

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

May 2, 2018

A Regular Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, May 2, 2018 at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

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

2. ROLL CALL

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

Directors absent: None.

Staff present: Eldon Boone, General Manager; Lisa Soto, Secretary of the Board; Brett Hodgkiss, Assistant General Manager; Don Smith, Director of Water Resources; Brian Smith, District Engineer; Randy Whitmann, Director of Engineering; Frank Wolinski, Operations and Field Services Manager; Farrokh Shahamiri, Finance Associate; Marlene Kelleher, Finance Manager; and Marian Schmidt, Administrative Assistant. General Counsel Joel Kuperberg was also present.

Other attendees: None.

3. PLEDGE OF ALLEGIANCE

Director Miller led the pledge of allegiance.

4. APPROVAL OF AGENDA

18-05-45	<i>Upon motion by Director MacKenzie, seconded by Director Vasquez, and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the agenda as presented.</i>
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5. PUBLIC COMMENT TIME

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

6. CONSENT CALENDAR

18-05-46	<i>Upon motion by Director Miller, seconded by Director Vasquez, and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 18-13 approving disbursements.</i>
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A. Treasurer's Report as of March 31, 2018

See staff report attached hereto. The Board noted and filed the Treasurer's Report as of March 31, 2018, an informational report concerning the investments of the District.

B. Rincon del Diablo Municipal Water District flume connection

See staff report attached hereto. Staff recommended and the Board accepted the Rincon del Diablo Municipal Water District Meter Upsizing Project, and directed staff to file a Notice of Acceptance with the County Recorder's Office (LN 2017-012; I-3075).

C. Minutes of the Fiscal Policy Committee meeting on April 23, 2018

See staff report attached hereto. The Board noted and filed the minutes of the Fiscal Policy Committee meeting on April 23, 2018

D. Minutes of Board of Directors meetings on April 18 and 24, 2018

The minutes of April 18 and 24, 2018 were approved as presented.

E. Resolution ratifying check disbursements

RESOLUTION NO. 18-13

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 58644 through 58763 drawn on Union Bank totaling \$553,679.50.

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 2nd day of May 2018.

7. DIVISION REPORTS

See staff report attached hereto.

General Manager Eldon Boone updated the Board regarding the recruitment for the Engineering Project Manager position. He stated that a job offer has been made and accepted by Greg Keppler. Mr. Keppler is currently Principle Engineer for the City of Oceanside; his first day with the District will be May 29.

Mr. Boone updated the Board regarding the recruitment for the Finance Supervisor position, stating the District has selected a recruitment service to supplement the District's recruitment efforts. The first round of interviews for this position will take place on Monday, May 7.

Mr. Boone stated that the District has submitted comments on Notice of Environmental Impact Report (EIR) Preparation for the Warner Springs Ranch Resort Project issued by the County of San Diego. He noted that the Draft EIR is not expected to be completed until 2019. Director MacKenzie requested that staff provide the Board with a copy of the comments that were submitted with the next Board packet.

Mr. Boone reported that City of Escondido (Escondido) received two proposals for the design of the San Pasqual Undergrounding Project, one from the team of Kleinfelder, Black & Veatch, and Dudek and one from the team of Michael Baker International and Brown and Caldwell. A meeting has been scheduled for the following week to review the proposals and to open the bids for the design of the project. Director of Water Resources Don Smith stated that he is currently reviewing the proposals, paying close attention to the make-up and experience of the proposed project team as well as their understanding of the project. The Board discussed the process for assessing the bids, expressing the need to balance the design cost with the experience and qualifications of the team.

8. ANNUAL CONTRACT FOR PAVING SERVICES

See staff report attached hereto.

Mr. Boone stated that this item was presented on the regular agenda rather than on the Consent Calendar because of a proposed amendment to the contract. Staff recommends amending the current contract with Joe's Paving, Inc. to provide paving services on District projects under the formal bidding threshold of \$60,000 (rather than the 8,000 square foot parameter); this change would enhance the District's ability to be responsive in the repair of roadways. Mr. Boone said that this would be more in line with the District's purchasing policy, which allows the General Manager to approve contracts up to \$60,000.

18-05-47	<i>Upon motion by Director MacKenzie, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized the General Manager to amend the existing contract with Joe's Paving, Inc. to provide paving services on District projects under the formal bidding threshold of \$60,000 and to extend the contract for fiscal year 2019 in an amount not to exceed \$600,000.</i>
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9. FISCAL YEAR 2019 BUDGET

See staff report attached hereto.

Assistant General Manager Brett Hodgkiss presented an overview of the Fiscal Year (FY) 2019 Budget. He noted that the Revenue and Operating Budgets both reflect an increase of approximately four percent for FY 2019 and that the Capital Budget is proposed to decrease by 16.2 percent when compared to FY 2018. He noted that approximately \$1.4 million is projected to be contributed to the District's reserves. Mr. Hodgkiss stated that, based on a 10-year rolling average, the District projects to receive 11 percent less local water in FY 2019; consequently, the District will purchase more water from the San Diego County Water Authority (Water Authority).

Mr. Hodgkiss stated that, due to anticipated continuation of improved interest rates, the budget projects an increase of \$140,000 in investment income. He noted that \$3,000 was added to the budget for Awards/Contributions to allow for a possible restructuring of the District's Scholarship Program in 2019, as has been discussed by the Public Affairs Committee and Board.

Mr. Hodgkiss reviewed the Capital Budget, noting that 92 percent of the Capital Budget is related to the Main Replacement Program and other necessary maintenance and improvement projects. He reviewed the list of Capital projects and provided a brief description of each of several of the items. Operations and Field Services Manager Frank Wolinski provided clarification regarding the distinction between the maintenance crew and the construction crew, stating that the personnel on both crews are capable of both repairing and installing main lines.

Various staff responded to questions about specific items in the Budget and provided clarifications regarding items included in the Capital Budget, such as the “Altitude and Seismic Valve Actuators” and the “Hyper-Converged Compute and Storage system”. Director MacKenzie suggested that when out-of-the-ordinary items such as these appear in the Budget that staff include a brief description of the item for the reader. The Board joined Mr. Hodgkiss in thanking staff, especially Marlene Kelleher and Farrokh Shahamiri, and the Fiscal Policy Committee for a job well done on the Budget.

18-05-48 *Upon motion by Director MacKenzie, seconded by Director Vasquez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors adopted the Fiscal Year 2019 Budget.*

All staff left the meeting at this time, except for Don Smith.

10. DIRECTOR’S COMPENSATION AND EXPENSE REIMBURSEMENT POLICY

See staff report attached hereto.

The Board reviewed the provisions of Sections 1.5.1 and 1.5.2 of the Rules and Regulations. In Section 1.5.2, Paragraph E, Director MacKenzie suggested changing the words “must” and “may” to “shall, to read as follow:

1.5.2 E. If a spouse travels with a director, and expenses are pre-paid by the District for the spouse, those pre-paid expenses ~~must~~ shall be reimbursed to the District as soon as is practical upon the director’s return or ~~may~~ shall be deducted from the director’s expense reimbursement check.

Regarding Paragraph J, the Board opted to eliminate the words “the reason for not attending is approved by the Board in a public meeting, or”, to read,

1.5.2 J. If director expenses are prepaid by the District and are not used, the District will require reimbursement unless ~~the reason for not attending is approved by the Board in a public meeting, or~~ another Director attends in his or her place. If attendance is substituted by another Director, this attendance will require authorization (or ratification after the fact) by the Board in a public meeting.

The Board acknowledged that it would still have the ability to forgive forfeited registration costs in the event of an unforeseen emergency. The Board noted that the monthly Council of Water Utilities (COWU) meetings are the most commonly attended and missed meetings. The Board discussed ways to mitigate the loss of registration fees when unforeseen circumstances prevent a director from attending COWU. The Board Secretary said that she would speak with the meeting organizers to see if there is a way to work together to come up with a workable solution.

18-05-49 *Upon motion by Director MacKenzie, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved revisions to the Vista Irrigation District Rules and Regulations Section 1.5.2, Paragraphs E and J, relating to Director’s expense reimbursement.*

The Board further discussed Section 1.5.2, noting that there has been some confusion regarding Paragraph F. The Board decided to make revisions to the paragraph as follows:

1.5.2 F. *Meal expenses and associated gratuities should be reasonable and moderate, taking into account community standards and the prevailing restaurant costs of the area. The maximum daily amount reimbursable for meals, including beverages, is \$85.; ~~plus~~ Service charges, room service fees and maximum 20% gratuities are also reimbursable.*

18-05-50	<i>Upon motion by Director MacKenzie, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved revisions to the Vista Irrigation District Rules and Regulations Section 1.5.2, Paragraph F, relating to Director's expense reimbursement.</i>
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11. MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY

See staff report attached hereto.

Director Miller reported on the Water Authority's special meeting on April 26 which he characterized as an all-day workshop, half of which was held in open session and half was held in closed session. The open portion of the workshop was to discuss relations between the Water Authority and the Metropolitan Water District (MWD). Director Miller said there was a sense of encouragement over the reinstatement of funding from MWD to reimburse local agencies for their local resources projects. He reported on discussions regarding the Bay-Delta Fix and who will pay for it as well as how the costs will be apportioned. Director Miller announced that he would be out of town for the next Water Authority Board meeting on May 24, and he has instructed the Board Secretary to activate his proxy, in case it is needed.

Director Miller reported that the contractor selected by the Water Authority Energy Committee (Committee) to build San Vicente Energy Storage Facility has backed out of the project. He said that the Committee is now considering the contractor that ranked second in the bidding process; however, he noted that the project may ultimately have to be rebid.

12. MEETINGS AND EVENTS

See staff report attached hereto.

The Directors who attended the recent tour of the District facilities related to the operations of Lake Henshaw and the Warner Ranch thanked staff for the informative tour. The noted highlights were the Puerta La Cruz Conservation Camp, the Remote Training Site Warner Springs and the new sodium hypochlorite generation facilities at the Escondido Vista Water Treatment Plant.

Director MacKenzie reported on her attendance at the California Special Districts Association (CSDA) Board of Directors meeting where a portion of the discussion was related to the search for a new Executive Director for the Special District Risk Management Association (SDRMA); current Executive Director, Greg Hall, recently resigned. The Board also reviewed its Internal Revenue Service Form 990, the "Return of Organization Exempt from Income Tax", which provides the public with financial information about a nonprofit organization. Director MacKenzie reported on her attendance at a meeting of the CSDA Finance Corporation where potential financing of projects was discussed.

Director MacKenzie reported on her attendance at a meeting of the Special District Leadership Foundation where the discussions centered on the Special District Administrator (SDA) program. It was noted that there are only 31 people in the over 900 CSDA member agencies who have earned the title

Special District Administrator through the program. The SDLF board discussed ways to encourage greater participation in the SDA program.

Director MacKenzie requested to attend the Urban Water Institute Annual Water Conference, August 22-24, 2018 in San Diego.

18-05-51	<i>Upon motion by Director Miller, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized Director MacKenzie to attend the Urban Water Institute Annual Water Conference, August 22-24, 2018 in San Diego.</i>
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A brief break was taken from 10:51 a.m. to 11:00 a.m. Upon return from break, the following item was taken out of sequence.

14. COMMENTS BY DIRECTORS

Director MacKenzie commented on an email she received regarding conservation challenges for the Colorado River states, noting that the Upper Basin states have a tough time storing conserved water because the all of the major reservoirs are situated below them. Director MacKenzie said it will be interesting to hear more about this challenging situation at the Colorado River Water Users Conference at the end of the year.

Director Vasquez reported on recent water related news articles, one about the effect of climate change on California's drought-flood cycle and the other about the need for a State water plan.

13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

There was a request for a staff report presenting an overview of the different perspectives and sides on the proposed twin tunnels project. Mr. Boone said this matter will likely be discussed in depth at the upcoming ACWA Conference. He suggested that hearing about this matter, which can tend to be political, in a setting such as the ACWA Conference might provide the best overview on the subject.

15. COMMENTS BY GENERAL COUNSEL

Mr. Kuperberg commented that he looked forward to seeing everyone at the upcoming ACWA Conference.

16. COMMENTS BY GENERAL MANAGER

Mr. Boone passed around a plaque from the Vista Chamber of Commerce and a proclamation from Representative Darrell Issa recognizing the District's 45-year membership in the Vista Chamber of Commerce for the Board's perusal.

Mr. Hodgkiss noted that the annual scholarship awards ceremony at Vista High School was scheduled for Monday, June 4 at 6:30 p.m. He stated that District staff would plan to attend and present the Vista Irrigation District Scholarship that evening, unless a member of the Board would like to represent the District at the event. He asked that Board let him know if any Director would like to attend.

Prior to the next agenda item, Director Miller left the Board meeting due to a possible conflict of interest related to the fact that he owns property in the same business park association as the property to be discussed. Present in the Board room for the following item was District Engineer Brian Smith.

17. CLOSED SESSION FOR CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Director Dorey adjourned the meeting to closed session at 11:24 a.m. for a conference with Real Property Negotiators, per Government Code section 54956.8 to discuss the following:

Property: Vista Irrigation District property located at the northwest corner of Engineer St. and Pipeline Dr. in Vista, CA 92081 (APN 219-532-22)
Agency Negotiators: Eldon Boone and Brian Smith
Negotiating Parties: Public generally
Under Negotiation: Price and terms

The meeting reconvened in open session at 11:37a.m. Director Dorey declared that no reportable action had been taken.

18. ADJOURNMENT

There being no further business to come before the Board, at 11:37 a.m. President Dorey adjourned the meeting to May 16, 2018 at 8:30 a.m.



Paul E. Dorey, President

ATTEST:



Lisa R. Soto, Secretary

Board of Directors

VISTA IRRIGATION DISTRICT



STAFF REPORT

Agenda Item: 6.A

Board Meeting Date: May 2, 2018
Prepared By: Marlene Kelleher
Reviewed By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: TREASURER’S REPORT AS OF MARCH 31, 2018

RECOMMENDATION: Informational report concerning the investments of the District.

SUMMARY: Attached for review by the Board of Directors is the Treasurer’s Report as of March 31, 2018. The report is formatted to provide information as required by the California Government Code and the Vista Irrigation District Investment Policy. The Treasurer’s Report contains both an investment summary and a detailed security listing. Also attached is a five-year cash flow forecast, which indicates the District’s investments are sufficiently liquid to meet anticipated cash flow needs.

DETAILED REPORT: Activity for the quarter included deposits and withdrawals from the District’s cash and cash equivalent accounts: checking, California Asset Management Program (CAMP), and Local Agency Investment Fund (LAIF). During the quarter \$6 million of Treasury bills matured and \$5 million of new Treasury bills were purchased.

As of March 31, 2018, the net unrealized gain on the portfolio was as follows:

	<u>Unrealized Gain/(Loss)</u>
Treasury Bills	\$ 82,626
LAIF	<u>(10,971)</u>
Net Unrealized Gain/(Loss)	<u>\$ 71,655</u>

All investment transactions have been made in accordance with the District’s Investment Policy and market value information is obtained from the Wall Street Journal.

