrease in interest rates as a result of the economic impacts of the COVID-19 pandemic.

## **Revenue Budget Detail**

**REVENUE BUDGET DETAIL**  
**Fiscal Year 2021**

| <u>Account</u>                        | <u>Description</u>           | <u>2019<br/>Actual</u>      | <u>2020<br/>Budget</u>      | <u>Six Months Ended<br/>12/31/2019<br/>Actual</u> | <u>2021<br/>Budget</u>      |
|---------------------------------------|------------------------------|-----------------------------|-----------------------------|---|-----------------------------|
| <b>Water Sales</b>                    |                              |                             |                             |   |                             |
| 6001                                  | Single Family                | \$ 14,616,690               | \$ 16,030,000               | \$ 7,956,205                                      | \$ 15,600,000               |
| 6002                                  | Multi Family                 | 5,390,724                   | 5,450,000                   | 2,689,727   | 5,750,000                   |
| 6003                                  | Irrigation                   | 3,444,317                   | 4,150,000                   | 2,418,546   | 3,680,000                   |
| 6004                                  | Commercial                   | 2,298,953                   | 2,320,000                   | 1,168,308   | 2,450,000                   |
| 6005                                  | Agricultural                 | 1,542,827                   | 1,850,000                   | 899,548   | 1,646,000                   |
| 6006                                  | Government                   | 657,377                     | 820,000                     | 343,906   | 700,000                     |
| 6007                                  | Industrial                   | 1,141,050                   | 1,190,000                   | 555,999   | 1,220,000                   |
| 6008                                  | Mobile Home                  | 741,940                     | 760,000                     | 376,033   | 790,000                     |
| 6010                                  | Unmetered                    | 3,679                       | 10,000                      | 1,198   | 4,000                       |
|                                       |                              | <u>29,837,557</u>           | <u>32,580,000</u>           | <u>16,409,470</u>                                 | <u>31,840,000</u>           |
| <b>Service Charges/Fees</b>           |                              |                             |                             |   |                             |
| 6051                                  | Ready To Serve Fees          | 15,957,391                  | 16,100,000                  | 7,987,734   | 17,000,000                  |
| 6052                                  | Infrastructure Access Charge | 1,300,114                   | 1,290,000                   | 621,998   | 1,575,000                   |
| 6053                                  | Penalties/Fees               | 716,687                     | 670,000                     | 365,406   | 680,000                     |
|                                       |                              | <u>17,974,192</u>           | <u>18,060,000</u>           | <u>8,975,138</u>                                  | <u>19,255,000</u>           |
| <b>Other Services</b>                 |                              |                             |                             |   |                             |
| 6101                                  | Construction Services        | 280,434                     | 263,000                     | 148,067   | 271,000                     |
| 6102                                  | Jobs Gain/(Loss)             | -                           | -                           | (6,981)   | -                           |
| 6103                                  | Non Construction Services    | 288,746                     | 245,000                     | 139,650   | 236,000                     |
|                                       |                              | <u>569,180</u>              | <u>508,000</u>              | <u>280,736</u>                                    | <u>507,000</u>              |
| <b>System Fees</b>                    |                              |                             |                             |   |                             |
| 6201                                  | Capacity Fees                | 1,214,543                   | 660,000                     | 630,882   | 230,000                     |
| 6203                                  | Annexation/Detachment Fees   | 10,500                      | -                           | 20,898  | -                           |
|                                       |                              | <u>1,225,043</u>            | <u>660,000</u>              | <u>651,780</u>                                    | <u>230,000</u>              |
| <b>Property Rentals</b>               |                              |                             |                             |   |                             |
| 6301                                  | Property Rentals             | 807,180                     | 748,900                     | 380,906   | 760,500                     |
|                                       |                              | <u>807,180</u>              | <u>748,900</u>              | <u>380,906</u>                                    | <u>760,500</u>              |
| <b>Property Taxes</b>                 |                              |                             |                             |   |                             |
| 8001                                  | Property Taxes               | 487,062                     | 469,000                     | 185,688   | 506,000                     |
|                                       |                              | <u>487,062</u>              | <u>469,000</u>              | <u>185,688</u>                                    | <u>506,000</u>              |
| <b>Investment Income</b>              |                              |                             |                             |   |                             |
| 8101                                  | Interest Income              | 358,372                     | 385,000                     | 264,206   | 211,000                     |
| 8102                                  | Investment Gain/Loss         | 500,792                     | 389,000                     | 195,973   | 156,000                     |
|                                       |                              | <u>859,164</u>              | <u>774,000</u>              | <u>460,179</u>                                    | <u>367,000</u>              |
| <b>Federal &amp; State Assistance</b> |                              |                             |                             |   |                             |
| 8301                                  | Federal & State Assistance   | 49,198                      | -                           | (32,341)  | -                           |
|                                       |                              | <u>49,198</u>               | <u>-</u>                    | <u>(32,341)</u>                                   | <u>-</u>                    |
| <b>Total Revenue Budget</b>           |                              | <u><u>\$ 51,808,576</u></u> | <u><u>\$ 53,799,900</u></u> | <u><u>\$ 27,311,556</u></u>                       | <u><u>\$ 53,465,500</u></u> |



# **Operating Budget**

# Vista Irrigation District OPERATING BUDGET Fiscal Year 2021

|                               | 2018<br>Actual    | 2019<br>Actual    | 2020<br>Budget    | Six Months Ended<br>12/31/2019<br>Actual | 2021<br>Budget    |
|-------------------------------|-------------------|-------------------|-------------------|--|-------------------|
| <b>PURCHASED WATER</b>        |                   |                   |                   |  |                   |
| Variable CWA Charges          | \$ 16,163,510     | \$ 14,692,058     | \$ 16,040,000     | \$ 7,501,306                             | \$ 16,120,000     |
| Fixed CWA Charges             | 6,412,751         | 6,606,122         | 6,698,000         | 3,311,616                                | 7,273,000         |
| Agricultural Rebates          | (7,121)           | (10,564)          | (9,000)           | (1,531)                                  | (9,600)           |
|                               | <u>22,569,140</u> | <u>21,287,616</u> | <u>22,729,000</u> | <u>10,811,391</u>                        | <u>23,383,400</u> |
| <b>WAGES</b>                  | 8,077,498         | 8,040,182         | 8,150,000         | 3,996,273                                | 8,410,000         |
| <b>BENEFITS &amp; TAXES</b>   | 6,384,299         | 5,551,370         | 5,340,200         | 3,044,331                                | 5,777,000         |
| <b>OFFICE &amp; GENERAL</b>   |                   |                   |                   |  |                   |
| Fees & Permits                | 151,415           | 172,038           | 174,600           | 117,755                                  | 182,800           |
| Postage                       | 70,423            | 63,494            | 72,700            | 27,053                                   | 65,300            |
| Computer Hardware             | 72,676            | 84,937            | 10,500            | 7,156                                    | 14,000            |
| Computer Software             | 8,178             | 21,370            | 4,000             | -  | 1,000             |
| Travel                        | 38,888            | 36,959            | 43,200            | 13,536                                   | 20,300            |
| Training                      | 56,599            | 36,531            | 69,600            | 24,781                                   | 44,800            |
| Dues & Subscriptions          | 47,159            | 45,315            | 46,400            | 1,383                                    | 48,300            |
| Employment Related Expense    | 79,905            | 39,066            | 51,500            | 20,366                                   | 36,300            |
| Office Supplies               | 12,263            | 17,494            | 22,700            | 10,463                                   | 18,700            |
| Printing                      | 13,283            | 17,921            | 13,000            | 7,530                                    | 16,800            |
| Award/Contributions           | 6,924             | 1,295             | 9,500             | 5,500                                    | 9,500             |
|                               | <u>557,713</u>    | <u>536,420</u>    | <u>517,700</u>    | <u>235,523</u>                           | <u>457,800</u>    |
| <b>DEPRECIATION</b>           | 2,968,997         | 3,157,173         | 3,340,000         | 1,619,412                                | 3,944,000         |
| <b>CONTRACTUAL SERVICES</b>   | 4,292,413         | 5,240,188         | 5,450,500         | 2,176,672                                | 5,152,000         |
| <b>SUPPLIES</b>               | 1,531,232         | 1,359,577         | 1,406,200         | 619,966                                  | 1,377,500         |
| <b>POWER</b>                  | 405,854           | 466,694           | 461,300           | 225,782                                  | 441,500           |
| <b>PROFESSIONAL FEES</b>      |                   |                   |                   |  |                   |
| Audit                         | 22,740            | 23,750            | 25,000            | 16,750                                   | 25,500            |
| Legal                         | 274,590           | 269,116           | 246,900           | 108,552                                  | 273,900           |
| Consultants                   | 305,927           | 303,454           | 256,900           | 157,435                                  | 52,100            |
|                               | <u>603,257</u>    | <u>596,320</u>    | <u>528,800</u>    | <u>282,737</u>                           | <u>351,500</u>    |
| <b>INSURANCE</b>              | 543,145           | 385,026           | 311,000           | 171,790                                  | 207,000           |
| <b>COMMUNICATIONS</b>         | 53,326            | 51,755            | 51,100            | 25,556                                   | 54,300            |
| <b>UNCOLLECTIBLE ACCOUNTS</b> | 31,211            | 11,955            | 26,300            | 16,107                                   | 100,000           |
| <b>BURDEN ALLOCATION</b>      | (1,433,392)       | (1,363,958)       | (1,370,000)       | (630,737)                                | (1,406,000)       |

# Vista Irrigation District OPERATING BUDGET Fiscal Year 2021

|                               | <u>2018<br/>Actual</u>      | <u>2019<br/>Actual</u>      | <u>2020<br/>Budget</u>      | <u>Six Months Ended<br/>12/31/2019<br/>Actual</u> | <u>2021<br/>Budget</u>      |
|-------------------------------|-----------------------------|-----------------------------|-----------------------------|---|-----------------------------|
| <b>LOSS/(GAIN) ON ASSETS</b>  | (19,210)                    | 3,722,423                   | -                           | (36,853)  | -                           |
| <b>TOTAL OPERATING BUDGET</b> | <u><b>\$ 46,565,483</b></u> | <u><b>\$ 49,042,741</b></u> | <u><b>\$ 46,942,100</b></u> | <u><b>\$ 22,557,950</b></u>                       | <u><b>\$ 48,250,000</b></u> |

**WATER SOURCES (ACRE FEET):**

|                 |                      |                      |                      |                     |                      |
|-----------------|----------------------|----------------------|----------------------|---------------------|----------------------|
| Water Purchases | 14,857               | 13,422               | 14,114               | 6,953               | 13,782               |
| Local Water     | <u>3,174</u>         | <u>2,622</u>         | <u>3,486</u>         | <u>2,164</u>        | <u>3,118</u>         |
|                 | <u><u>18,031</u></u> | <u><u>16,044</u></u> | <u><u>17,600</u></u> | <u><u>9,117</u></u> | <u><u>16,900</u></u> |

## **Operating Account Descriptions**

## OPERATING ACCOUNT DESCRIPTIONS

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Variable CWA Charges</u></b> |                |                |                |                |
| Account Number: 7001                              |                |                |                |                |
|   | \$16,163,510   | \$14,692,058   | \$16,040,000   | \$16,120,000   |

This account group includes the variable cost of treated and untreated water purchased from the San Diego County Water Authority (CWA) including transportation charges. The budget assumes that local water production will equal 3,118 acre feet, which is based upon a 10-year rolling average production of local water. The remaining 13,782 acre feet of water needed will be purchased from CWA. The budget does not reflect any future rate increases from CWA and it assumes no penalties from CWA for exceeding any imposed water purchase allocation.

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Fixed CWA Charges</u></b> |                |                |                |                |
| Account Number: 7002                           |                |                |                |                |
|  | \$6,412,751    | \$6,606,122    | \$6,698,000    | \$7,273,000    |

This account group includes fixed charges from San Diego County Water Authority (CWA) related to water purchases. The budget does not reflect any future rate changes from CWA. The fixed charges are as follows:

|                                      |              |
|--------------------------------------|--------------|
| Storage Charge - CWA                 | \$ 2,589,000 |
| Infrastructure Access Charge - CWA   | 1,575,000    |
| Supply Reliability Charge - CWA      | 1,445,000    |
| Customer Service Charge - CWA        | 941,000      |
| Readiness-to-Serve Charge, net - MWD | 449,000      |
| Capacity Reservation Charge - MWD    | 274,000      |
|                                      | \$ 7,273,000 |

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Agricultural Rebates</u></b> |                |                |                |                |
| Account Number: 7003                              |                |                |                |                |
|   | (\$7,121)      | (\$10,564)     | (\$9,000)      | (\$9,600)      |

This account group includes rebates received from the San Diego County Water Authority (CWA) for the Special Agricultural Water Rate (SAWR) Program.

## OPERATING ACCOUNT DESCRIPTIONS

|                                    | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|------------------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Wages</u></b> |                |                |                |                |
| Account Number: 71xx               | \$8,077,498    | \$8,040,182    | \$8,150,000    | \$8,410,000    |

This account group consists of compensation for labor reflecting the most recent labor contract effective January 1, 2018. The increase in the budget reflects anticipated inflationary adjustments per labor agreements. This account group includes the following labor costs:

|             |              |
|-------------|--------------|
| General     | \$ 7,011,000 |
| Vacation    | 727,000      |
| Holiday     | 421,000      |
| Sick Leave  | 226,000      |
| Other Leave | 25,000       |
|             | \$ 8,410,000 |

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Benefits &amp; Taxes</u></b> |                |                |                |                |
| Account Number: 72xx                              | 6,384,299      | \$5,551,370    | \$5,340,200    | \$5,777,000    |

This account group consists of budgeted fringe benefits and taxes. Benefits costs have increased primarily due to higher rates for PERS and health insurance.

|  |              |
|--|--------------|
| Public Employees Retirement System (PERS)      | \$ 2,500,000 |
| Health Insurances (Medical, Dental & Vision)   | 2,185,000    |
| FICA & Medicare                                | 639,000      |
| Worker's Compensation                          | 217,000      |
| Deferred Compensation Plan Matching (457 Plan) | 109,000      |
| Life and Disability Insurance                  | 85,000       |
| Uniforms (Clothing and Boots)                  | 31,800       |
| Tuition Reimbursement                          | 4,000        |
| EAP Counseling                                 | 3,000        |
| Unemployment Insurance                         | 3,200        |
| Retiree Medical Insurance (GASB 45)            | -            |
|  | \$ 5,777,000 |

## OPERATING ACCOUNT DESCRIPTIONS

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Fees &amp; Permits</u></b><br>Account Number: 7301 | \$151,415      | \$172,038      | \$174,600      | \$182,800      |

This account group includes \$88,200 of water-related costs and \$94,600 of non water-related costs. The water-related costs primarily include \$63,000 to the State Water Resources Control Board and to County Health Services for various permits, \$19,000 to the Department of Water Resources for dam fees, \$6,000 to Regional Water Quality Control Board and Environmental Lab Accreditation Program for other various fees, etc. The non water-related costs primarily include \$40,000 for excavation permits, \$30,000 for LAFCO fees, \$12,500 for District headquarters and Edgehill Gate association dues, \$5,000 for sewer fees, \$4,000 for San Diego County Air Pollution District permits, etc.

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Postage</u></b><br>Account Number: 7302 | \$70,423       | \$63,494       | \$72,700       | \$65,300       |

This account group includes postage for water bills and all other District mailings. Decrease in the budget reflects the large number of customers who have enrolled in paperless bill option.

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Computer Hardware</u></b><br>Account Number: 7303 | \$72,676       | \$84,937       | \$10,500       | \$14,000       |

This account group consists of computer hardware such as servers, desktop and laptop computers, inkjet and laser printers, scanners, monitors, etc.

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Computer Software</u></b><br>Account Number: 7304 | \$8,178        | \$21,370       | \$4,000        | \$1,000        |

This account group consists of various Network and Desktop software.

## OPERATING ACCOUNT DESCRIPTIONS

|                                     | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|-------------------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Travel</u></b> |                |                |                |                |
| Account Number: 7305                | \$38,888       | \$36,959       | \$43,200       | \$20,300       |

This account group includes travel expenses related to attending conferences, meetings, training and other District business. Restrictions on gatherings as well as social distancing requirements as a means to slow the spread of COVID-19 has caused meetings, conferences, trainings, etc. to be cancelled or changed to a virtual format, reducing or eliminating required travel. As a result, the travel budget has decreased. The travel budget is organized by the following divisions:

|  |           |
|--|-----------|
| Board of Directors                     | \$ 12,500 |
| General Manager Division               | 2,850     |
| Administration Division                | 1,750     |
| Engineering Division                   | 1,400     |
| Water Resources Division               | 1,150     |
| Operations and Field Services Division | 650       |
|  | \$ 20,300 |

|                                       | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---------------------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Training</u></b> |                |                |                |                |
| Account Number: 7306                  | \$56,599       | \$36,531       | \$69,600       | \$44,800       |

This account group includes the cost of training and seminars. The largest components of the 2021 training budget include: \$19,600 for various Safety Cal/OSHA required trainings, \$8,700 for training for the Board, \$4,200 for electrical, construction, and other water related training, \$4,200 for Engineering classes and other conferences, \$1,300 for various management development and employee training workshops, and etc. Restrictions on gatherings as well as social distancing requirements as a means to slow the spread of COVID-19 has caused meetings, conferences, trainings, etc. to be cancelled or changed to a virtual format, reducing or postponing training. As a result, the training budget has decreased.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Dues &amp; Subscriptions</u></b> |                |                |                |                |
| Account Number: 7307                                  | \$47,159       | \$45,315       | \$46,400       | \$48,300       |

This account group covers dues for memberships to professional associations such as AWWA, ACWA and CSDA, subscriptions to industry periodicals and the purchase of books.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Employment Related Expense</u></b> |                |                |                |                |
| Account Number: 7308                                    | \$79,905       | \$39,066       | \$51,500       | \$36,300       |

This account group contains costs for first aid/physicals, advertising job openings, water treatment operator certificate fees, professional license fees, background checks, employment testing, benefits fair, employee appreciation event, etc.



## OPERATING ACCOUNT DESCRIPTIONS

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Office Supplies and Furniture</u></b><br>Account Number: 7309 | \$12,263       | \$17,494       | \$22,700       | \$18,700       |

This account group includes items such as pens, pencils, clips, folders, binders, labels, tablets, calculators, copier/fax/printer supplies, paper, computer supplies, and non-capitalized office furniture.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Printing</u></b><br>Account Number: 7310 | \$13,283       | \$17,921       | \$13,000       | \$16,800       |

This account group includes the cost of printing water bills and notices, letterhead, business cards, map books, old drawing restorations, the water quality report and other special printing.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Awards/Contributions</u></b><br>Account Number: 7311 | \$6,924        | \$1,295        | \$9,500        | \$9,500        |

This account group includes contributions to the San Diego County Department of Education for a mobile science lab and District funded student scholarships.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Depreciation</u></b><br>Account Number: 7401 | \$2,968,997    | \$3,157,173    | \$3,340,000    | \$3,944,000    |

This account group reflects the current year usage of existing capital assets. These funds are used to replenish construction reserves, which pay for infrastructure replacement.