The following is a five-year summary of the District’s investment portfolio:

	<u>3/31/14</u>	<u>3/31/15</u>	<u>3/31/16</u>	<u>3/31/17</u>	<u>3/31/18</u>
Total Portfolio	\$32,863,186	\$36,475,959	\$31,288,682	\$31,065,089	\$29,997,674
Unrealized Gain	\$15,744	\$18,524	\$48,915	\$39,584	\$71,655
Weighted Average Maturity	68 Days	89 Days	123 Days	113 Days	101 Days
Portfolio Interest Rate	0.15%	0.17%	0.48%	0.79%	1.54%

ATTACHMENTS: Treasurer’s Report
 Securities Detail
 Cash Flow Projection

**Vista Irrigation District
TREASURER'S REPORT
March 31, 2018**

<u>Category</u>	<u>Maturity Value</u>	<u>Percentage Permitted by Board Policy</u>	<u>Actual Percentage</u>	<u>Weighted Average Maturity (in Days)</u>	<u>Current Interest Rate</u>
Cash and Cash Equivalents					
Checking/Petty Cash	\$ 597,463	n/a	2.0%	0	0.00%
California Asset Management Program	8,944,019	40%	29.8%	1	1.69%
Local Agency Investment Fund	4,456,192	40%	14.9%	1	1.59%
	<u>13,997,674</u>		<u>46.7%</u>	<u>1</u>	<u>1.59%</u>
Securities					
U.S. Treasury	16,000,000	100%	53.3%	188	1.50%
Total Portfolio	<u>\$ 29,997,674</u>		<u>100.0%</u>	<u>101</u>	<u>1.54%</u>

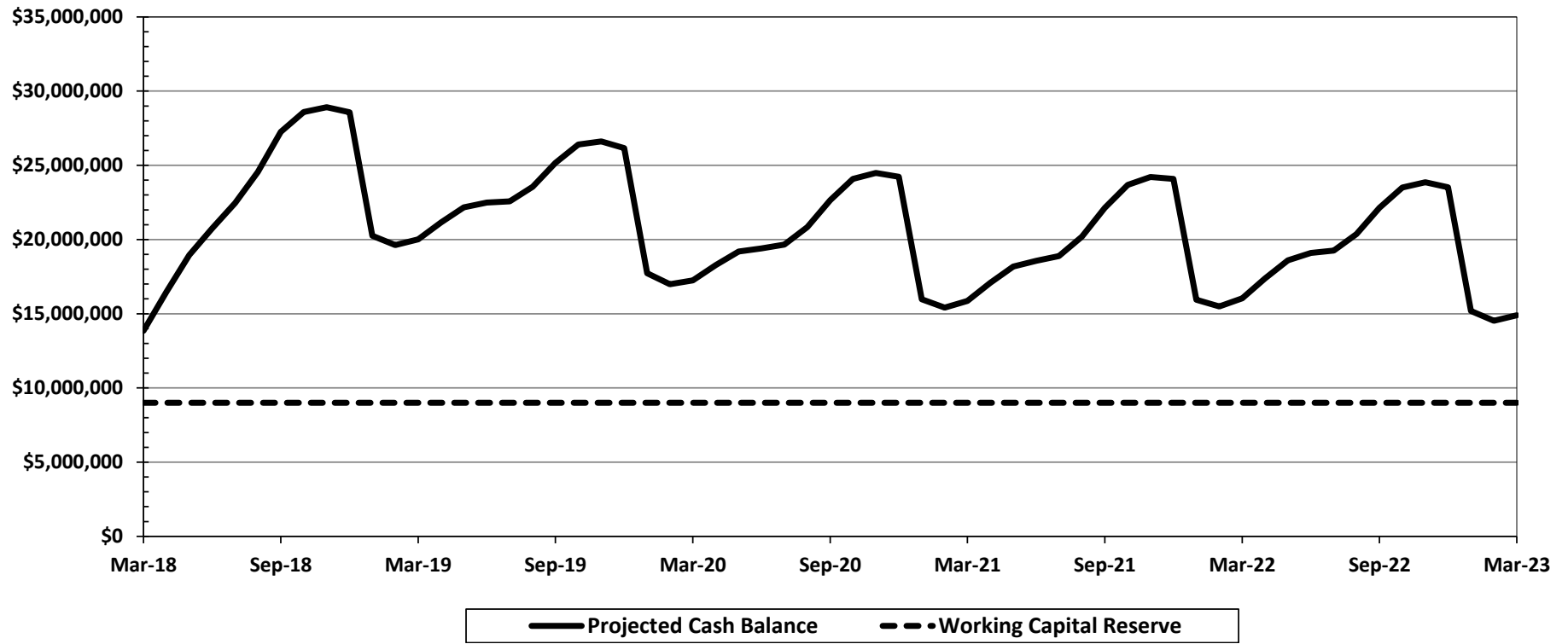
Notes:

- ◆ This report excludes accrued interest and employee flexible spending accounts.
- ◆ California Asset Management Program (CAMP) is a California Joint Powers Authority (JPA) established to provide California public agencies with professional investment services. The CAMP pool is a permitted investment for all local agencies under California Government Code Section 53601(p). The market valuation is provided by PFM Asset Management LLC.
- ◆ Local Agency Investment Fund (LAIF) is a pool of funds invested for California governmental agencies and is managed by the State Treasurer's Office of the State of California. The market valuation is provided by the State Treasurer's Office.
- ◆ The above portfolio is in full compliance with the District's Investment Policy.
- ◆ The District's investment portfolio is adequate to meet the District's cash flow requirements for the next six months.

Vista Irrigation District
SECURITIES DETAIL
March 31, 2018

Issuer	Investment Type	Interest Rate	Maturity Date	Days to Maturity	Maturity Value	Cost	Market Value	Unrealized Gain
U.S. Treasury	Treasury Bill	1.083%	04/26/18	26	\$ 1,500,000	\$ 1,483,923	\$ 1,498,298	\$ 14,375
U.S. Treasury	Treasury Bill	1.171%	05/24/18	54	1,500,000	1,482,634	1,496,354	13,720
U.S. Treasury	Treasury Bill	1.243%	06/21/18	82	1,500,000	1,481,573	1,494,355	12,783
U.S. Treasury	Treasury Bill	1.218%	07/19/18	110	1,500,000	1,481,952	1,492,134	10,183
U.S. Treasury	Treasury Bill	1.259%	08/16/18	138	1,000,000	987,563	993,100	5,537
U.S. Treasury	Treasury Bill	1.269%	09/13/18	166	1,000,000	987,462	991,618	4,156
U.S. Treasury	Treasury Bill	1.398%	10/11/18	194	1,000,000	986,198	990,273	4,075
U.S. Treasury	Treasury Bill	1.523%	11/08/18	222	1,000,000	984,985	988,821	3,836
U.S. Treasury	Treasury Bill	1.694%	12/06/18	250	1,000,000	983,317	987,342	4,026
U.S. Treasury	Treasury Bill	1.829%	01/03/19	278	1,000,000	982,002	985,338	3,336
U.S. Treasury	Treasury Bill	1.882%	01/31/19	306	1,000,000	981,497	983,526	2,030
U.S. Treasury	Treasury Bill	1.960%	02/28/19	334	1,500,000	1,469,363	1,472,781	3,418
U.S. Treasury	Treasury Bill	2.132%	03/28/19	362	1,500,000	1,468,605	1,469,756	1,151
		<u>1.504%</u>		<u>188</u>	<u>\$ 16,000,000</u>	<u>\$ 15,761,074</u>	<u>\$ 15,843,696</u>	<u>\$ 82,626</u>

**Vista Irrigation District
CASH FLOW PROJECTION
March 31, 2018**





STAFF REPORT

Agenda Item: 6.B

Board Meeting Date:	May 2, 2018
Prepared By:	Randy Whitmann
Reviewed By:	Brett Hodgkiss
Approved By:	Eldon Boone

SUBJECT: RINCON DEL DIABLO MUNICIPAL WATER DISTRICT FLUME CONNECTION

RECOMMENDATION: Accept the Rincon del Diablo Municipal Water District Meter Upsizing Project, and direct staff to file a Notice of Acceptance with the County Recorder's Office (LN 2017-012; I-3075).

PRIOR BOARD ACTION: On October 18, 2017, the Board approved the Rincon del Diablo Municipal Water District (Rincon) Meter Upsizing Project and authorized the General Manager to execute a standard agreement for construction of a water system by District forces.

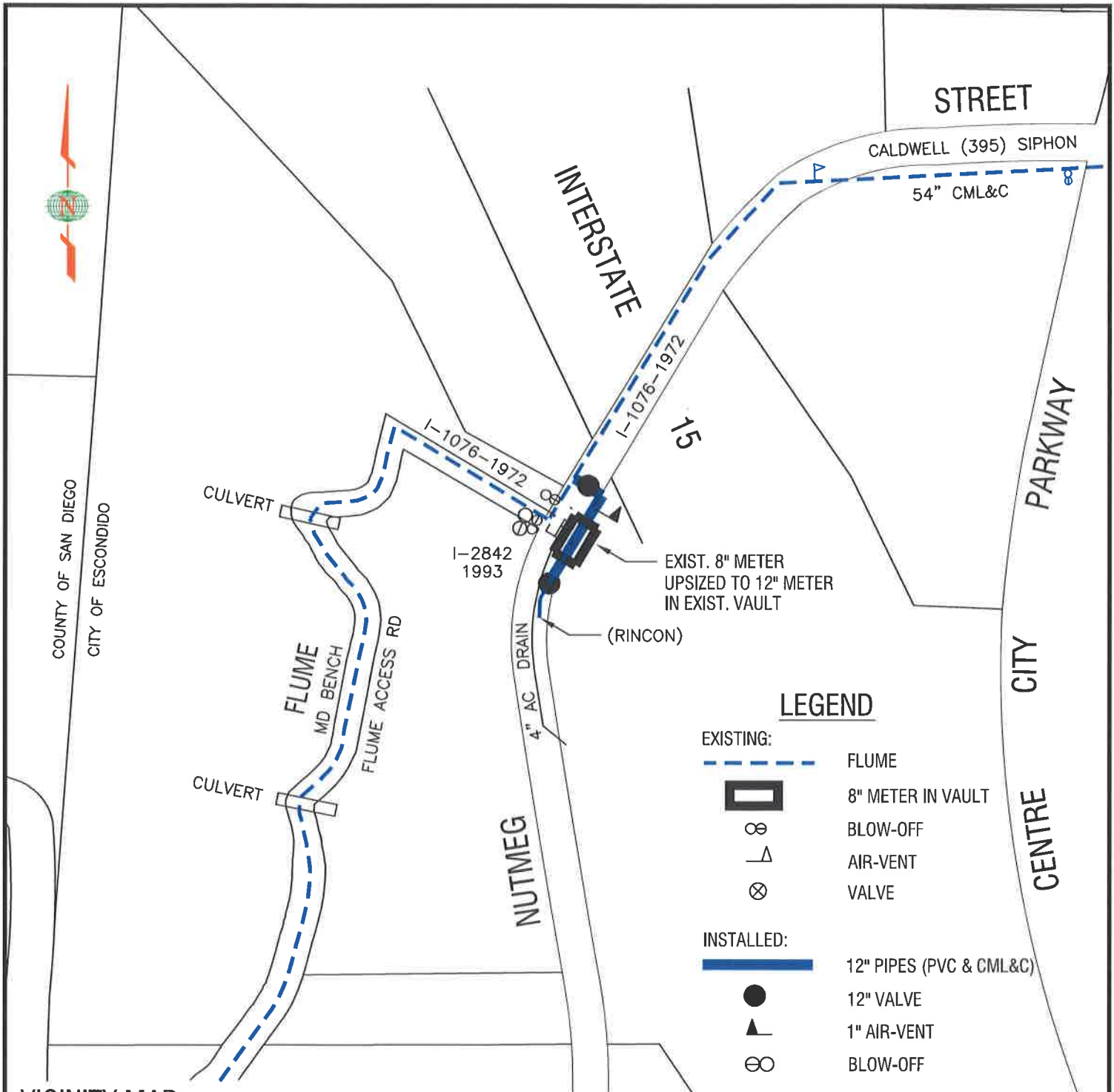
FISCAL IMPACT: None; Rincon paid (\$50,970) for the project.

SUMMARY: All work required by the construction contract has been completed, and the Notice of Acceptance can be filed with the County Recorder.

DETAILED REPORT: The existing Rincon Flume connection is located in Nutmeg Street, Escondido, just west of Interstate 15. The original 8-inch connection and meter was constructed by District forces in 1993 and paid for by Rincon. On October 18, 2017, Rincon entered into an Agreement for District forces to upsize and replace this existing flume connection to 12 inches, which increases the Flume connection hydraulic capacity from 1.1 million gallons per day (mgd) to 3.2 mgd.

All the work required by the construction contract (WOI-3075) has been completed. District forces constructed approximately 40 feet of 12-inch pipe from the Flume connection through the adjacent meter vault. This project will be completed with the filing of the Notice of Acceptance.

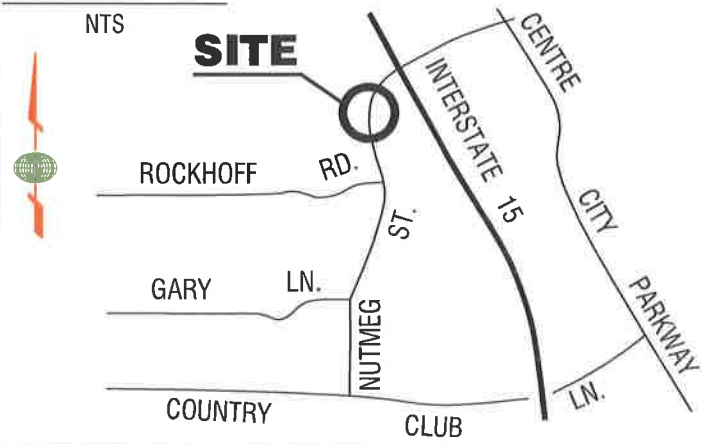
ATTACHMENT: Map



LEGEND

- EXISTING:**
- FLUME
 - 8" METER IN VAULT
 - BLOW-OFF
 - AIR-VENT
 - VALVE
- INSTALLED:**
- 12" PIPES (PVC & CML&C)
 - 12" VALVE
 - 1" AIR-VENT
 - BLOW-OFF

VICINITY MAP



**RINCON DEL DIABLO MWD
METER UPSIZING PROJECT**

APN		T.B. 1109;E4	
SCALE		L.N. 2017-012	
APPD. BY	DATE	W.O.	
DRAWN BY	DATE	I-3075	
SHEET	MAP		
REVISED: 4/23/18 Al Ducusin			
PATH: Z:ENGINEERING/JOBS/I-3075			

Cash Disbursement Report



Payment Dates 04/05/2018 - 04/18/2018

Payment Number	Payment Date	Vendor	Description	Amount
58644	04/12/2018	Refund Check 58644	Customer Refund	1,868.93
58645	04/12/2018	101 Pipe & Casing, Inc	Reducing Bushing	453.06
58646	04/12/2018	ACWA/JPIA	Medical & Dental Insurance 05/2018 - Cobra	792.40
	04/12/2018		Medical & Dental Insurance 05/2018 - Cobra	69.09
	04/12/2018		Medical & Dental Insurance 05/2018 - Employees	169,683.93
	04/12/2018		Medical & Dental Insurance 05/2018 - Retirees	33,861.20
	04/12/2018		Medical & Dental Insurance 05/2018 - M Miller	1,806.00
	04/12/2018		Medical & Dental Insurance 05/2018 - P Dorey	1,576.55
	04/12/2018		Medical & Dental Insurance 05/2018 - P Sanchez	1,806.00
	04/12/2018		Medical & Dental Insurance 05/2018 - J MacKenzie	1,806.00
	04/12/2018		Medical & Dental Insurance 05/2018 - R Vasquez	1,576.55
58647	04/12/2018	Air Technologies Corporation	Ergonomic Supplies	571.08
58648	04/12/2018	Escondido Metal Supply	Steel	219.26
58649	04/12/2018	Andrea Mercado	2018 Water Awareness Poster Contest (2nd)	50.00
58650	04/12/2018	Aquajet Art	Seismic Valve Actuator Adapter Plates	150.85
58651	04/12/2018	Arielle Nolan	2018 Water Awareness Poster Contest (3rd)	25.00
58652	04/12/2018	AT&T	20Mbps Internet Service 2/19/18-3/18/18	1,076.10
58653	04/12/2018	Big Drip Plumbing	Meter Tie Backs	16,900.00
58654	04/12/2018	Cal-West Concrete Cutting	Concrete Cutting	225.00
58655	04/12/2018	Cecilia's Safety Service Inc	Traffic Control - W Los Angeles Dr	1,105.00
	04/12/2018		Traffic Control - Vale Terrace Dr	1,492.50
	04/12/2018		Traffic Control - Lynnette Circle	722.50
	04/12/2018		Traffic Control - Alta Vista Dr	1,445.00
	04/12/2018		Traffic Control - Sagewood Hills Rd	637.50
	04/12/2018		Traffic Control - Pala Vista/S Santa Fe Ave	1,472.50
58656	04/12/2018	Core & Main	DFW Meter Box Large (2)	247.89
	04/12/2018		Reducer 8x6 Cast Iron POxFL (1)	101.48
	04/12/2018		Adapter 8" Cast Iron POxFL (1)	101.08
	04/12/2018		Pipe 2" PVC Schedule 80 (40)	65.82
	04/12/2018		Sleeve 12" Galvanized Top Sections (1)	50.01
	04/12/2018		Ell 2" Brass 90 Degree St. (2)	48.24
	04/12/2018		Cover 12" Valve Box Cast Iron (3)	182.67
	04/12/2018		Tee 8" Cast Iron Flange (1)	225.30
	04/12/2018		Cover 8" Valve Cast Iron Water (5)	119.18