## OPERATING ACCOUNT DESCRIPTIONS

|   | 2018<br><u>Actual</u> | 2019<br><u>Actual</u> | 2020<br><u>Budget</u> | 2021<br><u>Budget</u> |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| Account Group: <b><u>Contractual Services</u></b>                   |                       |                       |                       |                       |
| Account Number: 75xx  | \$4,292,413           | \$5,240,188           | \$5,450,500           | \$5,152,000           |
| This account group includes contractual services for the following: |                       |                       |                       |                       |
| Escondido Treatment Plant   |                       |                       |                       | \$ 2,400,000          |
| San Pasqual Undergrounding Project                                  |                       |                       |                       | 750,000               |
| Transmission and Distribution Systems                               |                       |                       |                       | 557,700               |
| Escondido Canal   |                       |                       |                       | 375,000               |
| General   |                       |                       |                       | 372,300               |
| Buildings and Grounds   |                       |                       |                       | 249,600               |
| Weese Treatment Plant   |                       |                       |                       | 154,000               |
| Fire Hydrants/Fire Services   |                       |                       |                       | 73,000                |
| Well Field  |                       |                       |                       | 71,300                |
| Garage  |                       |                       |                       | 61,600                |
| Reservoirs  |                       |                       |                       | 22,500                |
| Flume   |                       |                       |                       | 18,000                |
| Pump Stations   |                       |                       |                       | 14,000                |
| Dam   |                       |                       |                       | 12,500                |
| SCADA   |                       |                       |                       | 10,300                |
| Water Quality   |                       |                       |                       | 10,200                |
| Ditches   |                       |                       |                       | -                     |
|   |                       |                       |                       | \$ 5,152,000          |

|   | 2018<br><u>Actual</u> | 2019<br><u>Actual</u> | 2020<br><u>Budget</u> | 2021<br><u>Budget</u> |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| Account Group: <b><u>Supplies</u></b>                   |                       |                       |                       |                       |
| Account Number: 76xx                                    | \$1,531,232           | \$1,359,577           | \$1,406,200           | \$1,377,500           |
| This account group includes supplies for the following: |                       |                       |                       |                       |
| Transmission and Distribution Systems                   |                       |                       |                       | \$ 561,300            |
| General   |                       |                       |                       | 169,300               |
| Fuel  |                       |                       |                       | 152,600               |
| Fire Hydrants/Fire Services                             |                       |                       |                       | 150,000               |
| Garage  |                       |                       |                       | 135,500               |
| SCADA   |                       |                       |                       | 35,900                |
| Buildings and Grounds                                   |                       |                       |                       | 35,700                |
| Pump Stations   |                       |                       |                       | 31,400                |
| Well Field  |                       |                       |                       | 22,700                |
| Treatment Plant   |                       |                       |                       | 18,400                |
| Reservoirs  |                       |                       |                       | 15,500                |
| Inventory Adjustments                                   |                       |                       |                       | 15,000                |
| Water Quality   |                       |                       |                       | 11,700                |
| Flume   |                       |                       |                       | 10,000                |
| Ditches   |                       |                       |                       | 9,700                 |
| Conservation Programs                                   |                       |                       |                       | 1,800                 |
| Dam   |                       |                       |                       | 1,000                 |
|   |                       |                       |                       | \$ 1,377,500          |

## OPERATING ACCOUNT DESCRIPTIONS

|                             | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|-----------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b>Power</b> |                |                |                |                |
| Account Number: 77xx        | \$405,854      | \$466,694      | \$461,300      | \$441,500      |

This account group includes:

|                                       |  |  |  |            |
|---------------------------------------|--|--|--|------------|
| Pump Stations                         |  |  |  | \$ 200,000 |
| Main Office and Henshaw Office        |  |  |  | 135,700    |
| Well Field                            |  |  |  | 97,200     |
| Transmission and Distribution Systems |  |  |  | 4,500      |
| Reservoirs                            |  |  |  | 2,300      |
| Water Treatment                       |  |  |  | 1,800      |
|                                       |  |  |  | \$ 441,500 |

|                             | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|-----------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b>Audit</b> |                |                |                |                |
| Account Number: 7721        | \$22,740       | \$23,750       | \$25,000       | \$25,500       |

This account group includes auditing services performed by a Certified Public Accounting firm.

|                              | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|------------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b>Legal</b>  |                |                |                |                |
| Account Numbers: 7722 & 7723 | \$274,590      | \$269,116      | \$246,900      | \$273,900      |

This account group includes general legal services and legal services in connection with the implementation of the San Luis Rey Indian Water Rights Settlement Agreement.

|                                   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|-----------------------------------|----------------|----------------|----------------|----------------|
| Account Group: <b>Consultants</b> |                |                |                |                |
| Account Numbers: 7724 & 7725      | \$305,927      | \$303,454      | \$256,900      | \$52,100       |

This account group includes:

|  |  |  |  |           |
|--|--|--|--|-----------|
| Surveying Services & Title Report Services |  |  |  | \$ 50,000 |
| Actuarial Services                         |  |  |  | 2,100     |
|  |  |  |  | \$ 52,100 |

## OPERATING ACCOUNT DESCRIPTIONS

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Insurance</u></b><br>Account Number: 7731 | \$543,145      | \$385,026      | \$311,000      | \$207,000      |

This account group includes liability, property and dam insurance from the Joint Powers Insurance Authority (JPIA). The decrease in the budget is due to having lower premiums as a result of having fewer losses by the District.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Communications</u></b><br>Account Number: 7741 | \$53,326       | \$51,755       | \$51,100       | \$54,300       |

This account group includes the costs of: telephone service, SCADA/telemetry communication service, radio system, Internet service, cellular phones and pagers.

|   | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Uncollectible Accounts</u></b><br>Account Number: 7751 | \$31,211       | \$11,955       | \$26,300       | \$100,000      |

This account group represents bills that cannot be collected by the District or its collection agencies and are therefore written off. The budget is based upon the most recent trend analysis. The budget includes \$87,000 for uncollectible water bills and \$13,000 for uncollectible damage to District property. Uncollectible water bills estimate was increased using the average actual expense 2008-2011 from the last recession.

|  | 2018<br>Actual | 2019<br>Actual | 2020<br>Budget | 2021<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Account Group: <b><u>Burden Allocation</u></b><br>Account Number: 7799 | (\$1,433,392)  | (\$1,363,958)  | (\$1,370,000)  | (\$1,406,000)  |

The District allocates overhead burden costs to pipeline installation jobs, inspection jobs, fixed fee jobs, damage claims and other small jobs. The overhead burden costs include use of equipment, warehousing, management salaries, benefits, and other overhead expenses. This account group is a reduction (by allocation) of expenses.

## **Operating Budget Detail**

**OPERATING BUDGET DETAIL**  
**Fiscal Year 2021**

| <u>Account</u>              | <u>Description</u>           | <u>2019<br/>Actual</u> | <u>2020<br/>Budget</u> | <u>Six Months Ended<br/>12/31/2019<br/>Actual</u> | <u>2021<br/>Budget</u> |
|-----------------------------|------------------------------|------------------------|------------------------|---|------------------------|
| <b>Variable CWA Charges</b> |                              |                        |                        |   |                        |
| 7001                        | Purchased Water-CWA Variable | \$ 14,692,058          | \$ 16,040,000          | \$ 7,501,306                                      | \$ 16,120,000          |
|                             |                              | 14,692,058             | 16,040,000             | 7,501,306   | 16,120,000             |
| <b>Fixed CWA Charges</b>    |                              |                        |                        |   |                        |
| 7002                        | Purchased Water-CWA Fixed    | 6,606,122              | 6,698,000              | 3,311,616   | 7,273,000              |
|                             |                              | 6,606,122              | 6,698,000              | 3,311,616   | 7,273,000              |
| <b>Agricultural Rebates</b> |                              |                        |                        |   |                        |
| 7003                        | Purchased Water-Ag. Rebate   | (10,564)               | (9,000)                | (1,531)   | (9,600)                |
|                             |                              | (10,564)               | (9,000)                | (1,531)   | (9,600)                |
| <b>Wages</b>                |                              |                        |                        |   |                        |
| 7101                        | Wages-General                | 6,620,362              | 6,740,000              | 3,349,214   | 7,011,000              |
| 7102                        | Vacation                     | 794,588                | 859,882                | 363,354   | 727,000                |
| 7103                        | Sick Leave                   | 206,708                | 153,710                | 89,900  | 226,000                |
| 7104                        | Holiday                      | 396,311                | 372,139                | 181,525   | 421,000                |
| 7105                        | Other Leave                  | 22,213                 | 24,269                 | 12,280  | 25,000                 |
|                             |                              | 8,040,182              | 8,150,000              | 3,996,273   | 8,410,000              |
| <b>Benefits &amp; Taxes</b> |                              |                        |                        |   |                        |
| 7201                        | Health Insurance             | 2,039,101              | 2,093,000              | 988,390   | 2,185,000              |
| 7202                        | PERS                         | 2,421,809              | 2,220,000              | 1,574,654   | 2,500,000              |
| 7203                        | FICA & Medicare              | 623,012                | 612,000                | 294,795   | 639,000                |
| 7204                        | Retiree Health Insurance     | 48,936                 | -                      | -   | -                      |
| 7205                        | Workers Compensation         | 184,355                | 175,000                | 84,006  | 217,000                |
| 7206                        | 457 Plan Matching            | 102,862                | 108,000                | 39,976  | 109,000                |
| 7207                        | Life & Disability Insurance  | 85,567                 | 90,000                 | 41,712  | 85,000                 |
| 7208                        | Uniforms/Boots               | 31,074                 | 31,800                 | 14,661  | 31,800                 |
| 7209                        | Unemployment Insurance       | 9,836                  | 3,200                  | 1,863   | 3,200                  |
| 7210                        | EAP Counseling               | 2,937                  | 3,200                  | 2,873   | 3,000                  |
| 7211                        | Tuition Reimbursement        | 1,881                  | 4,000                  | 1,401   | 4,000                  |
|                             |                              | 5,551,370              | 5,340,200              | 3,044,331   | 5,777,000              |

**OPERATING BUDGET DETAIL**  
**Fiscal Year 2021**

| <u>Account</u>                    | <u>Description</u>            | <u>2019<br/>Actual</u> | <u>2020<br/>Budget</u> | <u>Six Months Ended<br/>12/31/2019<br/>Actual</u> | <u>2021<br/>Budget</u> |
|-----------------------------------|-------------------------------|------------------------|------------------------|---|------------------------|
| <b>Fees &amp; Permits</b>         |                               |                        |                        |   |                        |
| 7301                              | Fees & Permits                | 172,038                | 174,600                | 117,755   | 182,800                |
|                                   |                               | 172,038                | 174,600                | 117,755   | 182,800                |
| <b>Postage</b>                    |                               |                        |                        |   |                        |
| 7302                              | Postage                       | 63,494                 | 72,700                 | 27,053  | 65,300                 |
|                                   |                               | 63,494                 | 72,700                 | 27,053  | 65,300                 |
| <b>Computer Hardware</b>          |                               |                        |                        |   |                        |
| 7303                              | Computer Hardware             | 84,937                 | 10,500                 | 7,156   | 14,000                 |
|                                   |                               | 84,937                 | 10,500                 | 7,156   | 14,000                 |
| <b>Computer Software</b>          |                               |                        |                        |   |                        |
| 7304                              | Computer Software             | 21,370                 | 4,000                  | -   | 1,000                  |
|                                   |                               | 21,370                 | 4,000                  | -   | 1,000                  |
| <b>Travel</b>                     |                               |                        |                        |   |                        |
| 7305                              | Travel                        | 36,959                 | 43,200                 | 13,536  | 20,300                 |
|                                   |                               | 36,959                 | 43,200                 | 13,536  | 20,300                 |
| <b>Training</b>                   |                               |                        |                        |   |                        |
| 7306                              | Training                      | 36,531                 | 69,600                 | 24,781  | 44,800                 |
|                                   |                               | 36,531                 | 69,600                 | 24,781  | 44,800                 |
| <b>Dues &amp; Subscriptions</b>   |                               |                        |                        |   |                        |
| 7307                              | Dues & Subscriptions          | 45,315                 | 46,400                 | 1,383   | 48,300                 |
|                                   |                               | 45,315                 | 46,400                 | 1,383   | 48,300                 |
| <b>Employment Related Expense</b> |                               |                        |                        |   |                        |
| 7308                              | Employment Related Expense    | 39,066                 | 51,500                 | 20,366  | 36,300                 |
|                                   |                               | 39,066                 | 51,500                 | 20,366  | 36,300                 |
| <b>Office Supplies</b>            |                               |                        |                        |   |                        |
| 7309                              | Office Supplies and Furniture | 17,494                 | 22,700                 | 10,463  | 18,700                 |
|                                   |                               | 17,494                 | 22,700                 | 10,463  | 18,700                 |
| <b>Printing</b>                   |                               |                        |                        |   |                        |
| 7310                              | Printing                      | 17,921                 | 13,000                 | 7,530   | 16,800                 |
|                                   |                               | 17,921                 | 13,000                 | 7,530   | 16,800                 |
| <b>Awards/Contributions</b>       |                               |                        |                        |   |                        |
| 7311                              | Awards/Contributions          | 1,295                  | 9,500                  | 5,500   | 9,500                  |
|                                   |                               | 1,295                  | 9,500                  | 5,500   | 9,500                  |
| <b>Depreciation</b>               |                               |                        |                        |   |                        |
| 7401                              | Depreciation                  | 3,157,173              | 3,340,000              | 1,619,412   | 3,944,000              |
|                                   |                               | 3,157,173              | 3,340,000              | 1,619,412   | 3,944,000              |

**OPERATING BUDGET DETAIL**  
**Fiscal Year 2021**

| <u>Account</u>              | <u>Description</u>             | <u>2019<br/>Actual</u> | <u>2020<br/>Budget</u> | <u>Six Months Ended<br/>12/31/2019<br/>Actual</u> | <u>2021<br/>Budget</u> |
|-----------------------------|--------------------------------|------------------------|------------------------|---|------------------------|
| <b>Contractual Services</b> |                                |                        |                        |   |                        |
| 7501                        | Services-General               | 460,795                | 361,200                | 162,505   | 372,300                |
| 7502                        | Services-Buildings & Grounds   | 338,763                | 225,500                | 102,653   | 249,600                |
| 7503                        | Services-Garage                | 53,667                 | 61,600                 | 27,564  | 61,600                 |
| 7504                        | Services-T & D Systems         | 505,814                | 531,100                | 242,312   | 557,700                |
| 7505                        | Services-FireHyd/Fire Services | 43,822                 | 48,000                 | 40,803  | 73,000                 |
| 7506                        | Services-Reservoirs            | 82,190                 | 532,500                | 4,238   | 22,500                 |
| 7507                        | Services-SCADA                 | 8,833                  | 13,300                 | 8,644   | 10,300                 |
| 7508                        | Services-Pump Stations         | 1,428                  | 18,000                 | -   | 14,000                 |
| 7509                        | Services-Water Quality Testing | 13,873                 | 18,300                 | 7,051   | 10,200                 |
| 7510                        | Services-Treatment Plant       | 377                    | -                      | -   | -                      |
| 7511                        | Services-Flume                 | 8,453                  | 15,000                 | 10,727  | 18,000                 |
| 7512                        | Services-Dam                   | 23,147                 | 12,500                 | 681   | 12,500                 |
| 7513                        | Services-Ditches               | 345                    | 50,000                 | -   | -                      |
| 7514                        | Services-Well Field            | 22,847                 | 74,500                 | -   | 71,300                 |
| 7515                        | Services-Escondido Canal       | 343,201                | 375,000                | 169,332   | 375,000                |
| 7516                        | Services-Escondido Plant       | 2,919,086              | 2,100,000              | 1,344,513   | 2,400,000              |
| 7517                        | Services-Weese Plant           | 211,520                | 264,000                | 55,649  | 154,000                |
| 7518                        | Services-Water Rights          | 202,027                | 750,000                | -   | 750,000                |
|                             |                                | <u>5,240,188</u>       | <u>5,450,500</u>       | <u>2,176,672</u>                                  | <u>5,152,000</u>       |
| <b>Supplies</b>             |                                |                        |                        |   |                        |
| 7601                        | Supplies-General               | 176,817                | 193,400                | 63,315  | 169,300                |
| 7602                        | Supplies-Buildings & Grounds   | 40,995                 | 32,200                 | 17,734  | 35,700                 |
| 7603                        | Supplies-Garage                | 132,183                | 133,900                | 58,760  | 135,500                |
| 7604                        | Supplies-T & D Systems         | 621,910                | 570,000                | 270,528   | 561,300                |
| 7605                        | Supplies-FireHyd/Fire Services | 115,254                | 80,000                 | 86,163  | 150,000                |
| 7606                        | Supplies-Reservoirs            | 4,663                  | 10,500                 | 7,096   | 15,500                 |
| 7607                        | Supplies-SCADA                 | 23,993                 | 49,000                 | 18,780  | 35,900                 |
| 7608                        | Supplies-Pump Stations         | 14,593                 | 27,200                 | 6,756   | 31,400                 |
| 7609                        | Supplies-Water Quality Testing | 17,225                 | 10,500                 | 10,533  | 11,700                 |
| 7610                        | Supplies-Water Treatment       | 16,584                 | 31,900                 | 10,003  | 18,400                 |
| 7611                        | Supplies-Flume                 | 2,441                  | 15,000                 | 2,279   | 10,000                 |
| 7612                        | Supplies-Dam                   | 834                    | 1,000                  | 277   | 1,000                  |
| 7613                        | Supplies-Ditches               | (122)                  | 68,000                 | -   | 9,700                  |
| 7614                        | Supplies-Well Field            | 7,008                  | 16,200                 | 1,107   | 22,700                 |
| 7615                        | Fuel                           | 171,736                | 152,600                | 65,347  | 152,600                |
| 7616                        | Conservation Programs          | 1,198                  | 1,800                  | 1,509   | 1,800                  |
| 7697                        | Inventory Adjustments          | 12,444                 | 13,000                 | (64)  | 15,000                 |
| 7698                        | Trade Discounts                | (179)                  | -                      | (157)   | -                      |
|                             |                                | <u>1,359,577</u>       | <u>1,406,200</u>       | <u>619,966</u>                                    | <u>1,377,500</u>       |