Payment Number	Payment Date	Vendor	Description	Amount
	04/12/2018		Adapter 2" Copper x MIP (10)	107.71
	04/12/2018		Coupling 8" Repair PVC C900 (6)	433.87
	04/12/2018		Air Vent Enclosure (1)	362.64
	04/12/2018		Pipe 8" PVC DR-14 C900 (960)	9,737.30
	04/12/2018		Gate Valve 8" POxFL R/W C900 (2)	2,063.25
	04/12/2018		Service Saddle 8x1 C900 PVC (11)	1,506.66
	04/12/2018		Gate Valve 6" POxFL R/W C900 (2)	1,311.86
	04/12/2018		Curb Stop 1" Flare (11)	1,096.32
	04/12/2018		Tubing 1" Copper Soft (240)	1,026.21
	04/12/2018		Pipe 6" PVC DR-14 C900 (60)	354.63
	04/12/2018		DFW Meter Box Small (9)	851.01
	04/12/2018		Corp Stop 2" (5)	1,009.86
	04/12/2018		Tubing 2" Copper Soft (60)	811.88
	04/12/2018		Corp Stop 1" Flare (11)	599.90
	04/12/2018		DFW Meter Box Lid Small (9)	557.17
	04/12/2018		Wire 10 Copper (1500)	535.83
	04/12/2018		Pipe 12" PVC DR-14 C900 (20)	456.17
	04/12/2018		Ell 6"x16" POxFL Bury Cast Iron (2)	437.33
	04/12/2018		Coupling 8" Deflection C900 (6)	374.11
	04/12/2018		Coupling 8" Repair Macro (1)	367.82
	04/12/2018		Tee 8x6 Cast Iron POxFL (2)	302.02
	04/12/2018		Material for Job D2333	323.99
58657	04/12/2018	Council of Water Utilities	Meeting 04/17/18 - R Vasquez	45.00
	04/12/2018		Meeting 04/17/18 - P Dorey	45.00
	04/12/2018		Meeting 04/17/18 - E Boone	45.00
58658	04/12/2018	Craneworks Southwest Inc	Hydraulic Suction Hose - Truck 22	87.92
58659	04/12/2018	Diesel Pollution Solutions Inc	Diesel Particulate Filter Cleaning - Truck 52	300.00
	04/12/2018		Diesel Particulate Filter Cleaning - Truck 11	336.64
	04/12/2018		Diesel Particulate Filter Cleaning - Truck 1	300.00
58660	04/12/2018	EDCO Waste & Recycling Services Inc	Trash/Recycle Service 03/2018	212.05
	04/12/2018		40 Yd Dumpster	454.71
58661	04/12/2018	Ferguson Waterworks	DFW Meter Box Lid Large (36)	2,961.72
	04/12/2018		DFW Meter Box Lid 3.5 (100)	4,113.50
	04/12/2018		Sleeve 12" Galvanized Top Sections (2)	38.97
	04/12/2018		Pipe 8" PVC DR-14 C900 (220)	2,298.15
	04/12/2018		Pipe 6" PVC DR-14 C900 (20)	126.65
	04/12/2018		Pipe 10" PVC DR-14 C900 (60)	941.78
	04/12/2018		Cover 12" Valve Box Cast Iron (20)	132.07
	04/12/2018		Air Vent Enclosure (1)	386.45

Payment Number	Payment Date	Vendor	Description	Amount
	04/12/2018		10" DI 2BLT Macro Coupling (1)	378.88
	04/12/2018		2" PVC S80 Threaded Plug (1)	3.25
	04/12/2018		2" PVC S80 Threaded Cap (2)	12.99
	04/12/2018		10" X 2" UT DI C153 Tap Cap (1)	79.13
	04/12/2018		8" X 2" UT DI C153 Tap Cap (2)	128.08
	04/12/2018		Pipe Wrap Tape (96)	415.68
58662	04/12/2018	GLC-(CA) Vista LLC	Solar Energy Use 03/2018	5,042.26
58663	04/12/2018	Glennie's Office Products Inc	Office Supplies	59.53
58664	04/12/2018	Grainger	Blue Chalk Marking Paint (12)	83.13
	04/12/2018		Straps for Regulators	75.52
	04/12/2018		Splicing Connector	17.24
58665	04/12/2018	Hach Company	Lab Supplies	1,947.04
58666	04/12/2018	Home Depot Credit Services	Saw	279.29
	04/12/2018		Tarp, Cutting Wheels	147.00
	04/12/2018		Lumber	40.11
	04/12/2018		Lumber	14.65
	04/12/2018		Disposable Putty Knives	35.37
	04/12/2018		Lumber	290.45
	04/12/2018		Lumber, Nails, Duct Tape	184.29
	04/12/2018		Lumber	99.20
	04/12/2018		Lumber	231.47
	04/12/2018		Welding Gloves, Screwdrivers, Duct Tape, Buckets	110.75
	04/12/2018		Quagga Coupon Part	(1.34)
	04/12/2018		Key	2.12
	04/12/2018		Quagga Coupon Parts	27.47
	04/12/2018		Quagga Coupon Plates	83.29
	04/12/2018		GFCI Receptacle	15.05
	04/12/2018		Mounting Hardware	77.19
	04/12/2018		Plywood	154.75
	04/12/2018		Lighters, Boards	60.35
	04/12/2018		PVC Pipe, Fittings	201.19
	04/12/2018		Hand Tools	146.80
	04/12/2018		Power Cords	46.48
	04/12/2018		Unistrut Material for Regulator Controls	233.54
	04/12/2018		Putty Knives, Sealant, Labels	43.14
	04/12/2018		Copper Tubing	162.55
58667	04/12/2018	IDEXX Distribution Corporation	Lab Supplies	424.60
58668	04/12/2018	Infrastructure Engineering Corporation	Daley Bench Slope Stabilizer Design 02/18	4,024.00
58669	04/12/2018	Joe's Paving	Patch Paving	6,055.15

Payment Number	Payment Date	Vendor	Description	Amount
	04/12/2018		Patch Paving	3,655.15
58670	04/12/2018	La Mesa Fund Control & Escrow Inc	Inspection Deposit Refund	3,759.00
58671	04/12/2018	Lightning Messenger Express	Messenger Service 03/16/18 & 03/29/18	105.00
58672	04/12/2018	Major League Pest/Gemini Pest Control	Bee Removal (4)	340.00
58673	04/12/2018	Medical Eye Services	Vision Insurance 05/2018 - Cobra	14.24
	04/12/2018		Vision Insurance 05/2018 - Cobra	14.24
	04/12/2018		Vision Insurance 05/2018 - Cobra	8.78
	04/12/2018		Vision Insurance 05/2018 - Cobra	14.24
	04/12/2018		Vision Insurance 05/2018 - Employees	1,622.04
	04/12/2018		Vision Insurance 05/2018 - P Dorey	14.24
	04/12/2018		Vision Insurance 05/2018 - R Vasquez	14.24
	04/12/2018		Vision Insurance 05/2018 - P Sanchez	14.24
	04/12/2018		Vision Insurance 05/2018 - J MacKenzie	14.24
	04/12/2018		Vision Insurance 05/2018 - M Miller	14.24
58674	04/12/2018	Mission Resource Conservation District	Home Water Use Evaluation 03/2018	62.50
58675	04/12/2018	Moodys	Dump Fees (4)	800.00
	04/12/2018		Dump Fees (2)	400.00
58676	04/12/2018	North County Auto Parts	Shocks - Truck 61	403.51
	04/12/2018		Headlight Bulb - Truck 44	4.23
58677	04/12/2018	Pacific Pipeline Supply	Steel Threaded Couplings (7)	60.85
	04/12/2018		Gate Cap (1)	104.73
	04/12/2018		Brass Swivel (1)	126.61
58678	04/12/2018	Pacific Safety Center	Confined Space Training 03/21/18	225.00
58679	04/12/2018	Benetrac	Employee Benefits Tracking 04/2018	400.00
58680	04/12/2018	Ramona Disposal Service	Trash Service 03/2018	161.10
58681	04/12/2018	Red Wing Shoe Store	Footwear Program	222.81
58682	04/12/2018	S & J Supply Company Inc	Cover 8" Valve Cast Iron Water (49)	1,129.81
	04/12/2018		Cover 8" Valve Cast Iron Water (148)	3,412.47
58683	04/12/2018	San Diego Gas & Electric	Gas Use 03/2018	743.39
	04/12/2018		Electric 03/2018 - Buildings & Ground	719.91
	04/12/2018		Electric 03/2018 - Henshaw Well Field	12,530.74
	04/12/2018		Electrical Transmission 03/2018	3,269.62
58684	04/12/2018	SANDAG	SANDAG Statistic Report for 2017 CAFR	125.00
58685	04/12/2018	SignArt	Water Meter Decals	53.88
58686	04/12/2018	SiteOne Landscape Supply, LLC	Herbicide Spray	14.54
58687	04/12/2018	Southern Counties Lubricants, LLC	Fuel 03/16/18-03/31/18	6,945.37
	04/12/2018		Fuel - Henshaw	65.21
	04/12/2018		Hydraulic Fluid - B12	90.82
58688	04/12/2018	Staples	Gift Cards (3) - 2018 Wtr Awareness Poster Contest	120.00

Payment Number	Payment Date	Vendor	Description	Amount
58689	04/12/2018	State Board of Equalization	Mar '18 Use Tax Return	420.00
58690	04/12/2018	The Vista Historical Society	Vista Hall of Fame Induction Luncheon - P Dorey	35.00
58691	04/12/2018	TS Industrial Supply	Cutter 24" Bolt (1)	49.80
	04/12/2018		Boots 9 Knee-high Steel Toe (2)	43.87
	04/12/2018		Wrench 24" Pipe (2)	148.09
	04/12/2018		Fire Extinguisher 2.5lb (4)	181.86
	04/12/2018		Gauge 160lb Pressure Oil (10)	202.97
	04/12/2018		Hose 50' 5/8" Garden Heavy Duty (6)	360.36
	04/12/2018		Towel Wypall X80 (25)	798.34
	04/12/2018		Boots 10 Knee-high Steel Toe (2)	43.87
	04/12/2018		Cut off Wheels (30)	294.16
	04/12/2018		Cut off Wheels, 3M Respirators, Safety Glasses	1,050.32
	04/12/2018		Jack Hammer Bits, Suction Hose Fittings	235.81
	04/12/2018		Air Hose Fittings	44.32
	04/12/2018		Impact Socket - Truck 11	13.05
	04/12/2018		Gloves Rubber Nitrile XL 100 per box (50)	755.04
58692	04/12/2018	Verizon Wireless	Cell Phones 02/16/18-03/15/18	1,274.54
58693	04/12/2018	VG Donuts & Bakery Inc	Board Meeting 04/04/18	30.35
58694	04/12/2018	Vista Fence Company Inc	Galvanized Latch	9.47
	04/12/2018		Fencing & Gate Installation - San Luis Rey Reservoir	5,892.00
58695	04/12/2018	Vista Firestone Brake & Smog	Tires (2) - C2	225.48
58696	04/12/2018	Warner Springs Ranch Resort, LLC	Fuel 02/17/18-03/26/18	995.48
58697	04/12/2018	William Gimbel	2018 Water Awareness Poster Contest (1st)	100.00
58698-58700	04/18/2018	Refund Checks 58698-58700	Customer Refunds	242.57
58701	04/18/2018	Cultura	Office Furniture Parts	1,604.47
58702	04/18/2018	Airgas USA LLC	Oxygen & Acetylene Fuel	784.96
58703	04/18/2018	Alignment Plus	Alignment- Truck 71	188.00
58704	04/18/2018	Auto Specialist Warehouse	Brake Parts - Truck 43	332.81
	04/18/2018		Shocks (2)	186.47
	04/18/2018		Shocks (2)	192.81
	04/18/2018		Shocks (2)	(186.47)
58705	04/18/2018	Big Drip Plumbing	Meter Tie Backs	14,300.00
58706	04/18/2018	CDW Government Inc	CA Recycle Fee	240.00
	04/18/2018		HP EliteDisplay E233 Monitors (40)	8,010.07
	04/18/2018		HP ProDesk 600 Model Desktop (10)	10,063.03
	04/18/2018		HP EliteDesk 800 Model Desktop (30)	26,608.39
	04/18/2018		AutoDesk Inventor Pro 2018 License	795.00
58707	04/18/2018	Cecilia's Safety Service Inc	Traffic Control - San Luis Rey/Monterey Ln	680.00
	04/18/2018		Traffic Control - Enchantment Ave	467.50