**OPERATING BUDGET DETAIL**  
**Fiscal Year 2021**

| Account                       | Description                   | 2019<br>Actual              | 2020<br>Budget              | Six Months Ended<br>12/31/2019<br>Actual | 2021<br>Budget              |
|-------------------------------|-------------------------------|-----------------------------|-----------------------------|--|-----------------------------|
| <b>Power</b>                  |                               |                             |                             |  |                             |
| 7701                          | Power-Buildings/Grounds       | 134,204                     | 135,700                     | 68,904                                   | 135,700                     |
| 7702                          | Power-T & D Systems           | 4,242                       | 4,000                       | 2,242                                    | 4,500                       |
| 7703                          | Power-Reservoirs              | 2,203                       | 1,800                       | 1,154                                    | 2,300                       |
| 7704                          | Power-Pump Station            | 165,251                     | 150,000                     | 109,100                                  | 200,000                     |
| 7705                          | Power-Water Treatment         | 1,572                       | 1,300                       | 902                                      | 1,800                       |
| 7706                          | Power-Well Field              | 159,222                     | 168,500                     | 43,480                                   | 97,200                      |
|                               |                               | <u>466,694</u>              | <u>461,300</u>              | <u>225,782</u>                           | <u>441,500</u>              |
| <b>Audit</b>                  |                               |                             |                             |  |                             |
| 7721                          | Audit                         | 23,750                      | 25,000                      | 16,750                                   | 25,500                      |
|                               |                               | <u>23,750</u>               | <u>25,000</u>               | <u>16,750</u>                            | <u>25,500</u>               |
| <b>Legal</b>                  |                               |                             |                             |  |                             |
| 7722                          | Legal-General                 | 122,599                     | 92,900                      | 36,181                                   | 124,900                     |
| 7723                          | Legal-Water Rights            | 146,517                     | 154,000                     | 72,371                                   | 149,000                     |
|                               |                               | <u>269,116</u>              | <u>246,900</u>              | <u>108,552</u>                           | <u>273,900</u>              |
| <b>Consultants</b>            |                               |                             |                             |  |                             |
| 7724                          | Consultants-General           | 303,454                     | 256,900                     | 157,435                                  | 52,100                      |
|                               |                               | <u>303,454</u>              | <u>256,900</u>              | <u>157,435</u>                           | <u>52,100</u>               |
| <b>Insurance</b>              |                               |                             |                             |  |                             |
| 7731                          | Insurance                     | 385,026                     | 311,000                     | 171,790                                  | 207,000                     |
|                               |                               | <u>385,026</u>              | <u>311,000</u>              | <u>171,790</u>                           | <u>207,000</u>              |
| <b>Communications</b>         |                               |                             |                             |  |                             |
| 7741                          | Communications                | 51,755                      | 51,100                      | 25,556                                   | 54,300                      |
|                               |                               | <u>51,755</u>               | <u>51,100</u>               | <u>25,556</u>                            | <u>54,300</u>               |
| <b>Uncollectible Accounts</b> |                               |                             |                             |  |                             |
| 7751                          | Uncollectible Accounts        | 11,955                      | 26,300                      | 16,107                                   | 100,000                     |
|                               |                               | <u>11,955</u>               | <u>26,300</u>               | <u>16,107</u>                            | <u>100,000</u>              |
| <b>Burden Allocation</b>      |                               |                             |                             |  |                             |
| 7799                          | Burden Allocation             | (1,363,958)                 | (1,370,000)                 | (630,737)                                | (1,406,000)                 |
|                               |                               | <u>(1,363,958)</u>          | <u>(1,370,000)</u>          | <u>(630,737)</u>                         | <u>(1,406,000)</u>          |
| <b>Loss/(Gain) on Assets</b>  |                               |                             |                             |  |                             |
| 8401                          | Asset Disposal Net Book Value | (574,362)                   | -                           | 1,605                                    | -                           |
| 8402                          | Asset Disposal Proceeds       | 4,296,785                   | -                           | (38,458)                                 | -                           |
|                               |                               | <u>3,722,423</u>            | <u>-</u>                    | <u>(36,853)</u>                          | <u>-</u>                    |
| <b>Total Operating Budget</b> |                               | <u><u>\$ 49,042,741</u></u> | <u><u>\$ 46,942,100</u></u> | <u><u>\$ 22,557,950</u></u>              | <u><u>\$ 48,250,000</u></u> |

# **Capital Budget**

# Vista Irrigation District

## CAPITAL BUDGET

### Fiscal Year 2021

|   | Page<br>No. | Budget<br>Item No. | 2021<br>Budget      |
|---|-------------|--------------------|---------------------|
| <b>ENGINEERING:</b>                       |             |                    |                     |
| Buena Creek (HB) Reservoir Rehabilitation | 22          | 18-05              | \$ 2,500,000        |
| Vista Flume Replacement                   | 23          | 21-xx              | 750,000             |
| Four Reservoirs Rehabilitation            | 24          | 20-03              | 140,000             |
|   |             |                    | 3,390,000           |
| <b>FIELD SERVICES:</b>                    |             |                    |                     |
| Medium Duty Truck                         | 25          | 21-xx              | 120,000             |
| Vacuum Excavator                          | 26          | 21-xx              | 66,000              |
|   |             |                    | 186,000             |
| <b>OPERATIONS:</b>                        |             |                    |                     |
| Water Quality Monitoring Panel            | 27          | 21-xx              | 34,000              |
| <b>WATER RESOURCES:</b>                   |             |                    |                     |
| Ditch Repair- Warner Ranch                | 28          | 21-xx              | 2,190,000           |
| <b>TOTAL CAPITAL BUDGET</b>               |             |                    | <b>\$ 5,800,000</b> |

## **Capital Budget Detail**

# Capital Budget Request

| <b>Project or Equipment Information</b>      |  |  |
|--|--|--|
| <b>Title:</b>                                | Buena Creek (HB) Reservoir Rehabilitation  | <input type="checkbox"/> New Item<br><input checked="" type="checkbox"/> Replacement |
| <b>Description:</b>                          | Design and construction of repairs needed to the Buena Creek (HB) Reservoir.   |  |
| <b>Reason for Request:</b>                   | The Buena Creek (HB) Reservoir is a 4.5 million gallon pre-stressed concrete reservoir constructed in 1963. Rehabilitation efforts will include a seismic retrofit, new roof, new interior lining, and inlet/outlet piping upgrades.   |  |
| <b>Asset Being Replaced (If Applicable):</b> | <ul style="list-style-type: none"> <li>• Partial Disposal of Asset No. 2191, HB Reservoir Construction, Date Built: 1963, Original Cost: \$56,312, Net Book Value: \$1,331</li> <li>• Asset No. 2193, HB Reservoir Hypalon Liner, Date Acquired: 4/30/1987, Original Cost: \$158,439, Net Book Value: \$0</li> <li>• Asset No. 2203, HB Reservoir Inside Ladders, Date Acquired: 5/31/1983, Original Cost: \$5,537, Net Book Value: \$0</li> <li>• Asset No. 2205, HB Reservoir Altitude Valve and Piping, Date Acquired: 1/31/1993, Original Cost: \$36,954, Net Book Value: \$0</li> <li>• Asset No. 3353, HB Reservoir Altitude Valve Actuator, Date Acquired: 5/6/2015, Original Cost: \$5,645, Net Book Value: \$0</li> </ul> |  |

| <b>Cost Estimate (Whole Dollars only)</b> |  |                              |              |
|---|--|------------------------------|--------------|
|   | <b>District<br/>Labor &amp; Fringe</b> | <b>Outside<br/>Purchases</b> | <b>Total</b> |
| FY 2017 Budget:                           |  |                              | 0            |
| FY 2018 Budget:                           |  | 75,000                       | 75,000       |
| FY 2019 Budget:                           |  | 1,400,000                    | 1,400,000    |
| FY 2020 Budget:                           |  | 3,275,000                    | 3,275,000    |
| <b>FY 2021 Budget:</b>                    |  | 2,500,000                    | 2,500,000    |
| FY 2022 and thereafter:                   |  |                              | 0            |
| <b>Total Projected Amount:</b>            |  | 7,250,000                    | 7,250,000    |

**Requesting Department:** Engineering

**Budget Item Number:** 18-05

# Capital Budget Request

| <b>Project or Equipment Information</b>      |  |  |
|--|--|--|
| <b>Title:</b>                                | Vista Flume Replacement  | <input type="checkbox"/> New Item<br><input checked="" type="checkbox"/> Replacement |
| <b>Description:</b>                          | Alignment study, design, environmental impact report, and construction to replace the 11 mile Vista Flume.                                 |  |
| <b>Reason for Request:</b>                   | The Vista Flume is approaching its useful life and needs to be replaced.   |  |
| <b>Asset Being Replaced (If Applicable):</b> | All assets related to the Vista Flume may be replaced. All disposal amounts to be determined after the alignment study has been completed. |  |

| <b>Cost Estimate (Whole Dollars only)</b> |                            |                      |                                |
|---|----------------------------|----------------------|--------------------------------|
|   | District<br>Labor & Fringe | Outside<br>Purchases | Total                          |
| FY 2017 Budget:                           | <input type="text"/>       | <input type="text"/> | <input type="text" value="0"/> |
| FY 2018 Budget:                           | <input type="text"/>       | <input type="text"/> | <input type="text" value="0"/> |
| FY 2019 Budget:                           | <input type="text"/>       | <input type="text"/> | <input type="text" value="0"/> |
| FY 2020 Budget:                           | <input type="text"/>       | <input type="text"/> | <input type="text" value="0"/> |
| <b>FY 2021 Budget:</b>                    | <input type="text"/>       | 750,000              | 750,000                        |
| FY 2022 and thereafter:                   | <input type="text"/>       | 119,250,000          | 119,250,000                    |
| <b>Total Projected Amount:</b>            | <input type="text"/>       | 120,000,000          | 120,000,000                    |

**Requesting Department:** Engineering

**Budget Item Number:** 21-XX

# Capital Budget Request

| <b>Project or Equipment Information</b>      |  |  |
|--|--|--|
| <b>Title:</b>                                | Four Reservoirs Rehabilitation   | <input type="checkbox"/> New Item<br><input checked="" type="checkbox"/> Replacement |
| <b>Description:</b>                          | Design and construction of repairs needed to the Virginia Place (A), Summit Trail (C), Cabrillo Circle (E-1), and Deodar Reservoirs.   |  |
| <b>Reason for Request:</b>                   | The Virginia Place (A), Summit Trail (C), and Cabrillo Circle (E-1) Reservoirs are conventionally reinforced concrete reservoirs constructed in the 1920s and have capacities of 0.8, 0.8, and 0.6 million gallons, respectively. Deodar is a 1.3 million gallon pre-stressed concrete reservoir constructed in 1978. The first phase will be to perform a detailed inspection and structural analysis of each tank and define the rehabilitation improvements necessary, which may include seismic retrofit, new roof, and inlet/outlet piping upgrades, and replacement of pre-stressing wires for Deodar. Complete replacement may be needed under a worst-case scenario. |  |
| <b>Asset Being Replaced (If Applicable):</b> | Partial Disposal of Asset No. 2160, Reservoirs Various (A, C, E-1), Original Cost & Net Book Value: TBD*<br>Partial Disposal of Asset No. 2188, Deodar Reservoir 1.3 mg, Original Cost & Net Book Value: TBD*<br>* All partial disposal amounts to be determined after the design has been completed.  |  |

| <b>Cost Estimate (Whole Dollars only)</b> |  |                              |              |
|---|--|------------------------------|--------------|
|   | <b>District<br/>Labor &amp; Fringe</b> | <b>Outside<br/>Purchases</b> | <b>Total</b> |
| FY 2017 Budget:                           |  |                              | 0            |
| FY 2018 Budget:                           |  |                              | 0            |
| FY 2019 Budget:                           |  |                              | 0            |
| FY 2020 Budget:                           |  | 50,000                       | 50,000       |
| <b>FY 2021 Budget:</b>                    |  | 140,000                      | 140,000      |
| FY 2022 and thereafter:                   |  | 9,010,000                    | 9,010,000    |
| <b>Total Projected Amount:</b>            |  | 9,200,000                    | 9,200,000    |

**Requesting Department:** Engineering

**Budget Item Number:** 20-03

# Capital Budget Request

| Project or Equipment Information             |  |  |
|--|--|--|
| <b>Title:</b>                                | Medium Duty Truck  | <input type="checkbox"/> New Item<br><input checked="" type="checkbox"/> Replacement |
| <b>Description:</b>                          | (1) Medium Duty Truck, Class 6 (\$120,000)   |  |
| <b>Reason for Request:</b>                   | Ford F550 truck has engine and chassis issues and the longevity of the diesel particulate filters are uncertain.   |  |
| <b>Asset Being Replaced (If Applicable):</b> | •Asset No. 2989/3258, 2005 Ford - F550, Date Acquired: 11/15/2005, Original Cost: \$122,937 (Partial \$67,394), (Original cost includes diesel particulate filter, acquired on 11/7/2012 for \$13,975) Net Book Value: \$1,124 |  |

| Cost Estimate (Whole Dollars only) |                                |                                      |                                      |
|------------------------------------|--------------------------------|--------------------------------------|--------------------------------------|
|                                    | District<br>Labor & Fringe     | Outside<br>Purchases                 | Total                                |
| FY 2017 Budget:                    | <input type="text"/>           | <input type="text"/>                 | <input type="text" value="0"/>       |
| FY 2018 Budget:                    | <input type="text"/>           | <input type="text"/>                 | <input type="text" value="0"/>       |
| FY 2019 Budget:                    | <input type="text"/>           | <input type="text"/>                 | <input type="text" value="0"/>       |
| FY 2020 Budget:                    | <input type="text"/>           | <input type="text"/>                 | <input type="text" value="0"/>       |
| <b>FY 2021 Budget:</b>             | <input type="text" value="0"/> | <input type="text" value="120,000"/> | <input type="text" value="120,000"/> |
| FY 2022 and thereafter:            | <input type="text"/>           | <input type="text"/>                 | <input type="text" value="0"/>       |
| <b>Total Projected Amount:</b>     | <input type="text" value="0"/> | <input type="text" value="120,000"/> | <input type="text" value="120,000"/> |

**Requesting Department:** Field Services

**Budget Item Number:** 21-XX



# Capital Budget Request

| Project or Equipment Information             |  |  |
|--|--|--|
| <b>Title:</b>                                | Vacuum Excavator   | <input type="checkbox"/> New Item<br><input checked="" type="checkbox"/> Replacement |
| <b>Description:</b>                          | Trailer mounted vacuum excavation system.  |  |
| <b>Reason for Request:</b>                   | The District's existing vacuum excavation system is 13 years in age and major components of the vacuum system (spoil tank and vacuum separator) are corroded and need to be replaced. Replacement of the spoil tank and vacuum separator are not cost-effective versus purchasing a new unit. Staff uses the vacuum excavator for potholing, leak excavation and roadway clean-up. |  |
| <b>Asset Being Replaced (If Applicable):</b> | Asset No. 3072, 2007 McLaughlin, Date Acquired: 12/17/2007, Original Cost: \$52,420, Net Book Value: \$0   |  |

| Cost Estimate (Whole Dollars only) |                            |                      |        |
|------------------------------------|----------------------------|----------------------|--------|
|                                    | District<br>Labor & Fringe | Outside<br>Purchases | Total  |
| FY 2017 Budget:                    |                            |                      | 0      |
| FY 2018 Budget:                    |                            |                      | 0      |
| FY 2019 Budget:                    |                            |                      | 0      |
| FY 2020 Budget:                    |                            |                      | 0      |
| <b>FY 2021 Budget:</b>             | 0                          | 66,000               | 66,000 |
| FY 2022 and thereafter:            |                            |                      | 0      |
| <b>Total Projected Amount:</b>     | 0                          | 66,000               | 66,000 |

**Requesting Department:** Field Services

**Budget Item Number:** 21-XX

# Capital Budget Request

| Project or Equipment Information             |   |  |
|--|---|--|
| <b>Title:</b>                                | Water Quality Monitoring Panel  | <input checked="" type="checkbox"/> New Item<br><input type="checkbox"/> Replacement |
| <b>Description:</b>                          | Continuous water quality monitoring for chlorine and turbidity at MD reservoir. Water quality equipment will be integrated into the existing SCADA system at the reservoir.     |  |
| <b>Reason for Request:</b>                   | Equipment will monitor key water quality parameters to the influent of the Bennett service area in San Marcos, which is also representative of flume water quality at MD bench. |  |
| <b>Asset Being Replaced (If Applicable):</b> |   |  |

| Cost Estimate (Whole Dollars only) |                                     |                                     |                                     |
|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
|                                    | District<br>Labor & Fringe          | Outside<br>Purchases                | Total                               |
| FY 2017 Budget:                    | <input type="text"/>                | <input type="text"/>                | <input type="text" value="0"/>      |
| FY 2018 Budget:                    | <input type="text"/>                | <input type="text"/>                | <input type="text" value="0"/>      |
| FY 2019 Budget:                    | <input type="text"/>                | <input type="text"/>                | <input type="text" value="0"/>      |
| FY 2020 Budget:                    | <input type="text"/>                | <input type="text"/>                | <input type="text" value="0"/>      |
| <b>FY 2021 Budget:</b>             | <input type="text" value="17,000"/> | <input type="text" value="17,000"/> | <input type="text" value="34,000"/> |
| FY 2022 and thereafter:            | <input type="text"/>                | <input type="text"/>                | <input type="text" value="0"/>      |
| <b>Total Projected Amount:</b>     | <input type="text" value="17,000"/> | <input type="text" value="17,000"/> | <input type="text" value="34,000"/> |

**Requesting Department:** Operations

**Budget Item Number:** 21-XX

# Capital Budget Request

| <b>Project or Equipment Information</b>      |  |  |
|--|--|--|
| <b>Title:</b>                                | Ditch Repair- Warner Ranch   | <input type="checkbox"/> New Item<br><input checked="" type="checkbox"/> Replacement |
| <b>Description:</b>                          | Place approximately 3,900 feet of 36-inch and 700 feet of 24-inch diameter reinforced concrete pipe at bottom of existing damaged section of slipform concrete lined ditch on Warner Ranch. Employ special construction methods to avoid impacts to Stephens' Kangaroo Rat.                                    |  |
| <b>Reason for Request:</b>                   | Heavy rains in February 2019 caused widespread cracking, buckling and lifting of a section of the concrete lined ditch that carries pumped groundwater to Lake Henshaw. With this portion of the ditch out of service, most of the wellfield cannot be used to augment surface water runoff into Lake Henshaw. |  |
| <b>Asset Being Replaced (If Applicable):</b> |  |  |