Payment Number	Payment Date	Vendor	Description	Amount
	04/18/2018		Traffic Control - Taylor St/Goodwin Drive	1,330.00
	04/18/2018		Traffic Control - Pala Vista/S Santa Fe	7,247.50
	04/18/2018		Traffic Control - Mar Vista Dr	1,190.00
	04/18/2018		Traffic Control - Pala Vista/S Santa Fe Av	6,175.00
58708	04/18/2018	Coast Equipment Rentals	Mini Excavator & Breaker Rental	2,469.11
58709	04/18/2018	Core & Main	Zinc Anode bag 30lb (11)	1,893.29
	04/18/2018		Curb Stop 2" FNPT X MNPT (5)	1,205.53
	04/18/2018		Service Saddle 8x2 C900 PVC (6)	894.63
	04/18/2018		DFW Meter Box Lid Large (2)	235.30
58710	04/18/2018	CoreLogic Solutions Inc	CoreLogic RealQuest Service 03/2018	300.00
58711	04/18/2018	Cosco Fire Protection, Inc	Testing, Inspection & Certification of WCRH Fire Sprinklers	795.00
58712	04/18/2018	County of San Diego	Permit 01/2018 - 02/2018 - Lobelia	708.00
	04/18/2018		Permit 01/2018 - 02/2018 - Melrose Wy	531.00
	04/18/2018		Permit 03/2018 - Lobelia	354.00
58713	04/18/2018	Digital Deployment, Inc	Website Hosting, Maintenance & Support	300.00
58714	04/18/2018	Dion International Trucks, LLC - San Marcos	Brake Hoses - Truck 44	60.41
58715	04/18/2018	Drug Testing Network Inc	Post Accident Drug Test	95.00
58716	04/18/2018	Electrical Sales Inc	LED Overhead Lights	147.43
58717	04/18/2018	Ewing Irrigation Products Inc	Pesticide Safety Training 03/21/18	600.00
58718	04/18/2018	Ferguson Waterworks	Brass Parts	1,169.64
	04/18/2018		Brass Fittings	285.52
	04/18/2018		Hydrant Cover Bags (25)	81.19
58719	04/18/2018	Gallade Chemical Inc	Sodium Hexametaphosphate	3,204.20
58720	04/18/2018	Grainger	Line Interactive UPS	303.80
	04/18/2018		Seismic Valve Actuator Components	672.89
58721	04/18/2018	Hach Company	CL17 Analyzer Pressure Plates	453.79
	04/18/2018		Ammonia Reagents	54.88
58722	04/18/2018	Hawthorne Machinery Co	Waterjet Nozzles, Stabilizer Pads	671.39
	04/18/2018		Zieman 2725A Trailer - T2	23,480.51
58723	04/18/2018	IDEXX Distribution Corporation	E-Coli Comparator	17.89
58724	04/18/2018	Interstate Battery of San Diego Inc	Battery - VM1	129.58
58725	04/18/2018	Iron Mountain Records Management	Offsite Date Storage 03/2018	301.54
58726	04/18/2018	Jackson & Blanc	Ice Maker Repair	688.09
58727	04/18/2018	Jo MacKenzie	Reimbursement - ACWA State Legislative Committee Mtg	469.66
58728	04/18/2018	Joe's Paving	Patch Paving	29,376.00
58729	04/18/2018	Kimball Midwest	Head Lights (2)	150.83
58730	04/18/2018	Lawnmowers Plus Inc	Parts for Concrete Saw	83.06
	04/18/2018		Parts for Concrete Saw	38.99
58731	04/18/2018	Leon Perrault Trucking & Materials	Material & Trucking 03/2018	20,877.38

Payment Number	Payment Date	Vendor	Description	Amount
58732	04/18/2018	Lighthouse Inc	Mini Strobe Lights, Shrink Terminal Kit	232.52
58733	04/18/2018	Major League Pest/Gemini Pest Control	Monthly Pest Control 03/2018	93.00
58734	04/18/2018	Mark Saltz	Inspection & Assessment of Dams Course 04/2018	219.30
58735	04/18/2018	Melanie Thompson	Reimbursement for Claim 04/2018	785.00
58736	04/18/2018	Mike Renfro	Reimbursement - Footwear Program	180.00
58737	04/18/2018	Moody's	Dump Fee	200.00
	04/18/2018		Dump Fees (2)	400.00
	04/18/2018		Dump Fees (3)	600.00
	04/18/2018		Dump Fees (3)	600.00
58738	04/18/2018	North County Auto Parts	Brake Parts - Truck 43	5.80
	04/18/2018		Turn Rotors - Truck 43	45.00
	04/18/2018		Fuel Filter - G9	5.23
	04/18/2018		Oil Filter - G9	4.29
	04/18/2018		Wipers, Protectant, Filter, Battery Cleaner	51.93
58739	04/18/2018	North County Pool Center Inc	Chlorine	77.74
	04/18/2018		Totes Return Deposit	(19.00)
	04/18/2018		Totes Return Deposit	(39.00)
	04/18/2018		Chlorine	23.54
	04/18/2018		Chlorine	58.31
58740	04/18/2018	Opto 22	Voltage Input Module	322.52
58741	04/18/2018	Pacific Pipeline Supply	Copper Adapters (18)	508.15
	04/18/2018		Brass Hose Connector	64.53
58742	04/18/2018	Quality Chevrolet	Brake Light Repair	292.89
58743	04/18/2018	Raymond Handling Solutions Inc	Forklift Inspection	98.00
58744	04/18/2018	Richard Larsen	Per Diem for Temporary Displacement 04/18	1,000.00
58745	04/18/2018	Richard San Miguel	Reimbursement for Asbestos Physical	66.00
58746	04/18/2018	San Diego Friction Products	Brake Pads, Oil Seals	167.59
58747	04/18/2018	SiteOne Landscape Supply, LLC	PVC Pipe	5.88
	04/18/2018		Fittings, Pipe	143.69
58748	04/18/2018	Sloan Electric Company	Pump & Motor - Station 11	3,605.54
58749	04/18/2018	Statewide Traffic Safety and Signs, Inc	Traffic Signs	574.42
58750	04/18/2018	Tegriscap Inc	Landscape Maintenance 03/2018	1,840.00
58751	04/18/2018	Midas Service Experts	Tire - T2	163.24
58752	04/18/2018	TS Industrial Supply	Ratcheting Flare Tool Kit	171.04
	04/18/2018		Parts For Fire Hose	178.57
	04/18/2018		Stripping Paint (36)	180.69
	04/18/2018		Wire Wheels	70.31
	04/18/2018		Ratcheting Flare Tool Kit	(171.04)
58753	04/18/2018	UniFirst Corporation	Uniform Service	367.58

Payment Number	Payment Date	Vendor	Description	Amount
58754	04/18/2018	UniMeasure, Inc	Valve Position Indicators (4)	2,238.96
58755	04/18/2018	Union Bank	Seminar 05/18 - M Meza	149.00
58756	04/18/2018	Vallecitos Water District	Employee Assistance Program 07/18 - 06/19	2,937.48
58757	04/18/2018	Verizon Wireless	SCADA Remote Access 02/21/18-03/20/18	327.23
58758	04/18/2018	Vista Firestone Brake & Smog	Tires (2) - Truck 43	337.74
58759	04/18/2018	Vulcan Materials Company and Affiliates	Cold Mix	2,101.83
58760	04/18/2018	Walters Wholesale Electric Co	Ceramic Fuses - Truck 52	13.53
58761	04/18/2018	Warner Springs Ranch Resort, LLC	Temporary Accommodations 04/06/18-04/13/18	1,422.36
58762	04/18/2018	Waterless Company Inc	Supplies for Waterless Urinals	495.79
58763	04/18/2018	WorkPartners OHS	First Aid Medical Treatment	322.05
	04/18/2018		DMV/DOT Physicals	190.00
Grand Total:				553,679.50



Board Meeting Date:
Prepared By:

May 2, 2018
Brett Hodgkiss, Don Smith,
and Brian Smith

STAFF REPORT

Approved By:

Eldon Boone

SUBJECT: DIVISION REPORTS

RECOMMENDATION: Note and file informational report.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: Previous month's and anticipated activities are reported by each division.

ADMINISTRATION DIVISION

April

- The District's total water production for March 2018 was 1,047 acre-feet (AF) compared to 1,343 AF in 2013, representing a 22 percent decrease.
- Attended California Special Districts Association Special District Leadership Academy Conference.
- Issued a news release announcing the winners of the scholarship and water awareness poster contest.
- Hosted Homeowner Landscape Makeover Workshop.
- Presented information on water supply conditions and water conservation to Kiwanis Club of Sunrise Vista.
- Continued coordinating the development of the District Budget.
- Completed recruitment for Engineering Project Manager position. Greg Keppler accepted the job offer for this position.
- Began recruitment for Welder Helper position
- Continued recruitment for Finance Supervisor position.
- Coordinated training on proper use of respiratory protection equipment and fit testing for field personnel.

May

- Attend Association of California Water Agencies 2018 Spring Conference
- Present information on water supply conditions and water quality testing to Vista Magnet Middle School students.
- Mail notice regarding the availability of the Consumer Confidence Report (annual water quality report) on-line beginning July 1, 2018 with water bills.
- Participate in Vista Strawberry Festival.
- Continue recruitment for Finance Supervisor and Welder Helper positions.
- Coordinate District-wide organizational development training.

ENGINEERING DIVISION

April

- Mainline Replacements – Continued working on design of main replacement projects.
- The District has replaced approximately 7.1 miles of Nipponite pipe since 2002. Of the 8.9 miles of Nipponite pipe remaining in the system, replacement of 5.1 miles is currently in design and 0.2 mile is in construction.

May

- Mainline Replacement Projects in design (current projects): Buena Creek Rd., Hollyberry Dr. *, Alta Vista Dr. (D3 regulator relocation), York Dr., Montgomery Dr., Clarence Dr., Peach Grove Ln. *, Drury Lane, Lonsdale Ln. *, Rosario Ln. *, Lita Ln., Via Christina, Calle Maria, Camino Mateo, Catalina Ave. *, Taylor St. *, Goodwin Dr. *, N. Santa Fe Ave. *, Osborne St. (Total length = 5.50 miles).
- Mainline Replacement Projects in planning (future projects): N. Citrus Ave., Nevada Ave., Lemon Ave., Hillside Tr., Camino Ciego*, E. Vista Way, Mason Rd., Lado De Loma, Eddy Dr., Camino Patricia, Camino Corto, Nordahl Rd. *, HN Line- Gopher Canyon to Fairview Dr., Buena Creek Rd. *, Alta Vista Dr., Robinhood Rd., Lower Ln., Easy St., Vista Grande Dr. *, Green Hills Way, Elevado Road, Rancho Vista Rd., Bandini Place, McGavran Dr., Oro Avo Dr., Shale Rock, La Mirada, Crescent Dr., Descanso Ave., Mar Vista Dr., Miramar Dr., Camino Culbera*, Camino Loma Verde*, Catalina Ave. *, Friendly Dr. *, Oak Dr. *, San Clemente Ave./Way*, Vista Grande Dr. *, and Warmlands Ave. * (Total length = 8.64 miles).
- City of Vista Projects – (Paseo) South Santa Fe Streetscape Improvements: Phase II along South Santa Fe Avenue from Ocean View to Terrace Drive (CIP #8289); Phase III along South Santa Fe Avenue from Terrace Drive to Civic Center Drive (CIP #9291). The City anticipates beginning construction in the Fall (Total length = 0.77 miles).

*Nipponite pipe

FIELD SERVICES AND WATER RESOURCES DIVISION

**VID Water Production
March 2018**

Description	Current Month Production		Average Production of Last 12 Months		Total, Fiscal Year-to-Date
	(mgd)	(af)	(mgd)	(af)	(af)
VID's EVWTP Water Production					
Local Water	0.00	0.00	2.81	264.38	3,172.60
SDCWA Raw Water	6.76	643.30	4.94	458.58	5,502.90
Subtotal (EVWTP Water Production)	6.76	643.30	7.76	722.96	8,675.50
Oceanside Contract Water	1.28	121.70	0.89	81.83	847.00
SDCWA Treated Water	2.97	282.20	7.45	698.48	3,832.30
TOTAL WATER PRODUCTION	11.01	1,047.20	16.10	1,503.27	13,354.80

Lake Henshaw and Warner Ranch Wellfield statistics are summarized as follows:

Lake Henshaw

Storage as of April 25, 2018:	4,454 af (9% of 51,774 af capacity)
Current releases:	0 cfs
Change in storage for month of March:	478 af (gain)
Total releases for month of March:	0 af
Hydrologic year-to-date rain total:	11.74 inches (April 25, 2018)
Percent of yearly average rain:	48% (30-year average: 24.58 inches)
Percent of year-to-date average rain:	53% (30-year average through March: 22.10 in.)

Warner Ranch Wellfield

Number of wells running in March: 9
Total production for month of March: 506 af
Average depth to water table (March): 111 ft (see attached historical water table chart)

**Electrical Energy Use at VID Headquarters
March 2018**

Description	Current Month Production	Average of Last 12 Months	Total, Fiscal Year-to-Date
	(kWh)	(kWh)	(kWh)
Solar Production (\$0.16 per kWh)	30,369	32,944	270,775
Power purchased from Direct Energy (\$0.05 per kWh)	11,325	16,103	174,366
TOTAL ELECTRICAL ENERGY USE	41,694	49,047	445,141

April

- Water Quality Calls/Incidents for April – received one odor complaint and seven discolored water calls. The odor call was investigated and determined to be a private plumbing issue and the discolored water calls were all related to a hit fire hydrant.
- Began main line replacement of Nipponite pipe on Peach Grove Lane – install approximately 400’ of 8” PVC pipe, 15 service laterals and one hydrant.
- Continued HP reservoir pipeline extension on Edgehill Road – install approximately 275’ of 6” PVC pipe and 6 service laterals.
- Completed main line replacement of 8” steel pipe on Pala Vista Drive – installed approximately 200’ of 8” PVC pipe and one service lateral.
- Completed main line replacement of Nipponite pipe on Quails Trail – installed approximately 950’ of 8” PVC pipe, 11 services and two hydrant laterals.
- District staff met with representatives of the Warner Springs Ranch Resort regarding the District’s groundwater assessment project.
- Submitted comments on the County’s Notice of Environmental Impact Report Preparation for the Warner Springs Ranch Resort Project.
- City of Escondido (Escondido) received two proposals for the design of the San Pasqual Undergrounding Project, one from the team of Kleinfelder, Black & Veatch, and Dudek and one from the team of Michael Baker International and Brown and Caldwell. The proposals are currently being reviewed by District and Escondido staff.

May

- Continue main line replacement of Nipponite pipe on Peach Grove Lane – install approximately 400’ of 8” PVC pipe, 15 service laterals and one hydrant.
- Continue HP reservoir pipeline extension on Edgehill Road – install approximately 275’ of 6” PVC pipe and 6 service laterals.
- Begin main line replacement of Nipponite pipe on Buena Creek (private easement) – install approximately 800’ of 8” PVC pipe, seven services and one hydrant lateral.

ATTACHMENTS:

Lake Henshaw Resort, Inc., Activity Reports – February 28, 2018
VID's Warner Wellfield – Water Table Depth vs. Monthly Wellfield Production

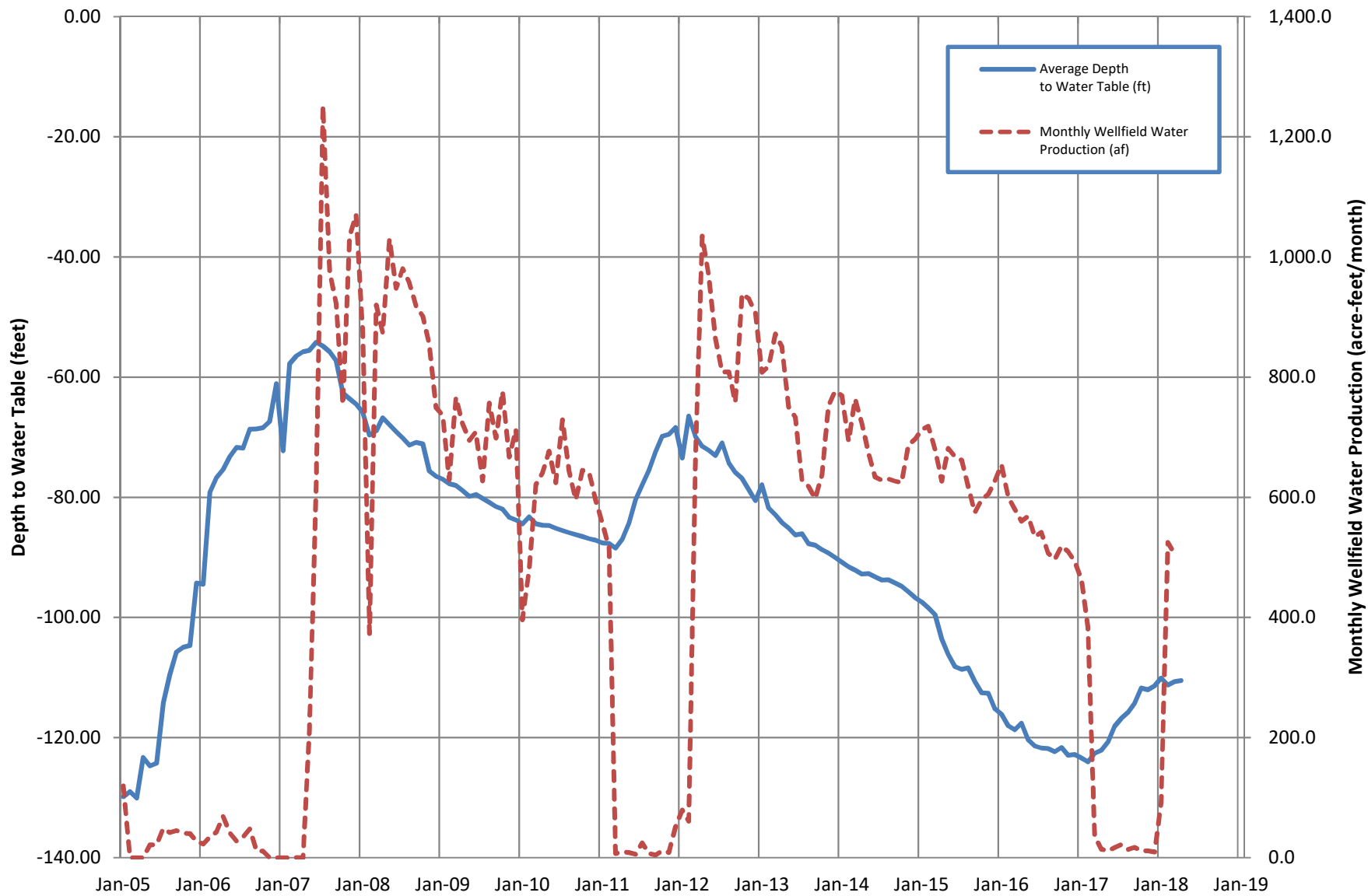


**LAKE HENSHAW RESORT, INC.
ACTIVITY REPORT
AS OF FEBRUARY 28, 2018**

	2017 Feb	2017 Mar	2017 Apr	2017 May	2017 Jun	2017 Jul	2017 Aug	2017 Sep	2017 Oct	2017 Nov	2017 Dec	2018 Jan	2018 Feb	12 MO AVG
Fishing Permits	83	344	761	859	897	768	660	609	381	377	136	196	195	515
Boat Launches	1	3	22	30	46	23	23	5	7	3	3	3	3	14
Motor Boats (full day rental)	0	7	40	64	64	66	49	25	13	16	9	15	14	32
Motor Boats (half day rental)	0	0	14	13	13	20	11	4	4	8	3	3	2	8
Campground/Head Count	54	284	936	1,236	944	1,745	1,049	1,380	485	72	84	31	76	694
Campground/Cars, Trucks, etc.	15	214	263	502	325	592	444	521	172	125	38	15	51	272
Campground/Recreational Vehicles	3	6	37	21	24	9	0	15	11	7	3	1	2	11
Mobile Home/Spaces	66	68	63	69	73	80	81	88	90	90	90	92	93	81
M.H.P. Daily (Visitors/Head Count)	0	0	0	36	42	46	32	42	39	56	62	46	36	36
M.H.P. (Residents/Head Count)	99	99	97	96	113	132	133	124	126	125	128	124	136	119
Storage	7	6	3	6	6	7	4	4	4	4	5	5	5	5
Cabins	112	169	207	214	185	201	232	202	283	217	168	174	168	202
Hunters	0	0	0	0	0	0	0	0	0	0	31	21	0	4

VID's Warner Wellfield

Water Table Depth vs. Monthly Wellfield Production





STAFF REPORT

Agenda Item: 8

Board Meeting Date: May 2, 2018
Prepared By: Frank Wolinski
Reviewed By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: ANNUAL CONTRACT FOR PAVING SERVICES

RECOMMENDATION: Authorize the General Manager to amend the existing contract with Joe's Paving, Inc. to provide paving services on District projects under the formal bidding threshold of \$60,000 and to extend the contract for fiscal year 2019 in an amount not to exceed \$600,000.

PRIOR BOARD ACTION: On July 5, 2017, the Board authorized the General Manager to enter into a contractual service agreement with Joe's Paving, Inc. to provide paving services on District projects requiring less than 8,000 square feet of paving for the fiscal year 2018 in an amount not to exceed \$600,000.

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

SUMMARY: 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 main line replacement program. During fiscal year 2018, Joe's Paving, Inc. has successfully performed final paving for District excavations under 8,000 square feet under an annual contract for paving services. The current contract with Joe's Paving Inc. allows for the District to extend the contract through fiscal year 2019.

DETAILED REPORT: Historically, the District has bid all paving projects over 350 square feet and captured all paving under this amount in an annual paving contract. In 2015, the District expanded the scope of the annual paving contract to include paving up to 1,500 square feet. In May 2017, the District advertised and solicited bids from fifteen (15) contractors to perform asphalt repair services for patch paving and main line replacement projects. Contractors were required to bid on paving in incremental amounts up to 8,000 square feet as well as provide pricing for seal coating, striping, signage, curb and berm, and other related services. The District received three responsive bids; Joe's Paving, Inc. responded with the lowest overall bid based on price per square foot for patch paving and trench restoration services.

At the time of bid solicitation, an 8,000 square foot repair along with other minor road repair services on a single project was estimated to cost just under \$50,000, the Purchasing Policy threshold requiring formal bids and Board approval. In November 2017, the Board approved revisions to the Purchasing Policy that increased the threshold requiring formal bidding and Board approval from \$50,000 to \$60,000. Staff recommends amending the current contract with Joe's Paving, Inc. to provide paving services on District projects under the formal bidding threshold of \$60,000 (rather than the 8,000 square foot parameter) based on the attached price sheet; this change will enhance the District's ability to be responsive in the repair of roadways. Additionally, staff recommends exercising the District's first option to extend the contract with Joe's Paving, Inc. for a one-year period for fiscal year 2019 in an amount not to exceed \$600,000. Joe's Paving, Inc. pricing remains the same for fiscal year 2019.

ATTACHMENT: Price sheet

PRICE SHEET

Item	Asphalt Base Paving (Patch Paving)		
1	1 - 500 Square Feet	\$4.90	Per Sq. Ft.
2	501 - 1,000 Square Feet	\$4.00	Per Sq. Ft.
3	1,001 - 2,000 Square Feet	\$3.80	Per Sq. Ft.
4	Additional Asphalt replacement 1" depth	\$0.75	Per Sq. Ft.
Item	Grind and Cap (Patch Paving)		
5	2 - 1,000 Square Feet	\$3.65	Per Sq. Ft.
6	1,001 - 2,500 Square Feet	\$3.25	Per Sq. Ft.
7	2,501 - 4,000 Square Feet	\$2.60	Per Sq. Ft.
Item	Mobilization Fee		
8	1 - 1,000 Square Feet	\$0.60	Per Sq. Ft.
9	1,001 - 2,000 Square Feet	\$0.40	Per Sq. Ft.
Item	Asphalt Base Paving (Main Line Replacement)		
10	2,001 - 4,000 Square Feet	\$5.50	Per Sq. Ft.
11	≥4,001 Square Feet	\$4.50	Per Sq. Ft.
Item	Grind and Cap (Mainline Replacement)		
12	2,001 - 4,000 Square Feet	\$1.80	Per Sq. Ft.
13	≥4,001 Square Feet	\$1.50	Per Sq. Ft.
Item	Remove and Replace (Main Line Replacement)		
14	1 - 500 Square Feet	\$4.90	Per Sq. Ft.
15	501 - 1,000 Square Feet	\$4.00	Per Sq. Ft.
16	1,001 - 2,000 Square Feet	\$3.80	Per Sq. Ft.
Item	Additional Items (Main Line Replacement)		
17	Flag-person (using Contractor owned materials and equipment)	\$65.00	Per Hour
18	Project Coordinator (Job Walk)	\$50.00	Per Hour
Item	Seal Coat		
19	1 - 500 Square Feet	\$11.00	Per Sq. Ft.
20	501 - 1,000 Square Feet	\$5.50	Per Sq. Ft.
21	1,001 - 2,000 Square Feet	\$2.75	Per Sq. Ft.
Item	Berm and Curb		
22	3" - 6" Rolled Asphalt Berm	\$4.50	Per Ln. Ft.
23	6" Machined Asphalt Curb	\$8.90	Per Ln. Ft.
Item	Striping		
24	Painted Striping (Crosswalk, stop bar, bike lane, fog line, etc.)	\$0.75	Per Ln. Ft.
25	Painted Lane Striping (Center divide, double line, etc.)	\$1.00	Per Ln. Ft.
26	Thermoplastic Striping (Crosswalk, stop bar, bike, fog line, etc.)	\$5.00	Per Ln. Ft.
27	Thermoplastic Lane Striping (Center divide, double line, etc.)	\$5.00	Per Ln. Ft.
28	Pavement Markers/reflectors (Fire, center road, etc.)	\$5.00	Each
Item	Signage		
29	Painted Intersection Marking (Legends, arrows, etc.)	\$60.00	Each
30	Thermoplastic Intersection Marking (Legends, arrows, etc.)	\$500.00	Each
Item	Traffic Loops		
31	Traffic Control Loop	\$1,050.00	Each
32	Cyclist Control Loop	\$900.00	Each
Item	Additional Services		
33	Asphalt compaction test	\$500.00	Each



**FISCAL POLICY
COMMITTEE REPORT**

Agenda Item: 9

Board Meeting Date: May 2, 2018
Prepared By: Dirs. Dorey & MacKenzie

SUBJECT: FISCAL YEAR 2019 BUDGET

RECOMMENDATION: Adopt the Fiscal Year 2019 Budget

PRIOR COMMITTEE ACTION: On April 23, 2018, the Fiscal Policy Committee reviewed and recommended that draft Fiscal Year 2019 budget be presented to the Board for adoption.

FISCAL IMPACT: The draft Budget projects revenues of \$53,210,300, operating expenses of \$45,832,700 and capital outlay of \$5,958,000; revenues are projected to exceed operating expenses and capital outlay resulting in a \$1,419,600 being contributed to reserves.

SUMMARY: The draft Budget projects water sales of 16,500 acre feet; 14,207 acre feet of water is projected to be purchased from the San Diego County Water Authority and 3,393 acre feet of local water is projected to come from Lake Henshaw. Local water production is budgeted based on a 10-year rolling average.

Revenue and Operating Budgets are projected to increase by just over 4% primarily as a result of inflationary adjustments made to water rates and charges as well as operating expenses, including purchased water and infrastructure repair and maintenance costs. The Capital Budget is projected to decrease by 16% to \$5,958,000. Approximately 92% of the Capital Budget is designated for the Mainline Replacement Program and other necessary water-related and infrastructure improvement projects; the majority of other Capital Budget items are construction equipment needed to provide direct support to the Mainline Replacement Program.

DETAILED REPORT: See draft Fiscal Year 2019 Budget.

ATTACHMENT: Draft Budget – Fiscal Year 2019



BUDGET
Fiscal Year 2019
July 1, 2018 to June 30, 2019

Draft
May 2, 2018

VISTA IRRIGATION DISTRICT

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Budget Overview

Vista Irrigation District BUDGET OVERVIEW Fiscal Year 2019

The Vista Irrigation District's (District) 2019 Budget represents a financial plan for the next fiscal year (July 1, 2018 through June 30, 2019). 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 2019 Budget projects revenues of \$53,210,300, which includes \$32,330,000 (approximately 61%) from Water Sales. Based upon the most recent conservation trends, it is projected that the District will sell 16,500 acre feet of water in fiscal year 2019.

Operating expenses for fiscal year 2019 are projected to be \$45,832,700, which includes \$22,552,500 of Purchased Water Costs. Purchased Water represents 49% 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 2019 Budget estimates that the District will need to purchase 14,207 acre feet of water from the CWA. The Budget also estimates that the District will produce 3,393 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 2018 is \$5,958,000. Of this total, approximately 92% has been designated for the Mainline Replacement Program, and other necessary water-related and infrastructure improvement projects.

Budget Summary

**Vista Irrigation District
BUDGET SUMMARY
Fiscal Year 2019**

	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>Percentage Change</u>
Source of Funds			
Revenue Budget	\$ 51,088,000	\$ 53,210,300	4.2%
Use of Funds			
Operating Budget	\$ 43,900,775	\$ 45,832,700	4.4%
Capital Budget	7,111,100	5,958,000	(16.2%)
Contribution to Reserves	<u>76,125</u>	<u>1,419,600</u>	
	<u>\$ 51,088,000</u>	<u>\$ 53,210,300</u>	

Revenue Budget

**Vista Irrigation District
REVENUE BUDGET
Fiscal Year 2019**

	2016 Actual	2017 Actual	2018 Budget	Six Months Ended 12/31/2017 Actual	2019 Budget
WATER REVENUES					
Water Sales	\$ 25,389,471	\$ 28,875,753	\$ 31,529,000	\$ 17,936,210	\$ 32,330,000
Service Charges/Fees	15,850,475	16,061,466	16,916,000	8,423,860	17,612,000
	<u>41,239,946</u>	<u>44,937,219</u>	<u>48,445,000</u>	<u>26,360,070</u>	<u>49,942,000</u>
OTHER REVENUES					
Other Services	657,891	645,880	500,000	280,567	550,000
System Fees	622,039	1,029,580	815,000	598,730	1,200,000
Property Rentals	718,075	770,023	738,000	403,943	738,300
Property Taxes	384,960	423,469	400,000	178,354	450,000
Investment Income	129,591	168,777	190,000	124,015	330,000
	<u>2,512,556</u>	<u>3,037,729</u>	<u>2,643,000</u>	<u>1,585,609</u>	<u>3,268,300</u>
TOTAL REVENUE BUDGET	<u>\$ 43,752,502</u>	<u>\$ 47,974,948</u>	<u>\$ 51,088,000</u>	<u>\$ 27,945,679</u>	<u>\$ 53,210,300</u>
WATER SALES (ACRE FEET)	<u>14,244</u>	<u>15,335</u>	<u>16,400</u>	<u>9,312</u>	<u>16,500</u>

Revenue Account Descriptions

REVENUE ACCOUNT DESCRIPTIONS

Account Group: <u>Water Sales</u> Account Number: 60xx	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	Actual	Actual	Budget	Budget
	\$25,389,471	\$28,875,753	\$31,529,000	\$32,330,000

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 16,500 acre feet of water which is based upon recent history. The budget includes the 1/1/18 rate increase from the San Diego County Water Authority, however, it assumes no future rate increases on water sales. The 2019 budget is calculated based upon the following current water usage rates:

- ◆ Tier 1: \$4.24 per Hundred Cubic Fee (Unit)
- ◆ Tier 2: \$4.78 per Hundred Cubic Fee (Unit)

Account Group: <u>Service Charges/Fees</u> Account Number: 605x	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	Actual	Actual	Budget	Budget
	\$15,850,475	\$16,061,466	\$16,916,000	\$17,612,000

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 1/1/18 IAC fee increase from the CWA and the District's fiscal year 2019 service charge increase effective 7/1/18. This service charge increase is a result of the "Smooth Water Rate Adjustment" adopted by the Board under Minute Order 05-06-49 and reaffirmed after a public hearing conducted on October 9, 2013.

Meter Size	FY 2016	FY 2017	FY 2018	FY 2019
5/8"	\$ 26.42	\$ 27.17	\$ 28.08	\$ 29.45
3/4"	34.87	35.85	37.05	38.85
1"	51.51	52.96	54.74	57.40
1½"	93.51	96.15	99.37	104.20
2"	143.70	147.76	152.71	160.14
3"	277.64	285.48	295.05	309.40
4"	428.21	440.30	455.06	477.20
6"	1,014.12	1,042.74	1,077.71	1,130.14
8"	1,349.07	1,387.15	1,433.67	1,503.42
10"	2,018.72	2,075.70	2,145.31	2,249.68

Account Group: <u>Other Services</u> Account Number: 61xx	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	Actual	Actual	Budget	Budget
	\$657,891	\$645,880	\$500,000	\$550,000

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: <u>System Fees</u> Account Number: 62xx	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	Actual	Actual	Budget	Budget
	\$622,039	\$1,029,580	\$815,000	\$1,200,000

This account group includes capacity fees, annexation and detachment fees. The increase is due to the higher level of construction activity within the District.