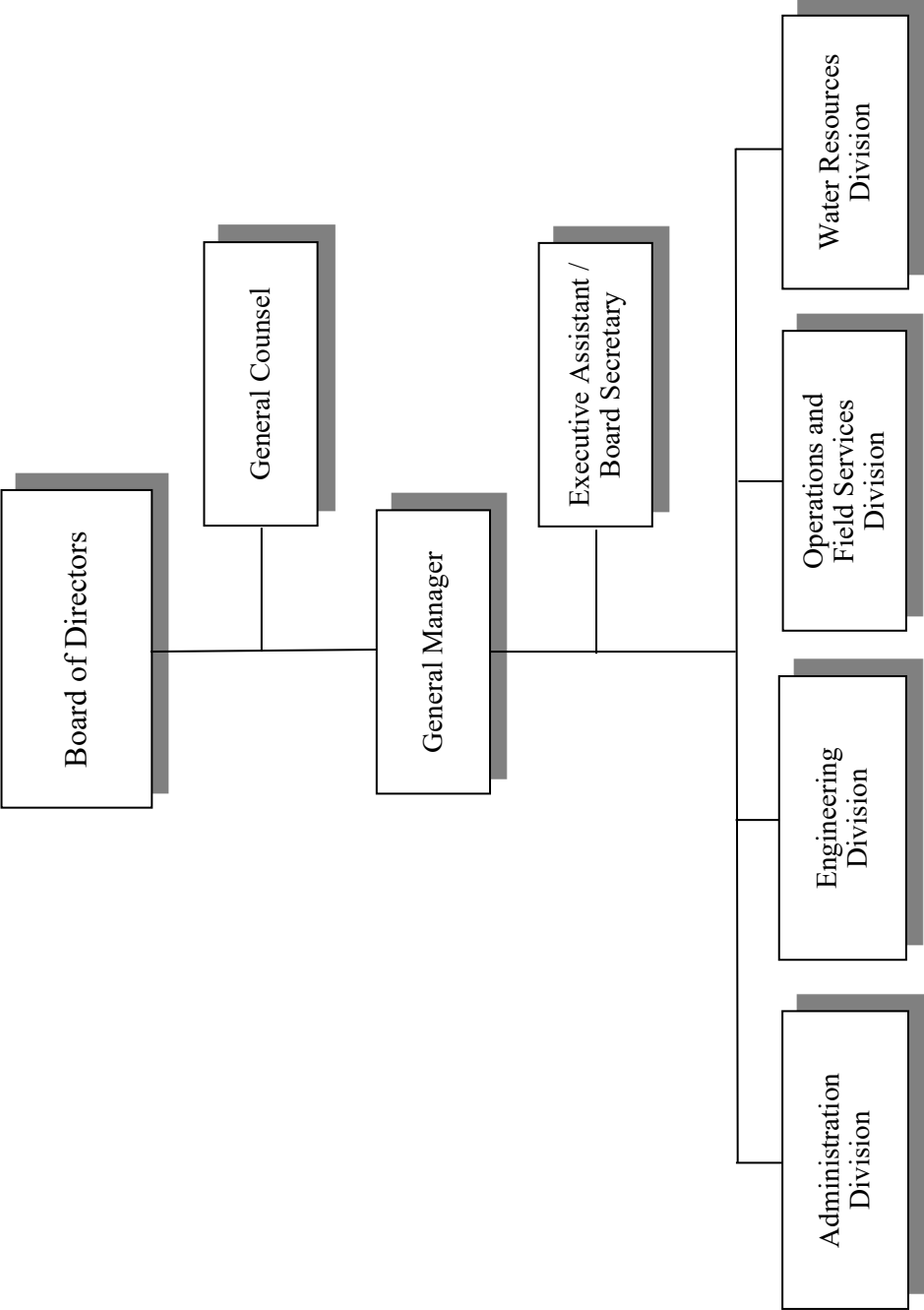
| <b>Cost Estimate (Whole Dollars only)</b> |                            |                      |           |
|---|----------------------------|----------------------|-----------|
|   | District<br>Labor & Fringe | Outside<br>Purchases | Total     |
| FY 2017 Budget:                           |                            |                      | 0         |
| FY 2018 Budget:                           |                            |                      | 0         |
| FY 2019 Budget:                           |                            |                      | 0         |
| FY 2020 Budget:                           |                            |                      | 0         |
| <b>FY 2021 Budget:</b>                    | 0                          | 2,190,000            | 2,190,000 |
| FY 2022 and thereafter:                   |                            |                      | 0         |
| <b>Total Projected Amount:</b>            | 0                          | 2,190,000            | 2,190,000 |

**Requesting Department:** Water Resources

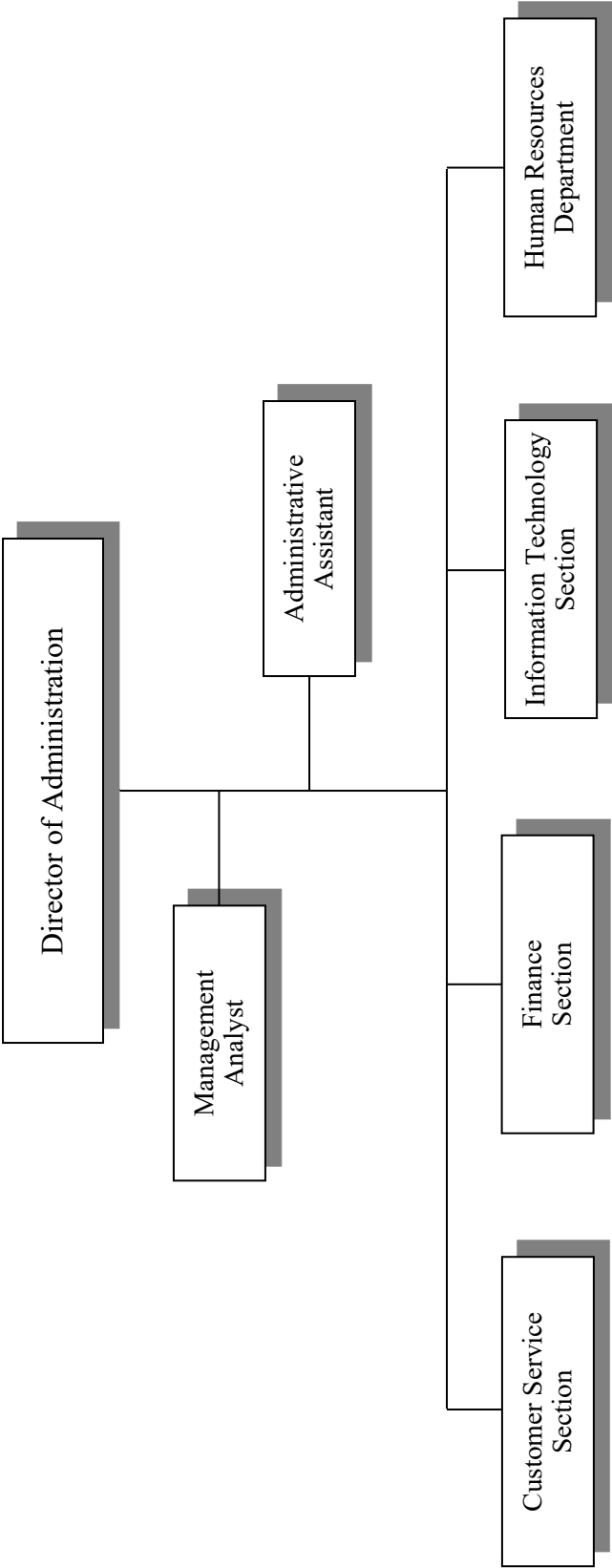
**Budget Item Number:** 21-XX

# **Organization Charts**

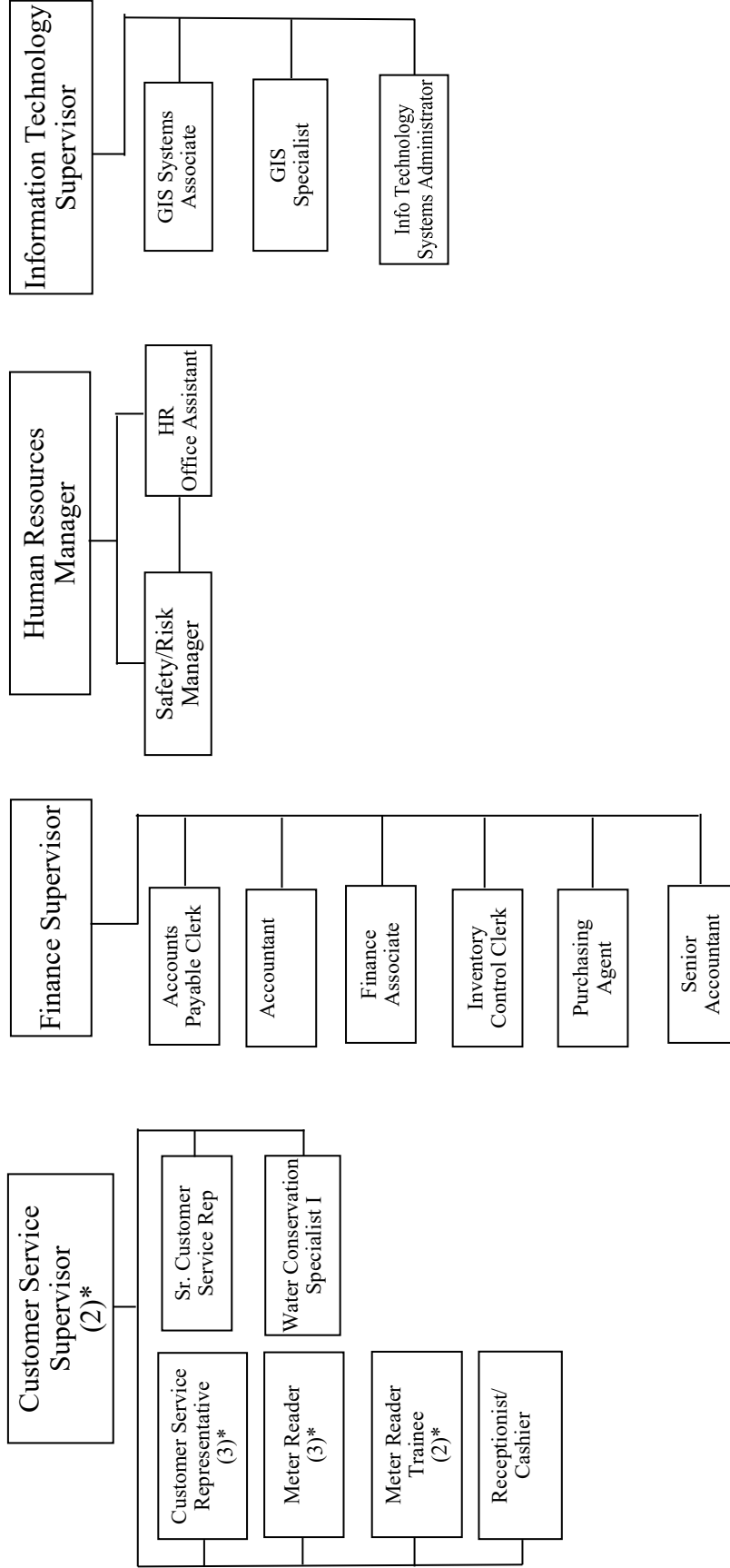
# VID Divisions and Organization



# Administration Division

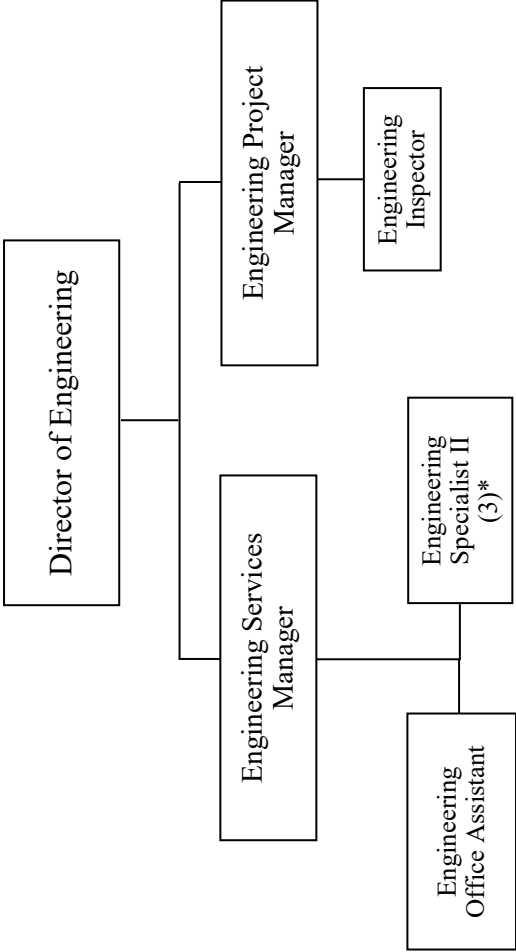


# Customer Service, Finance, Information Technology Sections and Human Resources Department



\*Number of positions with the title if more than 1

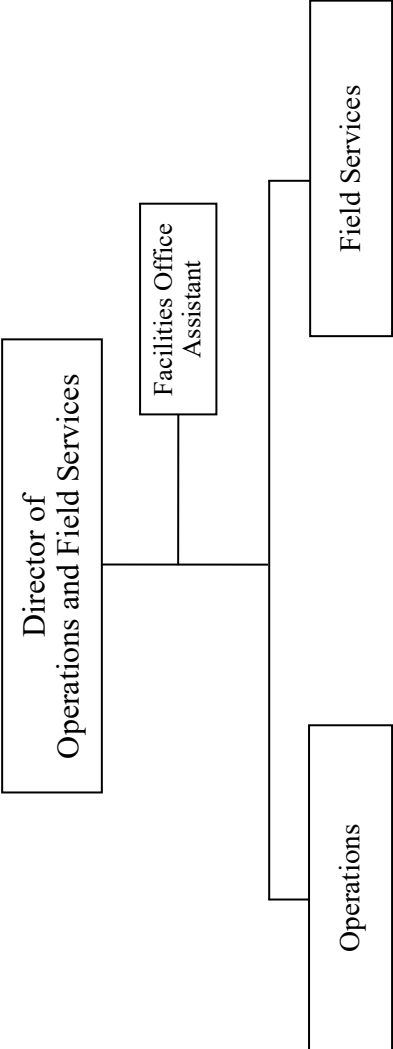
# Engineering Division



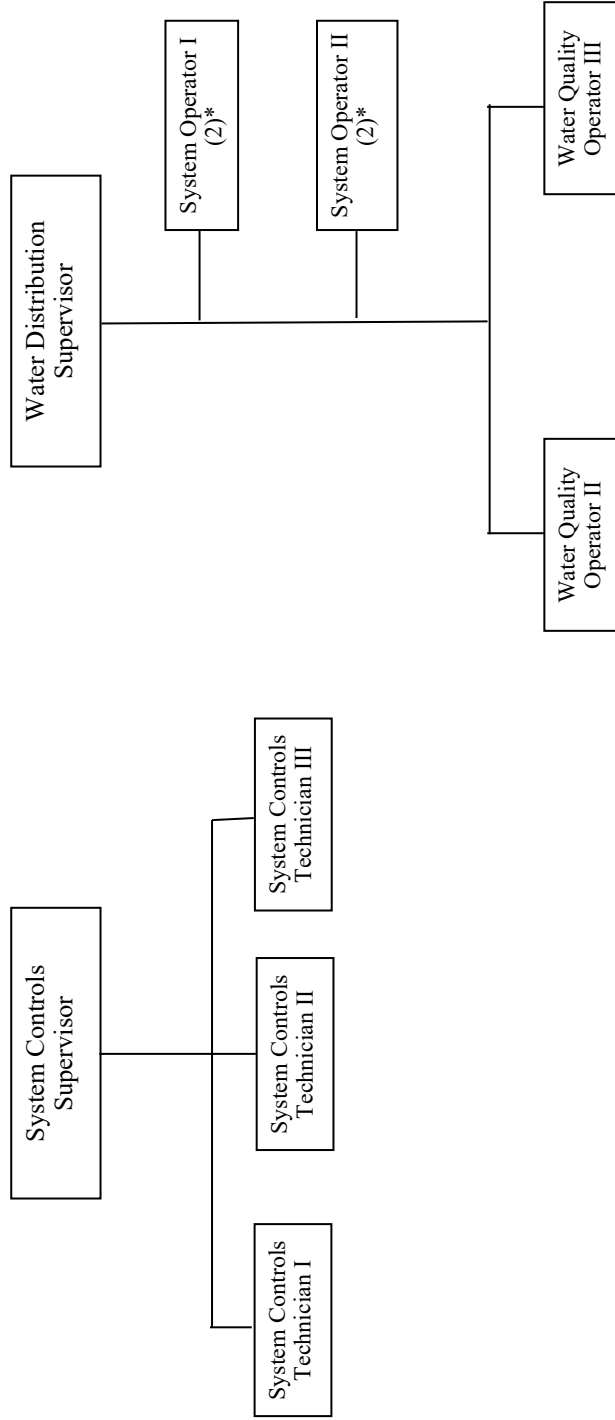
\*Number of positions with the title if more than 1