REVENUE ACCOUNT DESCRIPTIONS

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Property Rentals</u>				
Account Number: 6301	\$718,075	\$770,023	\$738,000	\$738,300

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

Hein Hettinga Cattle	\$ 190,000
Department of Defense- Navy	157,500
My Country Club	80,000
Lake Henshaw Resort	56,000
Crown Castle/T-Mobile- Cabrillo Circle	48,300
T-Mobile/Omnipoint- Lupine Hills	48,300
Crown Castle GT Co.	41,100
Cingular Wireless - AT&T	40,400
Verizon Wireless	20,300
Crown Castle - Vista Towers	18,600
Sempra Energy	12,400
Puerta La Cruz	12,300
Mendenhall Cattle Company	9,500
Charles Chester Taylor	1,700
Noll Seeds	1,000
Department of Agriculture - Forestry Service	500
Vallecitos Water District	400
	\$ 738,300

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Property Taxes</u>				
Account Number: 8001	\$384,960	\$423,469	\$400,000	\$450,000

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

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Investment Income</u>				
Account Number: 81xx	\$129,591	\$168,777	\$190,000	\$330,000

This account group includes interest income and gains and losses on investments. The increase in the FY 2019 Budget is due to the anticipated continuation of rise in interest rates.

Revenue Budget Detail

REVENUE BUDGET DETAIL

Account	Description	Six Months Ended			
		2017 Actual	2018 Budget	December 31, 2017 Actual	2019 Budget
Water Sales					
6001	Single Family	\$ 14,605,969	\$ 15,133,000	\$ 8,891,531	\$ 16,360,000
6002	Multi Family	5,040,898	6,015,000	2,799,093	5,650,000
6003	Irrigation	3,177,587	3,182,000	2,541,733	3,560,000
6004	Commercial	2,106,458	2,483,000	1,209,223	2,360,000
6005	Agricultural	1,627,310	1,973,000	1,090,432	1,820,000
6006	Government	670,766	592,000	404,764	750,000
6007	Industrial	1,004,177	1,289,000	605,034	1,120,000
6008	Mobile Home	624,695	805,000	394,752	700,000
6009	Contract Water	8,970	49,000	(1,464)	-
6010	Unmetered	8,923	8,000	1,112	10,000
		<u>28,875,753</u>	<u>31,529,000</u>	<u>17,936,210</u>	<u>32,330,000</u>
Service Charges/Fees					
6051	Ready To Serve Fees	14,193,564	15,100,000	7,469,181	15,670,000
6052	Infrastructure Access Charge	1,171,164	1,216,000	613,922	1,282,000
6053	Penalties/Fees	696,738	600,000	340,757	660,000
		<u>16,061,466</u>	<u>16,916,000</u>	<u>8,423,860</u>	<u>17,612,000</u>
Other Services					
6101	Construction Services	314,984	300,000	151,567	300,000
6102	Jobs Gain/(Loss)	33,828	-	2,714	-
6103	Non Construction Services	297,068	200,000	126,286	250,000
		<u>645,880</u>	<u>500,000</u>	<u>280,567</u>	<u>550,000</u>
System Fees					
6201	Capacity Fees	1,018,890	800,000	598,730	1,200,000
6202	Connection Fees	6,512	15,000	-	-
6203	Annexation/Detachment Fees	4,178	-	-	-
		<u>1,029,580</u>	<u>815,000</u>	<u>598,730</u>	<u>1,200,000</u>
Property Rentals					
6301	Property Rentals	770,023	738,000	403,943	738,300
		<u>770,023</u>	<u>738,000</u>	<u>403,943</u>	<u>738,300</u>
Property Taxes					
8001	Property Taxes	423,469	400,000	178,354	450,000
		<u>423,469</u>	<u>400,000</u>	<u>178,354</u>	<u>450,000</u>
Investment Income					
8101	Interest Income	85,821	100,000	39,422	105,000
8102	Investment Gain/Loss	82,956	90,000	84,593	225,000
		<u>168,777</u>	<u>190,000</u>	<u>124,015</u>	<u>330,000</u>
Total Revenue Budget		<u>\$ 47,974,948</u>	<u>\$ 51,088,000</u>	<u>\$ 27,945,679</u>	<u>\$ 53,210,300</u>

Operating Budget

**Vista Irrigation District
OPERATING BUDGET
Fiscal Year 2019**

	2016 Actual	2017 Actual	2018 Budget	Six Months Ended 12/31/2017 Actual	2019 Budget
PURCHASED WATER					
Variable CWA Charges	\$ 13,043,323	\$ 17,583,656	\$ 14,440,000	\$ 7,492,945	\$ 16,020,000
Fixed CWA Charges	5,686,334	6,254,432	6,330,000	3,141,575	6,542,000
Agricultural Rebates	(8,604)	(11,359)	(12,000)	(4,725)	(9,500)
	<u>18,721,053</u>	<u>23,826,729</u>	<u>20,758,000</u>	<u>10,629,795</u>	<u>22,552,500</u>
WAGES	7,937,899	7,971,814	8,152,000	3,883,070	8,220,000
BENEFITS & TAXES	3,932,699	5,520,539	5,107,700	2,919,023	5,465,700
OFFICE & GENERAL					
Fees & Permits	137,894	172,761	162,875	109,144	145,500
Postage	70,949	74,416	75,500	37,716	70,000
Computer Hardware	11,664	19,236	61,500	9,845	95,000
Computer Software	10,000	4,818	24,500	3,902	4,200
Travel	43,618	37,989	39,600	20,129	40,600
Training	50,804	38,194	50,000	26,452	48,100
Dues & Subscriptions	48,111	44,052	47,800	3,726	48,800
Employment Related Expense	61,412	54,636	51,500	23,789	42,700
Office Supplies	39,409	21,513	30,500	4,032	22,700
Printing	7,089	11,259	12,700	5,817	12,500
Award/Contributions	8,597	2,823	8,700	3,000	9,500
	<u>489,547</u>	<u>481,697</u>	<u>565,175</u>	<u>247,552</u>	<u>539,600</u>
DEPRECIATION	2,581,311	2,719,379	2,824,000	1,455,826	3,058,000
CONTRACTUAL SERVICES	4,125,191	3,495,060	4,718,100	1,593,528	4,306,500
SUPPLIES	1,396,166	1,450,699	1,258,600	702,183	1,306,400
POWER	656,238	525,897	558,300	183,247	540,300
PROFESSIONAL FEES					
Audit	12,975	30,065	25,000	15,740	25,000
Legal	534,931	652,015	311,000	114,556	277,800
Consultants	152,583	267,294	248,500	170,765	420,400
	<u>700,489</u>	<u>949,374</u>	<u>584,500</u>	<u>301,061</u>	<u>723,200</u>
INSURANCE	531,811	535,788	484,000	250,310	434,000
COMMUNICATIONS	49,845	56,779	57,400	27,569	58,500
UNCOLLECTIBLE ACCOUNTS	46,789	2,662	33,000	22,849	28,000
BURDEN ALLOCATION	(1,255,779)	(1,422,130)	(1,200,000)	(744,640)	(1,400,000)

Vista Irrigation District OPERATING BUDGET Fiscal Year 2019

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>Six Months Ended 12/31/2017 Actual</u>	<u>2019 Budget</u>
LOSS/(GAIN) ON ASSETS	16,209	139,088	-	539	-
LEGAL SETTLEMENT	83,905	66,961	-	-	-
TOTAL OPERATING BUDGET	<u>\$ 40,013,373</u>	<u>\$ 46,320,336</u>	<u>\$ 43,900,775</u>	<u>\$ 21,471,912</u>	<u>\$ 45,832,700</u>
 WATER SOURCES (ACRE FEET):					
Water Purchases	14,230	16,332	13,587	6,762	14,207
Local Water	<u>1,582</u>	<u>858</u>	<u>3,813</u>	<u>3,172</u>	<u>3,393</u>
	<u>15,812</u>	<u>17,190</u>	<u>17,400</u>	<u>9,934</u>	<u>17,600</u>

Operating Account Descriptions

OPERATING ACCOUNT DESCRIPTIONS

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Variable CWA Charges</u>				
Account Number: 7001	\$13,043,323	\$17,583,656	\$14,440,000	\$16,020,000

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 3,393 acre feet, which is based upon a 10-year rolling average production of local water. The remaining 14,207 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.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Fixed CWA Charges</u>				
Account Number: 7002	\$5,686,334	\$6,254,432	\$6,330,000	\$6,542,000

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	\$ 2,436,000
Infrastructure Access Charge - CWA	1,282,000
Supply Reliability Charge - CWA	1,046,000
Customer Service Charge - CWA	909,000
Readiness-to-Serve Charge, net - MWD	552,000
Capacity Reservation Charge - MWD	317,000
	\$ 6,542,000

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Agricultural Rebates</u>				
Account Number: 7003	(\$8,604)	(\$11,359)	(\$12,000)	(\$9,500)

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

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: Wages				
Account Number: 71xx	\$7,937,899	\$7,971,814	\$8,152,000	\$8,220,000

This account group consists of compensation for labor reflecting the new labor contract effective January 1, 2018. This account group includes the following labor costs:

General	\$ 6,808,485
Vacation	764,909
Holiday	393,350
Sick Leave	237,111
Other Leave	16,145
	\$ 8,220,000

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: Benefits & Taxes				
Account Number: 72xx	3,932,699	\$5,520,539	\$5,107,700	\$5,465,700

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

Health Insurances (Medical, Dental & Vision)	\$ 2,176,000
Public Employees Retirement System (PERS)	2,090,000
FICA & Medicare	580,000
Worker's Compensation	195,000
Retiree Medical Insurance (GASB 45)	200,000
Deferred Compensation Plan Matching (457 Plan)	95,000
Life and Disability Insurance	89,200
Uniforms (Clothing and Boots)	31,500
Tuition Reimbursement	4,000
EAP Counseling	3,000
Unemployment Insurance	2,000
	\$ 5,465,700

OPERATING ACCOUNT DESCRIPTIONS

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Fees & Permits</u> Account Number: 7301	\$137,894	\$172,761	\$162,875	\$145,500

This account group includes \$73,800 of water-related costs and \$71,700 of non water-related costs. The water-related costs primarily include \$61,500 to the State Water Resources Control Board and to County Health Services for various permits, \$12,100 to the Department of Water Resources for dam fees, etc. The non water-related costs primarily include \$30,000 for LAFCO fees, \$15,000 for District headquarters association dues, \$12,000 for excavation permits, \$5,000 for sewer fees, etc.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Postage</u> Account Number: 7302	\$70,949	\$74,416	\$75,500	\$70,000

This account group includes postage for water bills and all other District mailings.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Computer Hardware</u> Account Number: 7303	\$11,664	\$19,236	\$61,500	\$95,000

This account group consists of computer hardware such as servers, desktop and laptop computers, inkjet and laser printers, scanners, monitors, etc. The increase in the budget is mainly due to the planned replacement cost of new desktop computers and monitors.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Computer Software</u> Account Number: 7304	\$10,000	\$4,818	\$24,500	\$4,200

This account group consists of various Network and Desktop software.

OPERATING ACCOUNT DESCRIPTIONS

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Travel</u>				
Account Number: 7305	\$43,618	\$37,989	\$39,600	\$40,600

This account group includes travel expenses related to attending conferences, meetings, training and other District business. The travel budget is organized by the following divisions:

Board of Directors	\$ 26,000
General Manager Division	7,000
Field Services and Water Resources Division	3,300
Administration	2,500
Engineering Division	1,800
	\$ 40,600

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Training</u>				
Account Number: 7306	\$50,804	\$38,194	\$50,000	\$48,100

This account group includes the cost of training and seminars. The largest components of the 2019 training budget include: \$15,000 for various Safety Cal/OSHA required trainings, \$13,000 for training for the Board, \$5,500 for Electrical training and other water related training, \$2,800 for Engineering classes, \$2,000 for various management development and employee training workshops, and etc.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Dues & Subscriptions</u>				
Account Number: 7307	\$48,111	\$44,052	\$47,800	\$48,800

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

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Employment Related Expense</u>				
Account Number: 7308	\$61,412	\$54,636	\$51,500	\$42,700

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

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Office Supplies and Furniture</u> Account Number: 7309	\$39,409	\$21,513	\$30,500	\$22,700
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.				

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Printing</u> Account Number: 7310	\$7,089	\$11,259	\$12,700	\$12,500
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.				

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Awards/Contributions</u> Account Number: 7311	\$8,597	\$2,823	\$8,700	\$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.				

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Depreciation</u> Account Number: 7401	\$2,581,311	\$2,719,379	\$2,824,000	\$3,058,000
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

	2016	2017	2018	2019
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Account Group: <u>Contractual Services</u>				
Account Number: 75xx				
	\$4,125,191	\$3,495,060	\$4,718,100	\$4,306,500
The increase in the budget is primarily due to planned repairs to the Flume, Ditches, Dam & Reservoirs. This account group includes contractual services for the following:				
Escondido Treatment Plant				\$ 2,000,000
Transmission and Distribution Systems				384,100
Escondido Canal				375,000
General				345,600
Flume				265,000
Weese Treatment Plant				247,000
Buildings and Grounds				226,600
Dam				165,000
Well Field				71,300
Ditches				60,000
Reservoirs				42,500
Garage				41,000
Water Quality				23,400
Fire Hydrants/Fire Services				22,000
SCADA				20,000
Pump Stations				18,000
				<u>\$ 4,306,500</u>
<hr/>				
	2016	2017	2018	2019
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Account Group: <u>Supplies</u>				
Account Number: 76xx				
	\$1,396,166	\$1,450,699	\$1,258,600	\$1,306,400
This account group includes supplies for the following:				
Transmission and Distribution Systems				\$ 611,300
General				170,000
Fuel				140,800
Garage				134,700
Fire Hydrants/Fire Services				100,000
Buildings and Grounds				33,000
SCADA				32,200
Treatment Plant				20,000
Well Field				15,900
Pump Stations				13,000
Water Quality				10,500
Reservoirs				10,500
Flume				10,000
Conservation Programs				2,900
Dam				1,000
Ditches				600
				<u>\$ 1,306,400</u>

OPERATING ACCOUNT DESCRIPTIONS

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: Power Account Number: 77xx	\$656,238	\$525,897	\$558,300	\$540,300
This account group includes:				
Well Field				\$ 259,200
Pump Stations				140,000
Main Office				133,900
Transmission and Distribution Systems				4,000
Reservoirs				1,800
Water Treatment				1,400
				\$ 540,300
Account Group: Audit Account Number: 7721	\$12,975	\$30,065	\$25,000	\$25,000
This account group includes auditing services performed by a Certified Public Accounting firm.				
Account Group: Legal Account Numbers: 7722 & 7723	\$534,931	\$652,015	\$311,000	\$277,800
This account group includes general legal services and legal services in connection with the Indian lawsuit.				
Account Group: Consultants Account Numbers: 7724 & 7725	\$152,583	\$267,294	\$248,500	\$420,400
This account group includes:				
Water Supply Planning Study				\$ 250,000
Groundwater Assessment				100,400
Surveying Services & Title Report Services				50,000
Document Management System Upgrade				10,000
Dam Stability Analysis				5,000
Environmental Services				5,000
				\$ 420,400

OPERATING ACCOUNT DESCRIPTIONS

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Insurance</u> Account Number: 7731	\$531,811	\$535,788	\$484,000	\$434,000

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.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Communications</u> Account Number: 7741	\$49,845	\$56,779	\$57,400	\$58,500

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

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Uncollectible Accounts</u> Account Number: 7751	\$46,789	\$2,662	\$33,000	\$28,000

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 \$15,000 for uncollectible water bills and \$13,000 for uncollectible damage to District property.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Burden Allocation</u> Account Number: 7799	(\$1,255,779)	(\$1,422,130)	(\$1,200,000)	(\$1,400,000)

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. The change in the budget is primarily due to an increase in emphasis on pipeline replacement.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Account Group: <u>Legal Settlement</u> Account Number: 8501	-	\$66,961	-	-

This account group represents an inflation adjustment on the proposed Indian settlement financial obligation. The elimination of the budget is due to the financial settlement of the Indian law suit.

Operating Budget Detail

OPERATING BUDGET DETAIL

<u>Account</u>	<u>Description</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>Six Months Ended December 31, 2017 Actual</u>	<u>2019 Budget</u>
Variable CWA Charges					
7001	Purchased Water-CWA Variable	\$ 17,583,656	\$ 14,440,000	\$ 7,492,945	\$ 16,020,000
		17,583,656	14,440,000	7,492,945	16,020,000
Fixed CWA Charges					
7002	Purchased Water-CWA Fixed	6,254,432	6,330,000	3,141,575	6,542,000
		6,254,432	6,330,000	3,141,575	6,542,000
Agricultural Rebates					
7003	Purchased Water-Ag. Rebate	(11,359)	(12,000)	(4,725)	(9,500)
		(11,359)	(12,000)	(4,725)	(9,500)
Wages					
7101	Wages-General	6,620,535	6,747,023	3,255,118	6,808,485
7102	Vacation	770,936	762,575	340,164	764,909
7103	Sick Leave	187,447	231,980	98,321	237,111
7104	Holiday	377,021	394,324	179,675	393,350
7105	Other Leave	15,875	16,098	9,792	16,145
		7,971,814	8,152,000	3,883,070	8,220,000
Benefits & Taxes					
7201	Health Insurance	1,825,318	2,047,000	980,089	2,176,000
7202	PERS	2,479,626	1,876,000	1,261,882	2,090,000
7203	FICA & Medicare	598,011	580,000	280,526	580,000
7204	Retiree Health Insurance	187,068	171,000	207,639	200,000
7205	Workers Compensation	216,624	220,000	94,934	195,000
7206	457 Plan Matching	100,630	95,000	35,711	95,000
7207	Life & Disability Insurance	75,598	80,000	38,243	89,200
7208	Uniforms/Boots	28,889	29,500	15,076	31,500
7209	Unemployment Insurance	-	2,000	-	2,000
7210	EAP Counseling	2,937	3,200	2,905	3,000
7211	Tuition Reimbursement	5,838	4,000	2,018	4,000
		5,520,539	5,107,700	2,919,023	5,465,700

OPERATING BUDGET DETAIL

Account	Description	2017 Actual	2018 Budget	Six Months Ended December 31, 2017 Actual	2019 Budget
Fees & Permits					
7301	Fees & Permits	172,761	162,875	109,144	145,500
		<u>172,761</u>	<u>162,875</u>	<u>109,144</u>	<u>145,500</u>
Postage					
7302	Postage	74,416	75,500	37,716	70,000
		<u>74,416</u>	<u>75,500</u>	<u>37,716</u>	<u>70,000</u>
Computer Hardware					
7303	Computer Hardware	19,236	61,500	9,845	95,000
		<u>19,236</u>	<u>61,500</u>	<u>9,845</u>	<u>95,000</u>
Computer Software					
7304	Computer Software	4,818	24,500	3,902	4,200
		<u>4,818</u>	<u>24,500</u>	<u>3,902</u>	<u>4,200</u>
Travel					
7305	Travel	37,989	39,600	20,129	40,600
		<u>37,989</u>	<u>39,600</u>	<u>20,129</u>	<u>40,600</u>
Training					
7306	Training	38,194	50,000	26,452	48,100
		<u>38,194</u>	<u>50,000</u>	<u>26,452</u>	<u>48,100</u>
Dues & Subscriptions					
7307	Dues & Subscriptions	44,052	47,800	3,726	48,800
		<u>44,052</u>	<u>47,800</u>	<u>3,726</u>	<u>48,800</u>
Employment Related Expense					
7308	Employment Related Expense	54,636	51,500	23,789	42,700
		<u>54,636</u>	<u>51,500</u>	<u>23,789</u>	<u>42,700</u>
Office Supplies					
7309	Office Supplies and Furniture	21,513	30,500	4,032	22,700
		<u>21,513</u>	<u>30,500</u>	<u>4,032</u>	<u>22,700</u>
Printing					
7310	Printing	11,259	12,700	5,817	12,500
		<u>11,259</u>	<u>12,700</u>	<u>5,817</u>	<u>12,500</u>
Awards/Contributions					
7311	Awards/Contributions	2,823	8,700	3,000	9,500
		<u>2,823</u>	<u>8,700</u>	<u>3,000</u>	<u>9,500</u>
Depreciation					
7401	Depreciation	2,719,379	2,824,000	1,455,826	3,058,000
		<u>2,719,379</u>	<u>2,824,000</u>	<u>1,455,826</u>	<u>3,058,000</u>

OPERATING BUDGET DETAIL

Account	Description	2017 Actual	2018 Budget	Six Months Ended December 31, 2017 Actual	2019 Budget
Contractual Services					
7501	Services-General	392,858	342,600	179,507	345,600
7502	Services-Buildings & Grounds	182,927	187,500	124,841	226,600
7503	Services-Garage	48,640	41,500	40,946	41,000
7504	Services-T & D Systems	441,729	396,300	179,373	384,100
7505	Services-FireHyd/Fire Services	38,087	50,000	6,472	22,000
7506	Services-Reservoirs	165,063	2,400	5,659	42,500
7507	Services-SCADA	11,075	13,800	7,869	20,000
7508	Services-Pump Stations	7,065	40,500	13,791	18,000
7509	Services-Water Quality Testing	10,319	11,000	4,005	23,400
7511	Services-Flume	6,630	5,000	3,228	265,000
7512	Services-Dam	10,957	12,500	495	165,000
7513	Services-Ditches	10,320	-	-	60,000
7514	Services-Well Field	38,407	150,000	-	71,300
7515	Services-Escondido Canal	365,582	350,000	189,755	375,000
7516	Services-Escondido Plant	1,573,730	2,200,000	795,313	2,000,000
7517	Services-Weese Plant	181,020	165,000	37,918	247,000
7518	Services-Water Rights	-	750,000	-	-
7520	Temporary Agencies	10,651	-	4,356	-
		3,495,060	4,718,100	1,593,528	4,306,500
Supplies					
7601	Supplies-General	176,609	154,750	81,561	170,000
7602	Supplies-Buildings & Grounds	34,964	27,000	17,042	33,000
7603	Supplies-Garage	113,434	136,000	69,210	134,700
7604	Supplies-T & D Systems	725,558	529,900	345,717	611,300
7605	Supplies-FireHyd/Fire Services	112,500	95,000	52,910	100,000
7606	Supplies-Reservoirs	6,368	5,000	2,635	10,500
7607	Supplies-SCADA	34,693	37,100	24,855	32,200
7608	Supplies-Pump Stations	12,488	11,500	5,098	13,000
7609	Supplies-Water Quality Testing	21,028	20,150	6,870	10,500
7610	Supplies-Water Treatment	19,387	28,000	18,891	20,000
7611	Supplies-Flume	8,554	9,500	4,673	10,000
7612	Supplies-Dam	14,249	24,500	2,959	1,000
7613	Supplies-Ditches	-	11,200	-	600
7614	Supplies-Well Field	25,187	24,500	3,785	15,900
7615	Fuel	127,081	142,000	65,973	140,800
7616	Conservation Programs	441	2,500	145	2,900
7697	Inventory Adjustments	18,270	-	-	-
7698	Trade Discounts	(112)	-	(141)	-
		1,450,699	1,258,600	702,183	1,306,400

OPERATING BUDGET DETAIL

Account	Description	2017 Actual	2018 Budget	Six Months Ended December 31, 2017 Actual	2019 Budget
Power					
7701	Power-Buildings/Grounds	117,903	120,800	68,595	133,900
7702	Power-T & D Systems	3,534	4,200	1,922	4,000
7703	Power-Reservoirs	1,958	1,800	992	1,800
7704	Power-Pump Station	114,335	130,000	71,829	140,000
7705	Power-Water Treatment	1,440	1,500	641	1,400
7706	Power-Well Field	286,727	300,000	39,268	259,200
		<u>525,897</u>	<u>558,300</u>	<u>183,247</u>	<u>540,300</u>
Audit					
7721	Audit	30,065	25,000	15,740	25,000
		<u>30,065</u>	<u>25,000</u>	<u>15,740</u>	<u>25,000</u>
Legal					
7722	Legal-General	110,773	166,000	42,099	113,800
7723	Legal-Water Rights	541,242	145,000	72,457	164,000
		<u>652,015</u>	<u>311,000</u>	<u>114,556</u>	<u>277,800</u>
Consultants					
7724	Consultants-General	262,489	248,500	170,765	420,400
7725	Consultants-Water Rights	4,805	-	-	-
		<u>267,294</u>	<u>248,500</u>	<u>170,765</u>	<u>420,400</u>
Insurance					
7731	Insurance	535,788	484,000	250,310	434,000
		<u>535,788</u>	<u>484,000</u>	<u>250,310</u>	<u>434,000</u>
Communications					
7741	Communications	56,779	57,400	27,569	58,500
		<u>56,779</u>	<u>57,400</u>	<u>27,569</u>	<u>58,500</u>
Uncollectible Accounts					
7751	Uncollectible Accounts	2,662	33,000	22,849	28,000
		<u>2,662</u>	<u>33,000</u>	<u>22,849</u>	<u>28,000</u>
Burden Allocation					
7799	Burden Allocation	(1,422,130)	(1,200,000)	(744,640)	(1,400,000)
		<u>(1,422,130)</u>	<u>(1,200,000)</u>	<u>(744,640)</u>	<u>(1,400,000)</u>
Loss/(Gain) on Assets					
8401	Asset Disposal Net Book Value	171,401	-	8,373	-
8402	Asset Disposal Proceeds	(32,313)	-	(7,834)	-
		<u>139,088</u>	<u>-</u>	<u>539</u>	<u>-</u>
Legal Settlement					
8501	Legal Settlement	66,961	-	-	-
		<u>66,961</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Operating Budget		<u>\$ 46,320,336</u>	<u>\$ 43,900,775</u>	<u>\$ 21,471,912</u>	<u>\$ 45,832,700</u>

Capital Budget

**Vista Irrigation District
CAPITAL BUDGET
Fiscal Year 2019**

	<u>Page No.</u>	<u>Budget Item No.</u>	<u>2019 Budget</u>
ENGINEERING:			
FY 2018 Main Replacement Program	22		\$ 2,750,000
HB Reservoir Rehabilitation	23		1,400,000
E Reservoir and Pump Station	24		550,000
Paseo Santa Fe Project - Ocean View to Civic Center Drive	25		300,000
Pechstein Reservoir Rehabilitation	26		175,000
E43 Regulator Relocation and Upgrade	27		<u>135,000</u>
			5,310,000
FIELD SERVICES:			
Generator	28		165,000
Vehicles (2)	29		73,000
Excavator	30		66,000
Equipment trailers (2)	31		50,000
Hydraulic Breaker	32		<u>22,000</u>
			376,000
FINANCE:			
Hyper-Converged Compute and Storage system	33		95,000
Color Laser Printer/Scanners (2)	34		<u>15,000</u>
			110,000
OPERATIONS:			
Flow Control Facility	35		85,000
Regulator	36		21,000
Altitude and Seismic Valve Actuators	37		<u>20,000</u>
			126,000
WATER RESOURCES:			
Tractor Mower	38		<u>36,000</u>
			36,000
TOTAL CAPITAL BUDGET			<u><u>\$ 5,958,000</u></u>

Capital Budget Detail

Capital Budget Request

Project or Equipment Information		
Title:	FY 2019 Main Replacement Program	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	On going program to replace various pipelines throughout the District.	
Reason for Request:	The goal of the main replacement program is to replace pipelines before they reach the end of their useful lives and become a maintenance liability or pipelines that need to be replaced due to street realignments and/or improvements. Therefore, replacement of mains is an ongoing project based on analysis of leak history, age and type of pipe material, input from District Field Crews, liability reduction, operational benefit, water quality problem reduction, future street improvement projects and other pertinent factors.	
Asset Being Replaced (If Applicable):	Various pipelines throughout the distribution system.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:			0
FY 2019 Budget:	1,250,000	1,500,000	2,750,000
FY 2020 and thereafter:			0
Total Projected Amount:	1,250,000	1,500,000	2,750,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	HB Reservoir Rehabilitation	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and construction of repairs needed to the HB Reservoir.	
Reason for Request:	The HB Reservoir is a 5 million gallon pre-stressed concrete reservoir constructed in 1963. The first phase will be to perform a detailed inspection and structural analysis of the tank and define the rehabilitation improvements necessary, which may include replacement of pre-stressing wires, seismic retrofit, new roof, and inlet/outlet piping upgrades.	
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 2191, HB Reservoir Construction, Original Cost & Net Book Value: TBD* Partial disposal of Asset No. 2193, HB Reservoir Hypalon Liner, Original Cost & Net Book Value: TBD* Partial disposal of Asset No. 2203, HB Reservoir Inside Ladders, Original Cost & Net Book Value: TBD* * All partial disposal amounts to be determined after the design has been completed.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			
FY 2016 Budget:			
FY 2017 Budget:			
FY 2018 Budget:	\$ -	\$ 75,000	\$ 75,000
FY 2019 Budget:	\$ -	\$ 1,400,000	\$ 1,400,000
FY 2020 and thereafter:	\$ -	\$ 1,250,000	\$ 1,250,000
Total Projected Amount:	\$ -	\$ 2,725,000	\$ 2,725,000

Requesting Department: Engineering

Budget Item Number: 18-05

Capital Budget Request

Project or Equipment Information		
Title:	E Reservoir and Pump Station	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and construction for the replacement of the E Reservoir and new pump station.	
Reason for Request:	E Reservoir is a 1.5 million gallon reinforced concrete reservoir constructed in 1929 and is in need of replacement. It is estimated that the new reservoir will be between 2 and 4 million gallons, depending on the site area and allowance for a new pump station. The new pump station was identified in the Master Plan and will provide a redundant feed from the E Reservoir to the 837 and 984 Zones.	
Asset Being Replaced (If Applicable):	Partial Disposal of Asset No. 2160, Original Cost & Net Book Value: TBD* Asset No. 2169, "E" Reservoir Modification Part I, Original Cost: \$17,366 ; Net Book Value: \$0 Asset No. 2171, "E" Reservoir Modification Part II, Original Cost: \$97,167 ; Net Book Value: \$0 Asset No. 3044, Seismic Control Device, Original Cost: \$7,448 ; Net Book Value: \$0 * Partial disposal amounts to be determined after the design has been completed.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			
FY 2016 Budget:	\$ -	\$ 50,000	\$ 50,000
FY 2017 Budget:			
FY 2018 Budget:			
FY 2019 Budget:	\$ -	\$ 550,000	\$ 550,000
FY 2020 and thereafter:	\$ -	\$ 7,500,000	\$ 7,500,000
Total Projected Amount:	\$ -	\$ 8,100,000	\$ 8,100,000