# Operations and Field Services Division

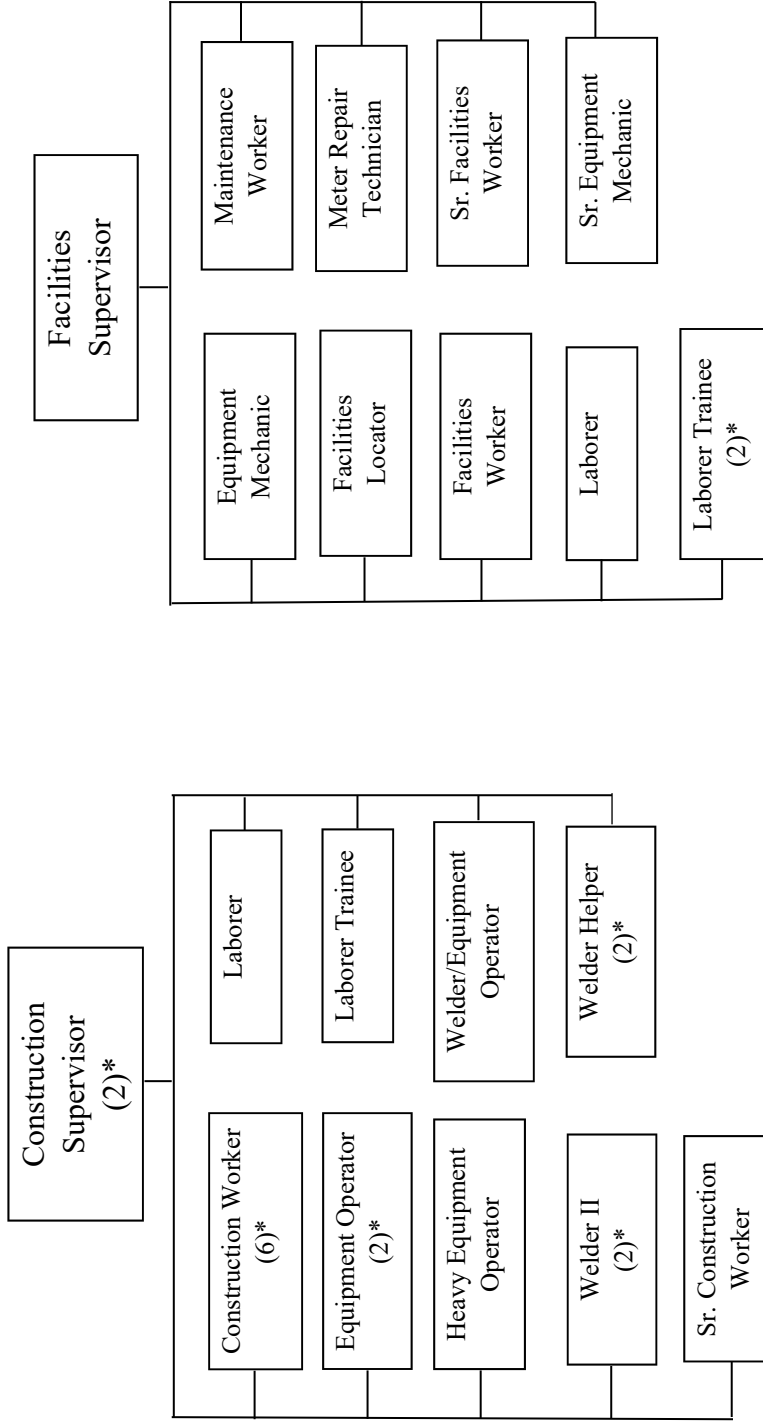


# Operations



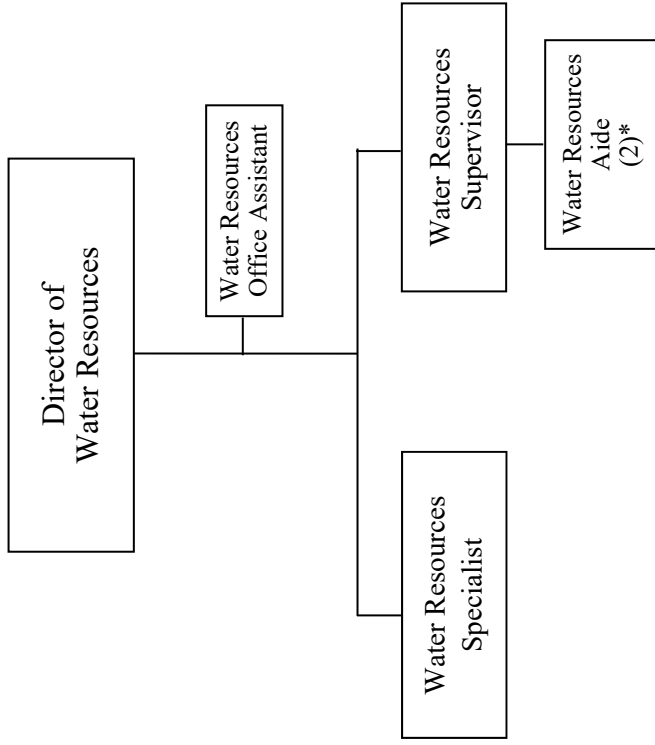
\*Number of positions with the title if more than 1

# Field Services



\*Number of positions with the title if more than 1

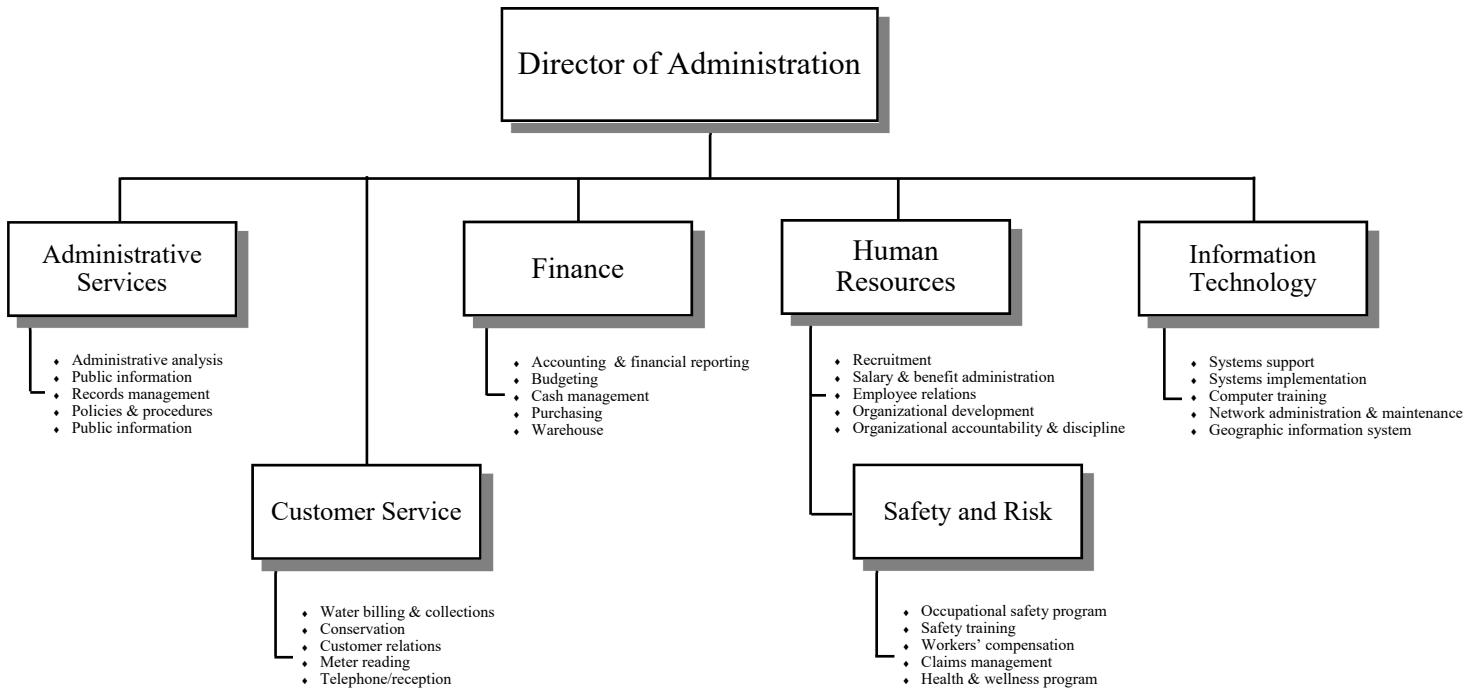
# Water Resources Division



\*Number of positions with the title if more than 1

**Division/Department**  
**Mission Statements and Descriptions**

# ADMINISTRATION DIVISION



## Mission Statement

The mission of the Administration Division is to provide timely, accurate and useful information to the Board, staff and public; ensure that the District is in compliance with all applicable laws, statutes and reporting requirements; to provide administrative support to all the other divisions and departments in order to help them achieve their individual missions and the overall mission of the District; and to promote a positive and safe working environment for all District employees.

**Number of Positions: 32**

# **ADMINISTRATIVE SERVICES DIVISION**

## **Mission Statement**

The mission of the Administrative Services Division is to provide professional and clerical support for all departments so that orderly operation of these departments can be maintained, and to keep the public and the Board informed of important District affairs.

## **Description**

The Administrative Services Division is the clearinghouse for all of the District's policies, procedures, rules and regulations. The Division manages the District's central files and records and retrieves essential documents when needed by other departments. The Section conducts a variety of special studies and projects related to the functions and goals of the District. Additionally, the Division provides the media and the public with information concerning District operations and coordinates the development and maintenance of the District's website and other outreach platforms.

# **CUSTOMER SERVICE SECTION**

## **Mission Statement**

The mission of the Customer Service Section is to provide the highest quality customer service to the District's customers, to promptly account for water used and administer District policies on ownership, tenancy, billing and collection of water revenues, and to provide courteous assistance to customers in understanding their billing and the services provided by the District.

## **Description**

The Customer Service Section is the "Front Line" to the customer and the general public about District policies on water billing, payments and customer service. The Section is responsible for reading water meters and preparing water bills and responding to customer inquiries regarding water accounts. In the cash handling function, the Customer Service Section balances and prepares receipts and bank deposits. A Section staff member serves as receptionist and telephone operator for the District.

The Section also implements proven water conservation programs that improve the efficient use of water. Staff educates the public on water conservation methods and techniques through workshops, seminars, home visits, school programs and other group and community activities.



# **FINANCE SECTION**

## **Mission Statement**

The mission of the Finance Section is to safeguard the financial integrity and assets of the District.

## **Description**

The Finance Section is responsible for day-to-day accounting and financial operations of the District. Following the principles of governmental accounting, the District is accounted for on an accrual basis, as an Enterprise Fund. Internal accounting controls, as required under generally accepted accounting principles, are strictly enforced in safeguarding the District's property and in preparing financial statements. Additionally, the Section produces the District's annual audited financial statements and other financial management reports, prepares and monitors the District's annual operating and capital budgets, assists other departments with procuring supplies, equipment and services and operates the District's warehouse.

# **HUMAN RESOURCES DEPARTMENT**

## **Mission Statement**

The mission of the Human Resources Department is to recruit, develop, and retain a highly qualified staff and to develop and maintain organizational systems that value safety, quality performance, professional ethics, and personal integrity.

## **Description**

The Human Resources Department is responsible for position classification, recruitment, compensation, organizational development, employee and dependent benefits, employee/employer relations, organizational accountability and workforce retention and succession planning efforts.

Following generally accepted and legally mandated human resources practices in public sector agencies, the Human Resources Department also administers the District's programs and policies for equal employment, employee benefits, performance evaluations, labor negotiations, and discipline proceedings.

In addition, Human Resources conducts job classification and salary surveys; recommends salaries based on internal equity and job market indicators; serves as an internal consultant to District employees, and as a business partner with supervisors and managers on human resources and organization development issues. Human Resources also develops and monitors memorandums of agreement and develops and administers all District personnel policies and procedures.

# **INFORMATION TECHNOLOGY SECTION**

## **Mission Statement**

The mission of the Information Technology Section is to install, maintain and support the District's computers, software and automated systems and to train District employees in their use.

## **Description**

Information Technology Section is responsible for managing the District's Information Technology systems. In addition, staff provides facility information by use of a computerized geographic information system. Staff provides overall project management for the implementation, integration and maintenance of the District's automated information systems and provides technical support and coordination for the district's hardware, software, network, and telephone systems. Staff also provides appropriate staff training in computer skills.

# **SAFETY AND RISK MANAGEMENT SECTION**

## **Mission Statement**

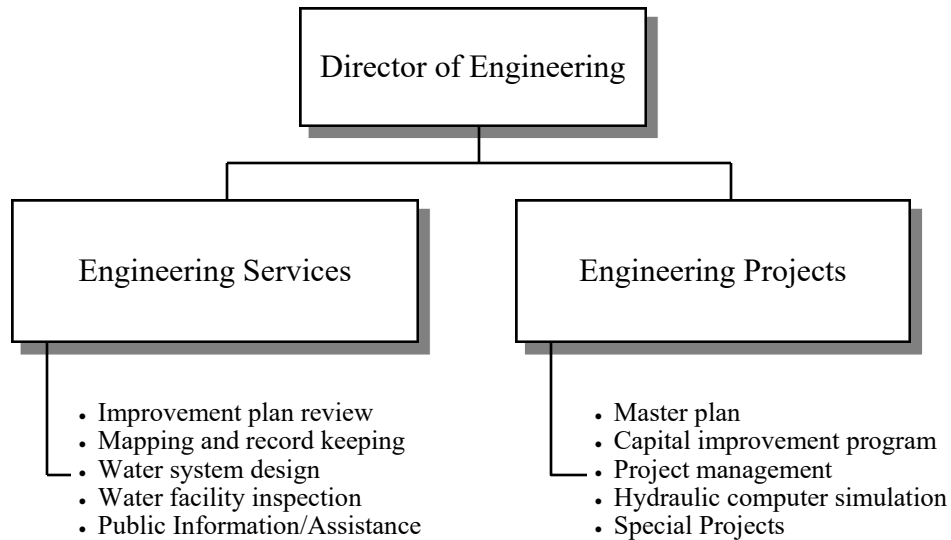
The mission of the Safety and Risk Management Section is to assist in the identification and prevention of events that cause harm to people, property or the environment.

## **Description**

In the area of occupational safety, the Section is responsible for developing, maintaining, and implementing comprehensive safety and health programs, educational materials, and procedures designed to increase knowledge of employees and reduce injuries. The Section identifies safety training needs, schedules competent trainers, and tracks and maintains records of completed training. The Section conducts post incident injuries, vehicle or equipment incident investigations. Section staff participates on the District Safety Committee that discusses, solves and implements safety issues. The Section is also responsible for serving as a liaison for workers' compensation matters and return to work opportunities.

In the area of Risk Management, the Section is responsible for case management of claims pertaining to damage or liability against the District, conducting field investigations on claims, obtaining estimates for repairs, informing claimant of legal requirements for filing a claim, and keeps claimant informed. The Section is also responsible for informing the insurance carrier of the incident details and operates within the guidelines of the contract. The Section recommends the denial or acceptance of claims to the General Manager and negotiates with claimants and settles claims within limits of authority, as necessary.

# ENGINEERING DIVISION



## Mission Statement

The mission of the Engineering Division is to provide our customers with a reliably designed distribution system that will deliver the needed quantity and quality of water in the most economically and environmentally sensitive manner and to provide courteous and professional assistance to the public, while insuring policies of the District are followed.

**Number of Positions: 8**

# **ENGINEERING SERVICES DEPARTMENT**

## **Mission Statement**

The mission of the Engineering Services Department is to insure the efficient and orderly extension of the District's distribution system and clearly relate and administer District policies to customers so that the appropriate level of water service can be provided.

## **Description**

The Engineering Services Department is responsible for day-to-day engineering activities of the District. The Department interacts with customers, developers and other public agencies regarding water system improvements and extensions. The Department also designs, checks, inspects and ensures proper mapping of improvements to the system as well as processes contracts, legal documents and service applications.

# **ENGINEERING PROJECTS DEPARTMENT**

## **Mission Statement**

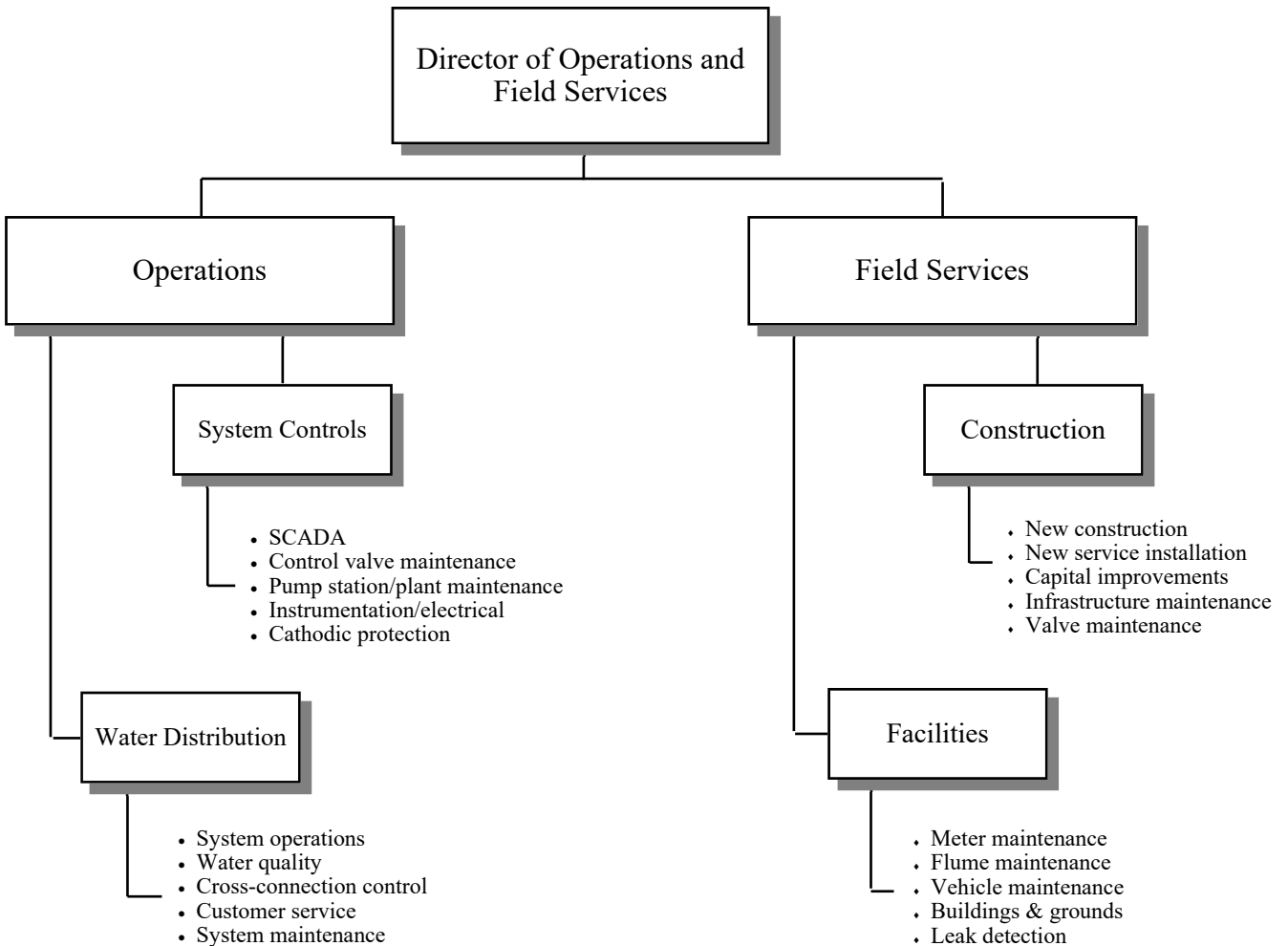
The mission of the Engineering Projects Department is to plan and coordinate the long and short-range water supply and facility needs of the District by developing a master plan of facilities and planning and implementing of a capital improvements program.

## **Description**

The Engineering Projects Department utilizes available data and a computerized hydraulic analysis model to develop and update a master plan of facilities needed for the District's distribution system. This information is used to plan, develop, budget and implement a capital improvements program. Staff provides fire flow and water facility sizing analysis for proposed developments and extensions to the District's facilities.

The Engineering Projects Department also assists in special project needs of the Engineering Services Department and other District departments, as well as providing design, project management, coordination, and inspection of District capital improvement projects.

# OPERATIONS AND FIELD SERVICES DIVISION



## Mission Statement

The mission of the Operations and Field Services Division is to effectively produce, treat, monitor and distribute a safe, reliable, potable water supply to our customers throughout the District's service area; to manage and promote the cost effective and safe operation of the District's construction and maintenance activities; to operate and maintain the District's equipment and facilities in a professional and workman like manner; to provide reliability of service to our customers; to provide for a safe and efficient local water supply.

**Number of Positions: 43**



# **OPERATIONS**

## **Mission Statement**

The mission of Operations is to manage, oversee, and support the System Controls Section and the Water Distribution Section to ensure an efficient distribution of a safe, reliable potable water supply throughout the District's service area. The mission includes the monitoring, operating and proactive maintenance of all the District's water storage, pumping and conveyance facilities.

# **SYSTEM CONTROLS SECTION**

## **Mission Statement**

The mission of the System Controls Section is to leverage the capabilities of the District's operators to monitor and operate the water production and distribution systems through remote sensing and control systems; to construct and maintain the electrical control systems of the District's water storage, pumping and conveyance facilities; and to provide for the proactive maintenance of the District's pumps, hydraulic control valves and cathodic protection systems; all to ensure the safe, reliable and efficient operation the District's water distribution system.

## **Description**

The System Controls Section performs predictive, preventive, and corrective maintenance on pumps, motors, regulators, chlorination plants, seismic control valves, water quality monitoring equipment, motor control and cathodic protection systems. Controls staff also maintains and supports the development of the District's Supervisory Control and Data Acquisition (SCADA) system and 900 MHz wireless radio communication network. Additionally, the section upgrades various control systems, in accordance with District standards and safety requirements, to meet modern criteria and to enhance distribution system monitoring and performance.

# **WATER DISTRIBUTION SECTION**

## **Mission Statement**

The mission of the Water Distribution Section is to efficiently operate the District's water distribution system to ensure a safe, reliable water supply throughout the District's service area while maintaining the highest standards of customer service.

## **Description**

The Water Distribution Section is responsible for anticipating water supply needs and ordering sufficient water volumes to meet system demands and storage needs for normal and emergency operations. The Section is also responsible for maintaining water quality, system, facility and infrastructure monitoring, cross-connection control, documentation, reporting, safe work practices and maintenance and operation of its state-certified laboratory. The Section responds to customer inquiries regarding water supply, water pressure and water quality issues, and coordinates system operation during planned and unplanned outage events. The Section has the responsibility to ensure that the District remains in compliance with federal, state and local regulations, including those promulgated by: State Water Resources Control Board; The Regional Water Quality Control Board; Environmental Laboratory Accreditation Program; County Health Department; Office of Environmental Health Hazard Assessments; Occupational Safety and Health Administration; and California Code of Regulations - Title 17 and 22.

# **FIELD SERVICES**

## **Mission Statement**

The mission of the Field Services is to manage, oversee, and support the Construction and Facilities Sections which includes new construction and maintenance of the existing underground system as well as maintenance on the District's equipment and above ground facilities.

# CONSTRUCTION SECTION

## **Mission Statement**

The mission of the Construction Section is to support the District's distribution system through new construction, system expansion and maintenance using available resources in a safe and efficient manner.

## **Description**

The Construction Section performs a wide variety of maintenance functions to the District's underground infrastructure as well as system expansions through new construction projects. The Section's responsibilities include the maintenance of the District's ever-growing 429 miles of pipelines and services. The staff handles an assortment of repairs and new installations within the District. In cooperation with the District's Engineering Division, the Construction Section work schedules include coordination with developers, contractors, other utilities and public agencies to meet the water demands of a growing community. Maintaining the gate valves throughout the distribution system is also another task the Construction Section performs in order to assure maximum operational efficiency.

# **FACILITIES SECTION**

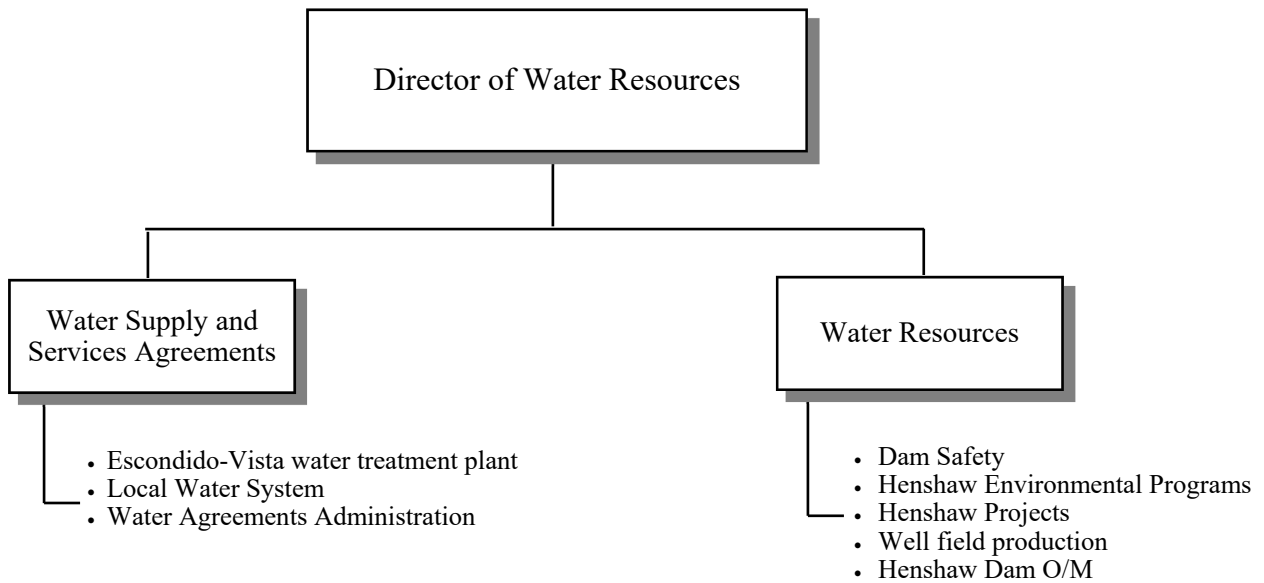
## **Mission Statement**

The mission of the Facilities Section is to utilize predictive and preventive maintenance procedures to keep the District's equipment and above ground facilities and grounds in a safe, workman like and professional working order, and to detect and repair problems before they lead to expensive and disruptive breakdowns.

## **Description**

Facilities staff provides a variety of maintenance functions. Employees provide twenty four hour on-call emergency response coverage for facility repairs and maintenance. Staff maintains and repairs the District's buildings, reservoirs, pumping stations, water treatment plants, and 13 miles of Vista Flume which includes roadways and culverts. The Section has a leak detection program and provides pipeline locating for District staff and contractors. Weeding and brush control programs have been put in place at District facilities to minimize fire hazards and potential liabilities. The Garage provides maintenance to over 63 trucks and sedans and a wide variety of light and heavy construction equipment. The Meter Shop provides special meter reading, meter accuracy and maintenance programs. The Maintenance Shop is kept equipped to perform special building projects as required in a timely manner.

# WATER RESOURCES DIVISION



## Mission Statement

The mission of the Water Resources Division is to procure a safe and reliable local water supply for the District; to treat the water to standards that meet or exceed state and federal law; to cooperatively administer agreements pertaining to Local and Supplemental Water; to provide for the safety and security of the Henshaw Dam; and to conserve the resources of the Warner Ranch, including its watershed and aquifers in a cost effective and environmentally responsible manner.

**Number of Positions: 6**

# **WATER SUPPLY SERVICES AND AGREEMENTS**

## **Mission Statement**

The District's mission in procuring the services of the City of Escondido is to convey water produced by the Local Water System to the headworks of the Escondido-Vista Water Treatment Plant and to treat local and/or imported water supplies in an environmentally and economically responsible manner. The District's mission in administering agreements pertaining to local and supplemental water is to maintain the District's long-term rights to the waters of the San Luis Rey River watershed.

## **Description**

The City of Escondido (City) owns and operates the Escondido Canal and other facilities, which divert water out of the San Luis Rey River and convey it to the headworks of the Escondido/Vista Water Treatment Plant. Under the terms of the Local Entities' Agreement, the Vista Irrigation District has rights to 50 percent of the capacity of these conveyance facilities and pays for 50 percent of the operation and maintenance. Under the terms of a joint powers agreement, the City and District jointly own the Escondido/Vista Water Treatment Plant (80% - 20% respectively), which is operated by the City on behalf of both parties. The City and District jointly contribute to the cost of operation and maintenance, and cooperate to plan for and implement improvement projects to meet water production and water quality objectives, including water quality standards as mandated by the State of California.

In 2017, the District executed agreements with the City, five local Indian Bands (the Pala, Pauma, Rincon, La Jolla and San Pasqual Bands of Mission Indians) and the Federal Government to settle long-standing disputes over rights to the water of the San Luis Rey River watershed. The agreements included the San Luis Rey Indian Water Rights Settlement Agreement and its associated Implementing Agreement. Administering these agreements involves accounting for the production and delivery of water produced by the local water system (local water) and for the supplemental water provided by the Federal Government and delivered to the non-federal Settlement Parties through facilities owned by the Metropolitan Water District of Southern California and the San Diego County Water Authority.



# **WATER RESOURCES SECTION**

## **Mission Statement**

The mission of the Water Resources Section is to provide for the safety and security of Henshaw Dam; to meet the local water production goals of the District; and to conserve the resources of the Warner Ranch, including its watershed and aquifers, in a cost effective and environmentally responsible manner.

## **Description**

The Section's goal is to meet the local water supply needs for the District. The focus in dry or low runoff years is pumping water from the well field into the lake to sustain a given monthly average of produced water. Section personnel maintain pipelines and open ditches that deliver water to the lake. Our operations entail efficiently pumping and keeping the water supply routes open and clear to the lake, and supplying water to the lessee (cattle company).

In a wet year, our concentration shifts to maintenance pertaining to facilities at the dam, buildings and grounds on the ranch, servicing the wells and upgrading our roads and culverts.

In wet or dry cycles, the collection of operational, meteorological, and hydrologic data is an important aspect of the Section's mission.

**Vista Irrigation District**  
**ITEMS DEFERRED FROM BUDGET TO LATER DATE**  
**Budget FY 2021**

|   |                                   |
|---|-----------------------------------|
| Edgehill (E) Reservoir and Pump Station         | \$ 4,800,000                      |
| Four (4) Reservoirs Rehabilitation (reduction)  | 66,000                            |
| Skip Loader <i>(FY 2021)</i>                    | 100,000                           |
| Audio Visual System <i>(FY 2021)</i>            | 80,000                            |
| Valve Operator <i>(FY 2021)</i>                 | 74,000                            |
| Medium Duty Truck, Class 5 <i>(FY 2021)</i>     | 48,000                            |
| Wood Chipper <i>(FY 2021)</i>                   | 40,000                            |
| Caterpillar Coupling System <i>(FY 2021)</i>    | 38,000                            |
| Small SUV, Class 1 <i>(FY 2021)</i>             | 27,000                            |
| Motors (2) <i>(FY 2021)</i>                     | <u>15,000</u>                     |
| <hr/>   |                                   |
| <b>TOTAL ITEMS DEFERRED FROM FY 2021 BUDGET</b> | <b><u><u>\$ 5,288,000</u></u></b> |

# Vista Irrigation District

## Vehicle and Equipment List

Vista Irrigation District owns three classes of diesel-powered vehicles and equipment that are required to meet compliance regulations set by the California Air Resources Board (CARB). These classes include on-road, off-road and portable fleet.

The District's on-road diesel fleet are required to meet CARB requirements for fleets operated by public agencies and utilities (PAU). Older vehicles in PAU fleet that have a Gross Vehicle Weight Rating greater than 14,000 pounds must apply Best Available Control Technology (BACT) based on engine model year. BACT requirements are typically met by the installation of a diesel particulate filter or a replacement engine that meets specified emission standards. Currently, all of the District's diesel fleet that fall into these guidelines have been retrofitted with diesel particulate filters or have been designated as a "low-use" vehicle.

The District's off-road diesel fleet consists of construction equipment such as backhoes, excavators and loaders. CARB's off-road compliance aims to reduce oxides of nitrogen and diesel particulate matter in off-road heavy-duty diesel vehicles. To meet compliance with the regulations, fleet owners must annually report the engine model year and horsepower data for each vehicle in the fleet to calculate their fleet average index. The fleet average index is an indicator of a fleet's overall emissions. Currently, the District's off-road fleet index meets performance requirements through January 1, 2028.

Portable fleet requirements apply to diesel fuel-engines having a rated brake horsepower (bhp) of 50 or greater. Engines rated at 50 bhp or greater are subject CARB's Airborne Toxic Control Measure (ATCM). The ATCM fleet emission standards to reduce diesel particulate matter became effective in 2013 with progressively more stringent standards taking place in 2017 and 2020. In response to these progressive emissions standards, the District has had to designate some of its portable fleet as "low-use" to continue to keep and operate the equipment after 2020. Low-use engines are permitted to operate for any purpose up to 200 hours in a calendar year and may be operated over this limit if used in an emergency event.

Below is a list of the District's current fleet and estimated retirement years of each vehicle.

| ON-ROAD VEHICLES |  |                  |          |           |                           |
|------------------|--|------------------|----------|-----------|---------------------------|
| Asset ID         | Description  | Acquisition Date | Category | Fuel Type | Estimated Retirement Year |
| 2746             | Truck #11 '01 Ford F550 w/particulate filter           | 06/06/2001       | Trucks   | Diesel    | 2020                      |
| 2890             | Truck #51 '03 Chevy Dump w/particulate filter          | 03/14/2003       | Trucks   | Diesel    | 2020                      |
| 2922             | Truck #69 '03 Ford F250                                | 12/17/2003       | Trucks   | Gas       | 2020                      |
| 2989             | Truck #1 '05 Ford F550 w/particulate filter            | 6/2/2005         | Trucks   | Diesel    | 2020-2021                 |
| 2745             | Truck #30 '01 Ford F550 w/particulate filter           | 06/06/2001       | Trucks   | Diesel    | 2020-2021                 |
| 3038             | SUV #59 '07 Ford Escape                                | 03/23/2007       | Vehicles | Hybrid    | 2020-2021                 |
| 2855             | Truck #06 '02 Chevy 2500                               | 07/16/2002       | Trucks   | Gas       | 2021-2022                 |
| 2385             | Truck #07 '98 Ford Flatbed w/particulate filter        | 02/12/1998       | Trucks   | Diesel    | 2021-2022                 |
| 2994             | Truck #17 '06 Ford F150                                | 12/16/2005       | Trucks   | Gas       | 2021-2022                 |
| 2824             | Truck #48 '02 Ford F550 w/particulate filter           | 06/07/2002       | Trucks   | Diesel    | 2021-2022                 |
| 2570             | Truck #66 '99 Ford F550                                | 03/11/1999       | Trucks   | Gas       | 2021-2022                 |
| 1804             | Truck #67 '90 Chevy Dump - Henshaw                     | 05/31/1990       | Trucks   | Gas       | 2021-2022                 |
| 2631             | Truck #79 '00 Ford F250                                | 04/03/2000       | Trucks   | Gas       | 2021-2022                 |
| 1806             | Truck #05 '95 Ford F700 3 ton                          | 07/22/1994       | Trucks   | Gas       | 2022-2024                 |
| 2996             | Truck #14 '06 Chevy Colorado                           | 01/26/2006       | Trucks   | Gas       | 2022-2024                 |
| 2997             | Truck #15 '06 Ford F250                                | 01/26/2006       | Trucks   | Gas       | 2022-2024                 |
| 2630             | Truck #22 '99 Sterling dump truck w/particulate filter | 04/10/2000       | Trucks   | Diesel    | 2022-2024                 |
| 2935             | Auto #50 '04 Chevy Malibu                              | 04/23/2004       | Vehicles | Gas       | 2022-2024                 |
| 3065             | Auto #09 '07 Chevy Malibu                              | 10/19/2007       | Vehicles | Gas       | 2022-2024                 |
| 3045             | Truck #63 '07 Ford Ranger                              | 05/02/2007       | Trucks   | Gas       | 2023-2025                 |
| 3275             | Truck #35 '13 Toyota Tacoma                            | 05/02/2013       | Trucks   | Gas       | 2023-2025                 |
| 3339             | Truck #45 '15 Ford F250                                | 04/14/2015       | Trucks   | Gas       | 2023-2025                 |
| 3023             | Truck #52 '07 International Dump w/particulate filter  | 12/19/2006       | Trucks   | Diesel    | 2023-2025                 |
| 3367             | Truck #61 '15 Ford F250 - Henshaw                      | 12/03/2015       | Trucks   | Gas       | 2023-2025                 |
| 3379             | Truck #62 '16 Ford F250 - Henshaw                      | 03/28/2016       | Trucks   | Gas       | 2023-2025                 |
| 3091             | Truck #49 '08 Ford F250                                | 07/28/2008       | Trucks   | Diesel    | 2023-2025                 |
| 3304             | Truck #13 '13 Ford F150                                | 04/24/2014       | Trucks   | Gas       | 2024-2026                 |
| 3303             | Truck #18 '13 Ford F150                                | 04/24/2014       | Trucks   | Gas       | 2024-2026                 |
| 2704             | Truck #37 '02 Chevy 1500                               | 11/14/2001       | Trucks   | Gas       | 2024-2026                 |
| 3313             | Truck #29 '14 Toyota Tacoma                            | 07/29/2014       | Trucks   | Gas       | 2024-2026                 |
| 3127             | Truck #73 '09 Chevy Colorado                           | 04/10/2009       | Trucks   | Gas       | 2024-2026                 |
| 1085             | * Truck #64 '89 Ford w/ well rig - Henshaw             | 05/04/1989       | Trucks   | Diesel    | 2024-2029                 |
| 3006             | * Truck #26 '00 Water, Cummins 8.3 Diesel - Henshaw    | 08/07/2006       | Trucks   | Diesel    | 2024-2029                 |
| 3358             | Truck #08 '14 Toyota Tacoma                            | 10/01/2015       | Trucks   | Gas       | 2025-2027                 |

\* Low-use

**ON-ROAD VEHICLES**

| <b>Asset ID</b> | <b>Description</b>                               | <b>Acquisition Date</b> | <b>Category</b> | <b>Fuel Type</b> | <b>Estimated Retirement Year</b> |
|-----------------|--|-------------------------|-----------------|------------------|----------------------------------|
| 3276            | Truck #24 '13 Ford F150                          | 04/23/2013              | Trucks          | Gas              | 2025-2027                        |
| 3328            | Truck #32 '15 Toyota Tacoma                      | 01/27/2015              | Trucks          | Gas              | 2025-2027                        |
| 3340            | Truck #39 '15 Ford F250                          | 04/14/2015              | Trucks          | Gas              | 2025-2027                        |
| 3341            | Truck #43 '15 Ford F250                          | 04/14/2015              | Trucks          | Gas              | 2025-2027                        |
| 3460            | Truck #40 '17 Ford F250 - Henshaw                | 07/06/2017              | Trucks          | Gas              | 2025-2027                        |
| 3314            | Truck #20 '15 Ford F350                          | 09/05/2014              | Trucks          | Gas              | 2026-2028                        |
| 3385            | Truck #47 '16 Ford F250                          | 06/06/2016              | Trucks          | Gas              | 2026-2028                        |
| 3249            | Auto #12 '12 Chevy Malibu                        | 10/23/2012              | Vehicles        | Gas              | 2026-2028                        |
| 3422            | Truck #41 '17 Ford F250                          | 02/24/2017              | Trucks          | Gas              | 2027-2029                        |
| 3211            | Truck #44 '12 International Dump                 | 09/01/2011              | Trucks          | Diesel           | 2027-2029                        |
| 3474            | Truck #46 '17 Toyota Tacoma                      | 11/02/2017              | Trucks          | Gas              | 2027-2029                        |
| 3419            | Truck #74 '17 Toyota                             | 01/04/2017              | Trucks          | Gas              | 2027-2029                        |
| 3488            | Truck #16 '18 Ford F150                          | 04/24/2018              | Trucks          | Gas              | 2028-2030                        |
| 3411            | Truck #21 '17 Ford F550                          | 10/27/2016              | Trucks          | Gas              | 2028-2030                        |
| 3412            | Truck #28 '12 Ford F750 Water, Diesel            | 11/21/2016              | Trucks          | Diesel           | 2028-2030                        |
| 3510            | Truck #56 '18 Toyota Tacoma                      | 09/17/2018              | Trucks          | Gas              | 2028-2030                        |
| 3417            | Van #71 '15 Chevy Express                        | 12/22/2016              | Vehicles        | Gas              | 2029-2031                        |
| 3489            | Truck #55 '18 Ford F250                          | 04/25/2018              | Trucks          | Gas              | 2029-2031                        |
| 3423            | Truck #33 '17 Ford F250                          | 02/21/2017              | Trucks          | Gas              | 2029-2031                        |
| 3533            | Truck #2 '19 Ford F250                           | 02/26/2019              | Trucks          | Gas              | 2029-2031                        |
| 3329            | SUV #36 '15 Ford Expedition                      | 01/28/2015              | Vehicles        | Gas              | 2029-2034                        |
| 3462            | Truck #65 '17 Ford F650                          | 09/11/2017              | Trucks          | Diesel           | 2029-2034                        |
| 3292            | Truck #03 '14 Kenworth Diesel Dump               | 03/11/2014              | Trucks          | Diesel           | 2029-2034                        |
| 3410            | Truck #10 '17 Ford F-550 (FA3409 Valve Operator) | 10/25/2016              | Trucks          | Gas              | 2029-2034                        |
| 3451            | SUV #38 '17 Ford Expedition                      | 04/24/2017              | Vehicles        | Gas              | 2031-2036                        |
| 3342            | Truck #54 '15 International Workstar             | 05/19/2015              | Trucks          | Diesel           | 2035-2040                        |

**OFF-ROAD VEHICLES**

| <b>Asset ID</b> | <b>Description</b>               | <b>Acquisition Date</b> | <b>Category</b> | <b>Fuel Type</b> | <b>Estimated Retirement Year</b> |
|-----------------|----------------------------------|-------------------------|-----------------|------------------|----------------------------------|
| 2060            | Loader #B-12 Skip Case - Henshaw | 10/17/1990              | Const           | Diesel           | 2021-2022                        |
| 2073            | Trencher #B-13 '95 - Henshaw     | 03/23/1995              | Const           | Diesel           | 2021-2023                        |
| 2627            | Loader #B-16 Skid Steer          | 06/23/2000              | Const           | Diesel           | 2021-2023                        |

**OFF-ROAD VEHICLES**

| Asset ID | Description                                   | Acquisition Date | Category | Fuel Type | Estimated Retirement Year |
|----------|---|------------------|----------|-----------|---------------------------|
| 2729     | Backhoe #B-18 Loader                          | 09/30/2000       | Const    | Diesel    | 2021-2023                 |
| 1073     | Forklift #C-3 '92 - Henshaw                   | 01/09/1992       | Misc     | Gas       | 2021-2023                 |
| 2058     | Forklift #F-1 '86 Case 586E                   | 07/31/1986       | Misc     | Diesel    | 2022-2027                 |
| 2982     | Loader #B-20 Skid Steer                       | 09/01/2005       | Const    | Diesel    | 2022-2027                 |
| 2756     | Tractor #M-3 New Holland loader, Lake Henshaw | 06/29/2001       | Const    | Diesel    | 2022-2027                 |
| 3003     | Backhoe #B-06 Loader                          | 06/29/2006       | Const    | Diesel    | 2023-2028                 |
| 2921     | Boom Lift Genie                               | 12/10/2003       | Misc     | Electric  | 2024-2029                 |
| 2783     | Forklift #F-3 Raymond Reach - Warehouse       | 11/14/2001       | Misc     | Electric  | 2024-2029                 |
| 1920     | Pump #P-16 2.5RB, Diesel Emergency portable   | 05/10/1993       | Misc     | Diesel    | 2024-2029                 |
| 2924     | Loader #L-4 Caterpillar 924G                  | 01/15/2004       | Const    | Diesel    | 2025-2030                 |
| 3240     | Backhoe #B-21 Loader                          | 09/26/2012       | Const    | Diesel    | 2027-2032                 |
| 3264     | Backhoe #B-22 Loader - Henshaw                | 12/20/2012       | Const    | Diesel    | 2027-2032                 |
| 3372     | Backhoe #B-23 Loader                          | 12/29/2015       | Const    | Diesel    | 2028-2033                 |
| 3509     | Tractor #M-4 John Deere mower - Henshaw       | 07/30/2018       | Const    | Diesel    | 2028-2033                 |
| 3473     | Excavator #E-1, Volvo                         | 10/30/2017       | Const    | Diesel    | 2029-2034                 |
| 3511     | Excavator #E-2, Compact Volvo                 | 09/27/2018       | Const    | Diesel    | 2030-2035                 |
| 3553     | Backhoe #B-24 Loader                          | 8/20/2019        | Const    | Diesel    | 2032-2037                 |
| 3515     | Loader #L-6 Caterpillar 926M                  | 11/21/2018       | Const    | Diesel    | 2033-2038                 |

**PORTABLE EQUIPMENT**

| Asset ID | Description  | Acquisition Date | Category | Fuel Type | Estimated Retirement Year |
|----------|--|------------------|----------|-----------|---------------------------|
| 3072     | Excavator #VM-1 Vacuum, McLaughlin                 | 12/17/2007       | Const    | Diesel    | 2020-2021                 |
| 2866     | Trailer #T-19 Zieman, GVWR 27,570                  | 08/30/2002       | Const    | NA        | 2022-2023                 |
| 2095     | Generator #G-9 Whisperwatt 11kW                    | 06/28/1991       | Const    | Diesel    | 2024-2029                 |
| 2622     | * Compressor #A-10 Sullair                         | 11/18/1999       | Const    | Diesel    | 2024-2029                 |
| 2567     | * Compressor #A-6 Sullair                          | 02/18/1999       | Const    | Diesel    | 2024-2029                 |
| 2582     | Light Tower #L-3 Amida 4-1000W, w/diesel generator | 04/12/1999       | Const    | Diesel    | 2025-2027                 |
| 3010     | Trailer #T-22 Zieman, GVWR 33,200                  | 09/13/2006       | Const    | NA        | 2025-2027                 |
| 3058     | Trailer #T-23 Zieman, GVWR 15,000                  | 08/14/2007       | Const    | NA        | 2025-2027                 |
| 2577     | Trailer #T-11 Zieman, GVWR 9,999                   | 05/18/1999       | Const    | NA        | 2027-2029                 |
| 2891     | * Compressor #A-8 Sullair - Henshaw                | 01/16/2003       | Const    | Diesel    | 2028-2033                 |

\* Low-use

**PORTABLE EQUIPMENT**

| <b>Asset ID</b> | <b>Description</b>                            | <b>Acquisition Date</b> | <b>Category</b> | <b>Fuel Type</b> | <b>Estimated Retirement Year</b> |
|-----------------|---|-------------------------|-----------------|------------------|----------------------------------|
| 2747            | Trailer #T-18 Traffic Signal                  | 06/30/2001              | Const           | NA               | 2029-2034                        |
| 2948            | * Generator #G-24 Multiquip 320kW             | 06/30/2004              | Const           | Diesel           | 2029-2034                        |
| 2985            | * Generator #G-25 Multiquip 120kW             | 09/20/2005              | Const           | Diesel           | 2030-2035                        |
| 3408            | Brush Chipper #C-5                            | 10/26/2016              | Const           | Gas              | 2031-2036                        |
| 3463            | Light Tower #L-2 Allmand NL5000               | 10/06/2017              | Const           | Diesel           | 2032-2037                        |
| 3517            | Asphalt Zipper AZ-2, AZ-360E                  | 12/27/2018              | Const           | Diesel           | 2033-2038                        |
| 3484            | Trailer #T-2 Zieman, GVWR 44,320              | 03/23/2018              | Const           | NA               | 2038-2043                        |
| 3519            | Trailer #T-4 Zieman, GVWR 44,320              | 12/21/2018              | Const           | NA               | 2038-2043                        |
| 3518            | Trailer #T-7 Zieman, GVWR 44,320              | 12/21/2018              | Const           | NA               | 2038-2043                        |
| NA              | Trailer #T-8 Kaufman GVWR 86,000              | 4/13/2020               | Const           | NA               | 2040-2045                        |
| 3554            | Trailer #T-12 Playcraft 5x10 Dump, GVWR 7,000 | 11/1/2019               | Const           | NA               | 2040-2045                        |
| 3555            | Trailer #T-13 Playcraft 4x8 Dump, GVWR 5,200  | 1/9/2020                | Const           | NA               | 2040-2045                        |

\* Low-use

## Vista Irrigation District CURRENT DISTRICT MEMBERSHIPS

| Organization   | Exp Date | Member Name  | Amount       | Fee Calculation Basis  |
|--|----------|--|--------------|--|
| Association of California Water Agencies                       | 12/31/20 | District   | \$ 25,005.00 | Fee based on operating expenses  |
| American Water Works Association                               | 12/31/20 | District- Smith, Wolinski,<br>Farris, Gordon, Thorpe,<br>Atteberry, Whitmann,<br>Hodgkiss, Keppler | \$ 6,857.00  | \$5997.00 - fee based on 25-50k customer connections; CA-NV \$204.00;<br>additional active member \$656.00 |
| Association of State Dam Safety Officers                       | 02/28/21 | M Saltz  | \$ 55.00     |  |
| CA Society of Municipal Finance Officers                       | 12/31/20 | M Kelleher   | \$ 110.00    |  |
| CA Society of Municipal Finance Officers                       | 02/01/21 | S Goodrick   | \$ 110.00    |  |
| California Association of Public Procurement Officials         | 02/28/21 | C Moyer  | \$ 130.00    |  |
| California Chamber of Commerce                                 | 01/03/21 | District   | \$ 998.00    |  |
| California Special District Association - National             | 12/31/20 | District   | \$ 7,615.00  | Fee based on annual operating budget   |
| California Special District Association - SD Local             | 06/30/20 | District   | \$ 150.00    | Fee based on operating budgets greater than \$2 million  |
| Government Finance Officers Association                        | 08/31/20 | M Kelleher   | \$ 160.00    |  |
| Government Finance Officers Association                        | 01/31/21 | S Goodrick   | \$ 150.00    |  |
| Groundwater Resources Association                              | 04/01/21 | Dorey, D Smith, Saltz  | \$ 200.00    | \$100 each D Smith & M Saltz: P Dorey free   |
| International Public Mgmt Assoc for Human Resources-SD Local   | 06/30/20 | Thorpe, Bernal, Zamora   | \$ 195.00    |  |
| International Public Mgmt Assoc for Human Resources - National | 11/30/20 | Thorpe, Bernal, Zamora   | \$ 405.00    |  |
| North San Diego County Employment Relations Consortium         | 06/30/20 | District   | \$ 4,200.00  |  |
| Pacific Safety Center  | 10/31/20 | District   | \$ 280.00    | Fee based on up to 250 employees   |
| Society for Human Resources Management                         | 08/31/20 | P Zamora   | \$ 209.00    |  |
| Vista Chamber Of Commerce                                      | 12/31/20 | District   | \$ 890.00    |  |
| WaterISAC  | 12/31/20 | Wolinski, Wuerth, Farris,<br>Gordon, Thorpe  | \$ 2,099.00  |  |
|  |          |  | \$ 49,818.00 |  |





## STAFF REPORT

Agenda Item: 8

**Board Meeting Date:** June 17, 2020  
**Prepared By:** Lisa Soto  
**Approved By:** Brett Hodgkiss

**SUBJECT:** TRAINING REQUIREMENTS FOR DIRECTORS

**RECOMMENDATION:** Consider amendments to Vista Irrigation District Rules and Regulations Section 1.5.3 related to training for directors.

**PRIOR BOARD ACTION:** On December 21, 2005, the Board approved amendments to the District's Rules and Regulations relating to allowable occurrences for directors' compensation and expense reimbursement and implemented a requirement for ethics training for directors and designated employees in compliance with Assembly Bill 1234.

**FISCAL IMPACT:** Undetermined amount for expenses and per diems.

**SUMMARY:** At its June 3, 2020 meeting, the Board directed staff to draft amendments to District Rules and Regulations Section 1.5.3 to include the legal requirement for agency officials to receive sexual harassment prevention training and education as specified in Government Code Section 53237 and the expectation that new directors to receive governance training. Proposed revisions to District Rules and Regulations Section 1.5.3 are attached for Board review.

**ATTACHMENT:** Strikeout version of Vista Irrigation District Rules and Regulations Section 1.5.3

### 1.5.3 ~~Ethics-Board~~ Training

~~Ethics training will be required of a director who receives any type of compensation or reimbursement of actual and necessary expenses incurred in the performance of official duties as specified in Government Code sections 53234 to 53235.2.~~

~~— Refer to the Human Resources section herein for a list of employees designated by the Board to receive ethics training as specified in Government Code sections 53234 to 53435.2.~~

~~(12/21/05: Minute Order No. 05-12-107)~~

A. Every Board member who receives any type of compensation or reimbursement of actual and necessary expenses incurred in the performance of official duties shall receive the following trainings:

1. Ethics Training as specified in Government Code sections 53234 to 53235.2.

2. Sexual Harassment Prevention Training and Education as specified in Government Code Section 53237.

B. Every Board member, as part of their initial education and training, is expected to attend the Special District Leadership Academy, which covers topics such as governance, setting direction/community leadership, Board's role in human resources and Board's role in finance and finance accountability, within 18 month of being seated on the Board.



## STAFF REPORT

**Board Meeting Date:** June 17, 2020  
**Prepared By:** Lisa Soto  
**Approved By:** Brett Hodgkiss

**SUBJECT:** CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS ELECTION FOR THE SOUTHERN NETWORK, SEAT C

**RECOMMENDATION:** Cast the District's ballot for the California Special Districts Association (CSDA) Board of Directors election for the Southern Network, Seat C.

**PRIOR BOARD ACTION:**

7/19/2017 Cast the District's ballot for Arlene Schafer of Costa Mesa Sanitary District for the CSDA Board of Directors election for the Southern Network, Seat C.

**FISCAL IMPACT:** None.

**SUMMARY:** Each of CSDA's six networks has three seats on the CSDA Board of Directors, Seats A, B, and C. Director MacKenzie is currently serving a three-year term in Seat A, which will expire in 2021. This year's election is for Seat C; the term for this expires in 2023. The District received an electronic ballot with four candidates from which the Board may vote for one. The deadline to complete voting through the online voting system is July 10, 2020 at 5:00 p.m.

**DETAILED REPORT:** See attached for ballot information from CSDA.

**ATTACHMENTS:**

- Email from CSDA regarding Election Ballot
- Election Ballot for CSDA, Southern Network, Seat C
- Candidate Information Sheets and Statements from all four candidates
- Support for Arlene Schafer from James Ferryman, Board President, Costa Mesa Sanitary District
- Support email for Greg Mills from Jerry Vilander, General Manager, Serrano Water District

**From:** [vote@simplyvoting.com](mailto:vote@simplyvoting.com) <[vote@simplyvoting.com](mailto:vote@simplyvoting.com)>

**Sent:** Monday, May 25, 2020 7:00 AM

**To:** Brett Hodgkiss <[BHodgkiss@vidwater.org](mailto:BHodgkiss@vidwater.org)>

**Subject:** CSDA Board of Directors Election Ballot-Term 2021-2023; Seat C – Vote Today

Dear CSDA Regular Member:

A link to an electronic CSDA Board of Directors election ballot is below for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

To vote, please visit: <https://CSDA.simplyvoting.com/>

Or follow this link to access the ballot directly:

<https://CSDA.simplyvoting.com/auth.php?e=C3505&mac=fe88fe68a805c658119b>

Each of CSDA's six (6) networks has three seats on the Board and the candidates are either a board member or management-level employee of a member district located in your Network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its Network in Seat C.

Once logged in, you will see the candidates for CSDA Board Seat C in your Network as well as candidate information for each person who submitted the optional background information. Please vote for **only one** candidate to represent your Network in Seat C and be sure to fully complete all required fields and submit your vote. Unfortunately, if any part of the ballot is not complete, the ballot will not be valid and will not be counted.

**The deadline to complete your voting through the system is July 10, 2020 at 5pm.**

If you have any questions or would like to request the ability to vote by hard-copy mail, please contact Amber Phelen at 916.442.7887 or [amberp@csda.net](mailto:amberp@csda.net)

Thank you!

Regards,  
CSDA



- Home
- How It Works
- Logout **Brett Hodgkiss**

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### CSDA Board of Directors Election Ballot - Term 2021-2023; Seat C - Southern Network

#### Please vote for your choice

Choose **one** of the following candidates:

- Arlene Schafer\*
- Ronald Coats
- Daniel Jagger
- Greg Mills

**Arlene Schafer\*** [\[view details\]](#)

**Ronald Coats** [\[view details\]](#)

**Daniel Jagger** [\[view details\]](#)

**Greg Mills** [\[view details\]](#)

Continue

Cancel



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Arlene Schafer

District/Company: Costa Mesa Sanitary District

Title: Board Secretary

Elected/Appointed/Staff: Elected

Length of Service with District: 20

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

Current CSDA Board member, Legislation Committee member, Professional Development Committee member, Alliance Executive Council Committee member, Member Services Committee, Finance Committee member.

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

League, California Association Sanitation Agencies (CASA)

**3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

Orange County LAFCO Chair, Orange County Council of Governments, Independent Special Districts Orange County

**4. List civic organization involvement:**

Harbor Mesa Lions, Costa Mesa Chamber of Commerce Government Association Committee

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

# ELECT ARLENE SCHAFFER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION SOUTHERN NETWORK, SEAT C

## Arlene Schaffer – Secretary Costa Mesa Sanitary District



### PREVIOUS EXPERIENCE

#### SERVING SPECIAL DISTRICTS

- ◆ OC LAFCO Chair
- ◆ CSDA Board President
- ◆ CSDA Board Vice President
- ◆ CSDA Board Secretary
- ◆ CSDA Finance Corporation
- ◆ CSDA Legislation Committee
- ◆ CSDA Fiscal Committee
- ◆ CSDA Membership Committee
- ◆ Independent Special Districts Orange County (ISDOC) Second Vice President

It has been an honor to serve as your Southern Network, Seat C representative for the past 12 years. I believe my 28 years of experience as a local government leader that includes 20 years serving special districts in a variety of different capacities makes me the best candidate. I believe it is important for CSDA to continue serving as an advocate for California special districts by informing the legislature and the public of the important and essential services we provide to our communities. Furthermore, I believe it's important for special districts to demonstrate good governance that will help earn the public's trust.

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 20 years. CMSD provides solid waste and wastewater collection services to over 116,000 residents residing in the City of Costa Mesa and portions of Newport Beach and the unincorporated Orange County. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence and CMSD is one of few special districts in California that received Platinum Recognition in Special District Governance.

If re-elected, I will continue to collaborate with CSDA committees to ensure you have educational opportunities to enhance special district governance and help elevate public awareness of the role we play as the form of government closest and most directly accountable to our constituents. I believe my experience, knowledge, dedication and commitment to special districts will enable me to represent you well and I am asking for your vote and support. Please vote for Arlene Schaffer by **July 10, 2020.**



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ronald L. Coats

District/Company: East Valley Water District

Title: Governing Board Member

Elected/Appointed/Staff: Elected

Length of Service with District: Six Years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\* Please see attached

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\* Please see attached

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\* Please see attached

4. List civic organization involvement:

\* Please see attached

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**



## Ronald L. Coats – 2020 CSDA Board Candidate Information Sheet

### 1) Involvement with CSDA

- Currently serving on the Member Services Committee and the Professional Development Committee.
- Received the Recognition in Special District Governance.
- Received my Certificate of Completion in the Special District Leadership Academy Advanced Coursework.
- Attended several workshops, webinars and conferences through CSDA.

### 2) State-wide Associations

1. Member of the California State Sheriff's Association (Over 30 Years)

### 3) Local government involvement

1. Currently serving as a Director, previously served as Vice Chair and Chairman of the Board for East Valley Water District (5 Years)
2. Currently serving as Vice Chair for the Advisory Committee on Water Policy for the San Bernardino Valley Municipal Water District (2 Years)
3. Served on the Citizens Advisory Committee for the Review of the General Plan for the City of San Bernardino (2 Years)
4. Served as a member, Vice Chair and Chairman of the Citizens Oversight Committee for the San Bernardino City Unified School District (12 Years)
5. Served as a member and Chairman of the Citizens Oversight Committee for the San Bernardino Community College District (3 Years)
6. Currently serving as a Board President for the Association of San Bernardino County Special Districts (2 Years)

### 4) Civic involvement

1. Donated over 36 gallons of Blood to Life Stream Blood Bank in San Bernardino and Riverside Counties
2. Member of the American Legion Post 421 in Highland, CA. (Over 35 Years)
3. Conducted "mock" job interviews to seniors at Redlands Unified School District schools (3 Years)
4. Served on the Planning and Allocations and Community Impact Cabinet committees for the Arrowhead United Way (15 Years)
5. Served in the United States Army from August of 1966 until August of 1970, attaining the rank of Staff Sergeant. Served in the United States and The Federal Republic of Germany (4 Years)
6. Served as a member and Chairman of the Ambassadors for the San Bernardino Area Chamber of Commerce (15 Years)



# EAST VALLEY WATER DISTRICT

LEADERSHIP | PARTNERSHIP | STEWARDSHIP

## BOARD OF DIRECTORS

David E. Smith  
President

Phillip R. Goodrich  
Vice President

Chris Carrillo  
Director

Ronald L. Coats  
Director

James Morales, Jr.  
Director

John Mura, General Manager/CEO

Dear Fellow CSDA Member:

Since joining the East Valley Water District Board in 2014, I have had the pleasure of being part of a world class organization. I firmly believe in the importance of transparent government and public service. With these foundational principles, I look forward to representing this region in a professional manner, as the Southern Network, Seat B, Board of Directors representative for the California Special Districts Association (CSDA).

I am a proud member of the California Special District's Association and currently sit on the Member Services Committee and the Professional Development Committee. I am committed to active civic engagement, where I was also an ambassador for the San Bernardino Area Chamber of Commerce; Chairman of the Citizens Oversight Committee for San Bernardino Community College District; Vice Chairman of Advisory Commission on Water Policy Board for San Bernardino Valley Municipal Water District; Budget Review Committee member for the San Bernardino City Unified School District; along with being a 36 gallon plus donor to Life Stream Blood Bank; served in the United States Army; and member of many other civic organizations.

I have had the opportunity to work with a number of organizations through my involvement with CSDA, and truly believe in the importance of sharing knowledge, experiences, and lessons learned. As a lifetime member of the CSDA Leadership Foundation, I have experienced the benefits of a strong peer network firsthand. With East Valley Water District recently receiving its Gold District of Distinction Accreditation, we look forward to continuing to be an active member in the valuable organization.

As a CSDA Director, I will bring that passion for good governance and public service. I look forward to conveying local issues for discussion on a broader level and working through the challenges and opportunities facing special districts in California.

Whether it is serving in the military, participation in local organization, or representing the residents East Valley Water District, I have taken great pride in being an active member of my community. I look forward to your consideration for allowing me the opportunity to serve on the board of our special district community.

Sincerely,

Ronald L. Coats  
East Valley Water District Board Member



**California Special  
Districts Association**  
*Districts Stronger Together*

**2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** Daniel K. Jagers  
**District/Company:** Beaumont-Cherry Valley Water District  
**Title:** General Manager  
**Elected/Appointed/Staff:** Staff  
**Length of Service with District:** Eight (8) years

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

None

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

No

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**3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

No

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**4. List civic organization involvement:**

None

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**\*\*Candidate Statement –** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

Promoted to the position of General Manager of Beaumont-Cherry Valley Water District in October 2017, Dan Jagers brings more than 25 years of professional experience to the District. Prior to this appointment, Mr. Jagers served BCVWD for more than five years as Director of Engineering, overseeing long-range planning, capital improvements, and project design on local and regional levels.

As General Manager, Mr. Jagers directs the activities of the District, moving the District toward its goals while maintaining consistency with the District's mission and vision. Mr. Jagers provides leadership based on the direction set by a five-member elected Board of Directors, manages operations, strategic planning, and policy implementation.

Mr. Jagers' experience as Director of Engineering for BCVWD garnered him the internal knowledge and proficiency to guide and manage the District. He directed and participated in Engineering Department goals and operating policies, provided direction to managers and coordinated all issues needing Board approval or policy direction from the Board of Directors.

A resident of the inland empire for more than 26 years, Dan brings local knowledge and experience to the District. He served as a Senior Engineer at Desert Water Agency, and spent 18 years in the private sector as a Senior Engineering Consultant with Krieger & Stewart, Inc. where he focused on all aspects of public facilities planning, design and construction service including full support services for small to large public infrastructure projects for water, recycled water, wastewater, storm water, site development, and street improvements. From planning, design and construction project management, Mr. Jagers' experience is high level and varied.

Dan's combination of public and private experience make him an asset to BCVWD.

Mr. Jagers graduated from Ohio State University with a Bachelor of Science in Civil Engineering. He is a Registered Civil Engineer in the State of California and has developed a reputation for trustworthiness, positivity, passion and professionalism.



**California Special  
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*Districts Stronger Together*

## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Greg Mills

District/Company: Serrano Water District

Title: Vice President/Director

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Actively attends conference.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA-JPIA Board member - 2 years.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Orange County Sanitation District (Director 2 years); Orange

County Vector Control (Director 3 years); Villa Park City

Councilman & Mayor (4 years).

4. List civic organization involvement:

Villa Park Rotary (22 years); Indian Princess (7 years); Elks

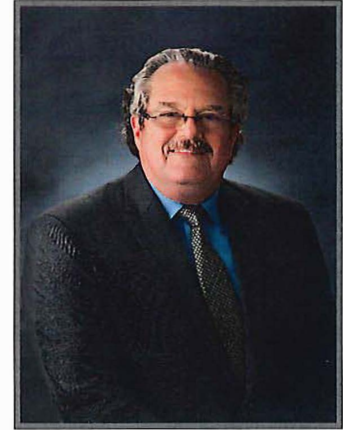
Club (8 years).

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

# Greg Mills

## Seat C CSDA

### Candidate Statement



#### BUSINESS

- Small business owner – sixteen years
- Analytical Chemist – six years
- Process Engineer – six years
- Technical Marketing Manager – three years
- Marketing Director – three years
- Marketing Executive – five years

#### COMMUNITY INVOLVEMENT

- Board Member (Vice President) - Serrano Water District three years
- Villa Park City Councilman – four years; One term Mayor and one term Mayor Pro-Tem (one year each)
- Orange County Sanitation District - Director two years
- Orange County Vector Control District - Director three years
- ACWA-JPIA - Representative Serrano Water District
- Villa Park Family Picnic – five years
  - Chair – three years
- Eagle Scout; Camp Counselor
- Villa Park Rotary - Board member twenty-two years
  - Club President; Paul Harris Fellow; Speaker Chair
- Indian Princess YMCA - seven years
- Orange Elks Lodge – seven years

#### PROFFESIONAL

- American Chemical Society – thirty years
- CS Mantech – eleven years
- PDA (Parenteral Drug Association)– five years
- ISPE (International Society of Pharmaceutical Engineering – eight years
- SEMI (Semiconductor Equipment and Manufacturer Institute – nine years
- Optical Society of America – four years
- MEPTEC
- AVS (American Vacuum Society)
  - ICMCTF

#### EDUCATION

- B.A., Chemistry – Illinois College
  - Phi Alpha President/Vice President
- M.S., Engineering Management – Santa Clara University

#### PERSONAL

- Married – 25 years. Wife: Journalist and active member of the community. One daughter currently at university.



# COSTA MESA SANITARY DISTRICT

...an Independent District



## RE-ELECT ARLENE SCHAFER TO CSDA BOARD OF DIRECTORS SOUTHERN SECTION, SEAT C

June 2, 2020

Greetings,

On behalf of the Costa Mesa Sanitary District Board of Directors, I am honored to enthusiastically endorse Arlene Schafer for re-election to CSDA's Board of Directors, Southern Section, Seat C. Arlene is a fervent advocate for the ongoing independence of special districts and has dedicated more than twenty years at CSDA to ensure that our voice is heard in Sacramento.

Arlene has the experience we need to help fulfill CSDA's vision of being an "essential statewide network of all special districts." In her twenty years at CSDA, Arlene has served in a variety of capacities in furtherance of our cause, including:

- Past President, Board of Directors
- Legislative Committee
- Professional Development Committee
- Member Services Committee
- Elections & Bylaws Committee
- Fiscal Committee

CSDA has made incredible achievements during Arlene's time on the Board of Directors because of her strong relationships with current Board members and staff. These achievements include defeating AB 2093, which would have required all public agencies to maintain for two years all outgoing and incoming emails related to the public's business. She was also a leader in the development of new tools for promoting school partnerships.

As a member of the CSDA Board of Directors, she will continue to foster strong relationships that will help ensure the agency meets its goals and objectives by

providing members with the resources necessary to best serve our communities. I hope you will agree with me that Arlene is most qualified and the best person to serve on the CSDA Board of Directors.

Please don't forget to submit your ballots by July 10, 2020. Thank you for your consideration and best regards.

Sincerely,



James Ferryman  
Board President

**Board of Directors**

Jim Ferryman, President  
Bob Ooten, Vice President  
Arlene Schafer, Secretary  
Mike Scheafer, Director  
Art Perry, Director  
[www.cmsdca.org](http://www.cmsdca.org)

**District staff**

Scott C. Carroll, General Manager  
Robin Hamers & Associates, District Engineer  
Harper & Burns, LLP, District Counsel  
Davis Farr, LLP, District Treasurer  
Noelani Middenway, District Clerk & PIO  
Kaitlin Tran, Finance Manager

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You are receiving this email because you have indicated interest in the Costa Mesa Sanitary District's upcoming programs, opportunities, and events.

**Our mailing address is:**

Costa Mesa Sanitary District  
290 Paularino Ave  
Costa Mesa, CA 92626-3314

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).



**From:** Jerry Vilander <JerryV@serranowater.org>

**Sent:** Thursday, May 28, 2020 3:47 PM

**Cc:** SWD <info@serranowater.org>; Greg Mills <gregmills@serranowater.org>; Greg Mills <greg@axrtech.com>; Jerry Vilander <JerryV@serranowater.org>

**Subject:** CSDA Candidate - Director Greg Mills

**Importance:** High

*already included  
as an attachment*

Good Afternoon,

On behalf of Vice President Greg Mills of the Serrano Water District Board of Directors and myself, we ask for your vote in support of Vice President Mills for Seat C of CSDA. Attached is his candidate statement for review. Please forward this information to your full governing Board. As you will see, Mr. Mills possesses all the qualifications necessary to be an outstanding and highly involved CSDA Board Member.

If you would like to further discuss his commitment to CSDA and the utmost importance of highly efficient local control, please do not hesitate to contact myself directly at (714) 955-2491 or Vice President Mills at (714) 803-5111.

Have an excellent day, and we look forward to your support.

Jerry Vilander, General Manager  
Serrano Water District



(714) 538-0079

[www.serranowater.org](http://www.serranowater.org)



**Agenda Item: 10**

**STAFF REPORT**

**Board Meeting Date: June 17, 2020**  
**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: 11.A**

**Board Meeting Date: June 17, 2020**  
**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: 11.B**

**Board Meeting Date: June 17, 2020**  
**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>Council of Water Utilities Meeting</b><br><i>July 21, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i><br><i>Reservation deadline: 7/16/20</i>  |                  |
| <b>2</b>    | <b>ACWA Summer Conference</b><br><i>July 28-31, 2020; Webinar</i><br><i>Cancellation deadline: 7/24/2020</i>   | Vásquez (R)      |
| <b>3 *</b>  | <b>Council of Water Utilities Meeting</b><br><i>DARK IN AUGUST</i>   |                  |
| <b>4 *</b>  | <b>CSDA Quarterly Dinner Meeting</b><br><i>Aug. 20, 2020, 6:00-9:00 p.m.; The Butcher Shop Steakhouse, Kearny Mesa</i><br><i>Reservation deadline: 8/13/20</i>                                 |                  |
| <b>5</b>    | <b>Headwaters Tour Field Trip</b> (Water Education Foundation)<br><i>Aug. 6-7, 2020; Begins and ends in Sacramento area</i><br><i>Reservation deadline: 6/18/20</i>                            |                  |
| <b>6</b>    | <b>Third Annual Western Groundwater Congress</b><br><i>Sept. 14-16, 2020; A Virtual Event</i><br><i>Reservation deadline: TBD</i>  | Dorey            |
| <b>7 *</b>  | <b>Council of Water Utilities Meeting</b><br><i>Sept. 15, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i><br><i>Reservation deadline: 9/10/20</i>   |                  |
| <b>8</b>    | <b>2020 Water Summit</b> (Water Education Foundation)<br><i>Sept. 24, 2020; Sacramento</i><br><i>Registration deadline: TBD</i>  |                  |
| <b>9</b>    | <b>Special District Leadership Academy</b> (CSDA)<br>(Advanced track available)<br><i>Sept. 27-30, 2020; South Lake Tahoe</i><br><i>Registration deadline: 8/28/20</i>                         |                  |
| <b>10</b>   | <b>San Joaquin River Restoration Tour Field Trip</b> (Water Education Foundation)<br><i>Sept. 30-Oct. 1, 2020; Begins and ends in Fresno</i><br><i>Reservation deadline: 8/18/20</i>           |                  |
| <b>11</b>   | <b>Northern California Tour Field Trip</b> (Water Education Foundation)<br><i>Oct. 14-16, 2020; Begins and ends at Sacramento International Airport</i><br><i>Reservation deadline: 9/1/20</i> |                  |
| <b>12 *</b> | <b>Council of Water Utilities Meeting</b><br><i>Oct. 20, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i><br><i>Reservation deadline: 10/15/20</i>   |                  |
| <b>13</b>   | <b>Special District Leadership Academy</b> (CSDA)<br>(Advanced track available)<br><i>Nov. 15-18, 2020; San Diego</i><br><i>Registration deadline: 10/23/20</i>                                |                  |

|             | <b>SCHEDULE OF UPCOMING MEETINGS AND EVENTS</b>   | <b>ATTENDEES</b> |
|-------------|---|------------------|
| <b>14 *</b> | <b>CSDA Quarterly Dinner Meeting</b><br><i>Nov. 19, 2020, 6:00-9:00 p.m.; The Butcher Shop Steakhouse, Kearny Mesa</i><br><i>Reservation deadline: 11/12/20</i> |                  |
| <b>15 *</b> | <b>Council of Water Utilities Meeting</b><br><i>Nov. 17, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i><br><i>Reservation deadline: 11/12/20</i>            |                  |
| <b>16 *</b> | <b>Council of Water Utilities Meeting</b><br><i>DARK IN DECEMBER</i>  |                  |
| <b>17</b>   | <b>ACWA Fall Conference</b><br><i>Dec. 1-4, 2020; Indian Wells; Registration deadline: TBD</i>  |                  |
| <b>18</b>   | <b>Colorado River Water Users Association Conference (CRWUA)</b><br><i>Dec. 14-16, 2020; Las Vegas; 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



**STAFF REPORT**

**Board Meeting Date: June 17, 2020**  
**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:*

- Annual Water Rate Adjustment reconsideration
- Lake Henshaw/Warner Ranch inspection tour
- Warner Wellfield Assessment



**Agenda Item: 13**

**STAFF REPORT**

**Board Meeting Date: June 17, 2020**  
**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.



**Agenda Item: 14**

**STAFF REPORT**

**Board Meeting Date:**

**June 17, 2020**

**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: 15**

**Board Meeting Date:**

**June 17, 2020**

**Prepared By:**

**Brett Hodgkiss**

SUBJECT: COMMENTS BY GENERAL MANAGER

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



**Agenda Item: 16**

**STAFF REPORT**

**Board Meeting Date: June 17, 2020**  
**Prepared By: Brett Hodgkiss**

**SUBJECT:** CLOSED SESSION FOR CONFERENCE WITH LEGAL COUNSEL

**SUMMARY:** Conference with legal counsel per paragraph (1) of subdivision (d) of Government Code section 54956.9 to discuss the following litigation:

Case Name: Unspecified (disclosure would jeopardize settlement negotiations)



**Agenda Item: 17**

**STAFF REPORT**

**Board Meeting Date: June 17, 2020**  
**Prepared By: Brett Hodgkiss**

SUBJECT: CLOSED SESSION TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER

SUMMARY: Performance evaluation of public employee pursuant to Government Code section 54957.