Requesting Department: Engineering

Budget Item Number: 16-04

Capital Budget Request

Project or Equipment Information		
Title:	Paseo Santa Fe Street Improvements - Ocean View Drive to Civic Center Drive	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and installation of approximately 2,700 feet of 18-inch and 1,350 feet of 8-inch pipelines in South Santa Fe Drive from Ocean View Drive to Civic Center Drive.	
Reason for Request:	The City of Vista has completed Phase I street improvements on South Santa Fe Avenue between Main Street and Ocean View Drive and is planning on completing Phases II and III on South Santa Fe Avenue from Ocean View Drive to Civic Center Drive as part of their Downtown Redevelopment project. Replacement and upsizing of existing mains is identified in the District's Master Plan.	
Asset Being Replaced (If Applicable):	Asset No. 1036, 146 feet of 6-inch pipe installed in 1966, Original Cost: \$898 ; Net Book Value: \$0 Asset No. 1036, 2,400 feet of 10-inch pipe installed in 1966, Original Cost: \$14,760 ; Net Book Value: \$0 Asset No. 1203, 135 feet of 6-inch pipe installed in 1967, Original Cost: \$1,097 ; Net Book Value: \$0 Asset No. 1205, 182 feet of 6-inch pipe installed in 1969, Original Cost: \$1,070 ; Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			0
FY 2016 Budget:	5,000	15,000	20,000
FY 2017 Budget:	15,000	265,000	280,000
FY 2018 Budget:	50,000	1,200,000	1,250,000
FY 2019 Budget:		300,000	300,000
FY 2020 and thereafter:			
Total Projected Amount:	70,000	1,780,000	1,850,000

Requesting Department: Engineering

Budget Item Number: 16-05

Capital Budget Request

Project or Equipment Information		
Title:	Pechstein Reservoir Rehabilitation	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and construction of repairs needed to the Pechstein Reservoir.	
Reason for Request:	<p>The Pechstein Reservoir is a 20 million gallon pre-stressed concrete reservoir constructed in 1978. The first phase will be to perform a detailed inspection and structural analysis of the tank and define the rehabilitation improvements necessary, which may include replacement of pre-stressing wires, seismic retrofit, new roof, and inlet/outlet piping upgrades. The analysis will also look at phasing components of the work to limit shut-down periods.</p>	
Asset Being Replaced (If Applicable):	<p>Partial Disposal of Asset No. 2232, Pechstein Reservoir 20 mg, Original Cost & Net Book Value: TBD*</p> <p>Partial Disposal of Asset No. 2233, Overflow Pipes, Original Cost & Net Book Value: TBD*</p> <p>Partial Disposal of Asset No. 2235, Fence and Guard Rails, Original Cost & Net Book Value: TBD*</p> <p>* Partial disposal amounts to be determined after the design has been completed.</p>	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			
FY 2016 Budget:			
FY 2017 Budget:			
FY 2018 Budget:			
FY 2019 Budget:	\$ -	\$ 175,000	\$ 175,000
FY 2020 and thereafter:	\$ -	\$ 2,825,000	\$ 2,825,000
Total Projected Amount:	\$ -	\$ 3,000,000	\$ 3,000,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information	
Title:	E43 Regulator Relocation and Upgrade <input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Relocate the E43 Regulator from the intersection of South Santa Fe and Postal Way to the intersection of South Santa Fe and Monte Vista Drive, including approximately 1,000 feet of 12-inch pipe.
Reason for Request:	The existing E43 valves and vault are in need of repair and currently located in an area that is difficult to access. Additionally, the installation of a larger regulator and piping is identified in the Master Plan to provide increased capacity to the 565 Zone.
Asset Being Replaced (If Applicable):	Asset No. 1613, E43S Regulating Station, Original Cost: \$10,211, Net Book Value: \$0

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2010 Budget:	\$ 15,000	\$ -	\$ 15,000
FY 2016 Budget:			
FY 2017 Budget:			
FY 2018 Budget:			
FY 2019 Budget:	\$ -	\$ 135,000	\$ 135,000
FY 2020 and thereafter:	\$ -	\$ 550,000	\$ 550,000
Total Projected Amount:	\$ 15,000	\$ 685,000	\$ 700,000

Requesting Department: Engineering

Budget Item Number: 10-02

Capital Budget Request

Project or Equipment Information		
Title:	Generator	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Trailer mounted, 320 kW three phase portable generator with a Tier 4 Final diesel engine.	
Reason for Request:	The existing portable generator was purchased in 2004 to provide emergency power to any of District's primary pump stations during power loss. In 2017, the generator's diesel engine had to be registered as a low use engine, limited to 80 hours or less of operation in a calendar year per the County of San Diego Air Pollution Control District and will have to be retired by the year 2020. Replacement of this generator will ensure power reliability to the primary pump stations that supply water to the District's highest pressure zones.	
Asset Being Replaced (If Applicable):	Asset No. 2948, Original Cost: \$105,437 ; Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:			0
FY 2019 Budget:	0	165,000	165,000
FY 2020 and thereafter:			0
Total Projected Amount:	0	165,000	165,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Vehicles (2)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	(1) Medium Duty Truck w/utility box, Class 3 (\$43,000) (1) Mini Pickup Truck, Class 1 (\$30,000)	
Reason for Request:	The medium duty truck was purchased 17 years ago and has over 100,000 miles. In addition, its utility bed is not outfitted for its current use. The mini pickup truck suffers from a rear main seal oil leak and has over 100,000 miles.	
Asset Being Replaced (If Applicable):	Asset No. 2780, Original Cost: \$20,945 ; Net Book Value: \$0 Asset No. 3122, Original Cost: \$16,878 ; Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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" value="0"/>	<input type="text" value="73,000"/>	<input type="text" value="73,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="73,000"/>	<input type="text" value="73,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Excavator	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Mini Hydraulic Excavator (5-ton) with a Tier 4 Final compliant diesel engine.	
Reason for Request:	Field Service crews routinely rent mini excavators to install and repair water mains when accessibility with a backhoe is not possible. Purchase of the mini excavator will improve District efficiencies and the ability to install and repair water mains. Staff recommends to trade in or auction off the District's 24-ton backhoe excavator purchased in 2000, which has overlapping capabilities with other District assets.	
Asset Being Replaced (If Applicable):	Asset No. 2668, Backhoe Excavator, Original Cost: \$123,901 ; Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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" value="0"/>	<input type="text" value="66,000"/>	<input type="text" value="66,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="66,000"/>	<input type="text" value="66,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Equipment trailers (2)	<input checked="" type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Two (2) 45,000 GVWR equipment trailers equipped with anti-lock air brakes.	
Reason for Request:	Purchased in 1998, Trailer No. T-5 has too low of a payload capacity (14,400 pounds) for the District's current needs. Also, the replacement components for the electric braking system are difficult to acquire. By purchasing two new equipment trailers, one will replace Trailer No. T-5 and the other will be used with the budgeted excavator.	
Asset Being Replaced (If Applicable):	Asset No. 2535, Trailer T-5, Original Cost: \$11,529 ; Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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" value="0"/>	<input type="text" value="50,000"/>	<input type="text" value="50,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="50,000"/>	<input type="text" value="50,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Hydraulic Breaker	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Hydraulic impact breaker for excavator.	
Reason for Request:	Construction and maintenance crews routinely have to demolish concrete thrust blocks and rocks while performing maintenance and mainline replacement activities. Currently, the District has to jackhammer or rent a hydraulic breaker to demolish thrust blocks or rocks. Purchasing this attachment would expedite mainline repair, save on rental costs and limit employees' exposure to respirable silica when jackhammering or breaking.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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" value="0"/>	<input type="text" value="22,000"/>	<input type="text" value="22,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="22,000"/>	<input type="text" value="22,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Hyper-Converged Compute and Storage system	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	This is a system that integrates computing, storage, networking, and virtualization resources in a single system. This system will host a majority of the District's data and computing power.	
Reason for Request:	Existing infrastructure is aging and due to its core functionality of hosting all critical District data, needs to be replaced. There will also be a significant increase in performance on this new platform due to changes in the technology.	
Asset Being Replaced (If Applicable):	Asset No. 3254, Original Cost: \$9,108 ; Net Book Value: \$0 Asset No. 3255, Original Cost: \$9,108 ; Net Book Value: \$0 Asset No. 3256, Original Cost: \$9,108 ; Net Book Value: \$0 Asset No. 3257, Original Cost: \$9,108 ; Net Book Value: \$0 Asset No. 3295, Original Cost: \$45,931 ; Net Book Value: \$5,178	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:			0
FY 2019 Budget:	0	95,000	95,000
FY 2020 and thereafter:			0
Total Projected Amount:	0	95,000	95,000

Requesting Department: Finance

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Color Laser Printer/Scanner (2)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Two Xerox color laser printer/scanners have been selected as replacement for two color laser printers and two black and white laser printers. The new color laser printer/scanners will provide lower maintenance costs and better quality prints.	
Reason for Request:	The two current color laser printers and two black and white laser printers in the Administration wing and the Engineering wing will be nearly 7 years old and show signs of quality degradation.	
Asset Being Replaced (If Applicable):	The two color laser printers and two black and white laser printers being replaced did not meet the capital threshold at the time of their purchase.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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" value="0"/>	<input type="text" value="15,000"/>	<input type="text" value="15,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="15,000"/>	<input type="text" value="15,000"/>

Requesting Department: Finance

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Flow Control Facility	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Replace 3 inch and 8 inch pressure reducing valves, lateral piping, vault and add telemetry.	
Reason for Request:	Both pressure reducing valves have been in service for over 30 years and have reached the end of their useful lives. Additionally, the vault roof and entry hatch are aged and also in need of replacement. Upgrading the regulators and vault to current District standards will reduce the overall depth of the vault, thus making it safer for employees to access and perform maintenance. The addition of telemetry will provide redundant pressure monitoring of the 637 and 486 zones and site security.	
Asset Being Replaced (If Applicable):	Partial Disposal of Asset No. 1272, Disposal Amount: 21,395 ; Net book value: 2,326	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:			0
FY 2019 Budget:	32,000	53,000	85,000
FY 2020 and thereafter:			0
Total Projected Amount:	32,000	53,000	85,000

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Regulator	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	12 inch pressure reducing valve with anti-cavitation trim at "H" reservoir.	
Reason for Request:	This pressure reducing valve has been in service for over 20 years. Extensive use and cavitation damage from high pressure differentials across the valve necessitate its replacement. Purchasing a new pressure reducing valve with anti-cavitation trim will protect against cavitation.	
Asset Being Replaced (If Applicable):	Partial Disposal of Asset No. 2544 ; Disposal Amount: \$6,500, Net book value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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" value="0"/>	<input type="text" value="21,000"/>	<input type="text" value="21,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="21,000"/>	<input type="text" value="21,000"/>

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Altitude and Seismic Valve Actuators	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Altitude valve and seismic valve control actuators at HP reservoir.	
Reason for Request:	The altitude valve and seismic valve actuators have been in service for over 20 years. Both units have had electro-mechanical issues and are antiquated by design and modern control standards.	
Asset Being Replaced (If Applicable):	Asset No. 2181, Original Cost \$12,320 ; Net book value: \$0 Asset No. 2224, Original Cost \$9,062 ; Net book value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:			0
FY 2019 Budget:	0	20,000	20,000
FY 2020 and thereafter:			0
Total Projected Amount:	0	20,000	20,000

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Tractor Mower	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Four-wheel drive tractor with front bucket and flail mower attachment.	
Reason for Request:	The District's current tractor mower is close to 20 years in age and suffers from low engine compression. It also leaks oil and power steering fluid.	
Asset Being Replaced (If Applicable):	Asset No. 2575, Original Cost: \$19,179 ; Net Book Value: \$0	

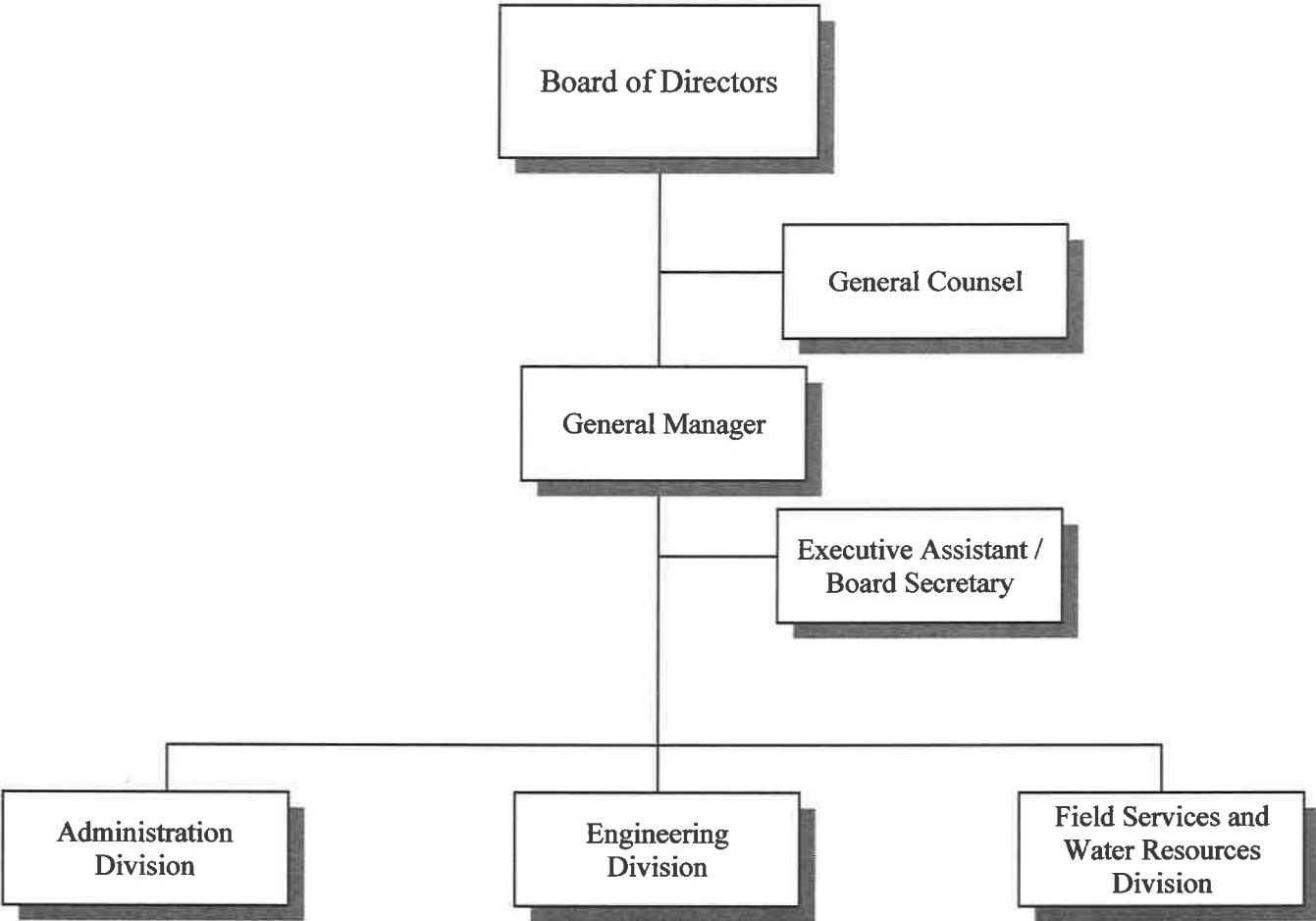
Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
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FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2019 Budget:	<input type="text" value="0"/>	<input type="text" value="36,000"/>	<input type="text" value="36,000"/>
FY 2020 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="36,000"/>	<input type="text" value="36,000"/>

Requesting Department: Water Resources

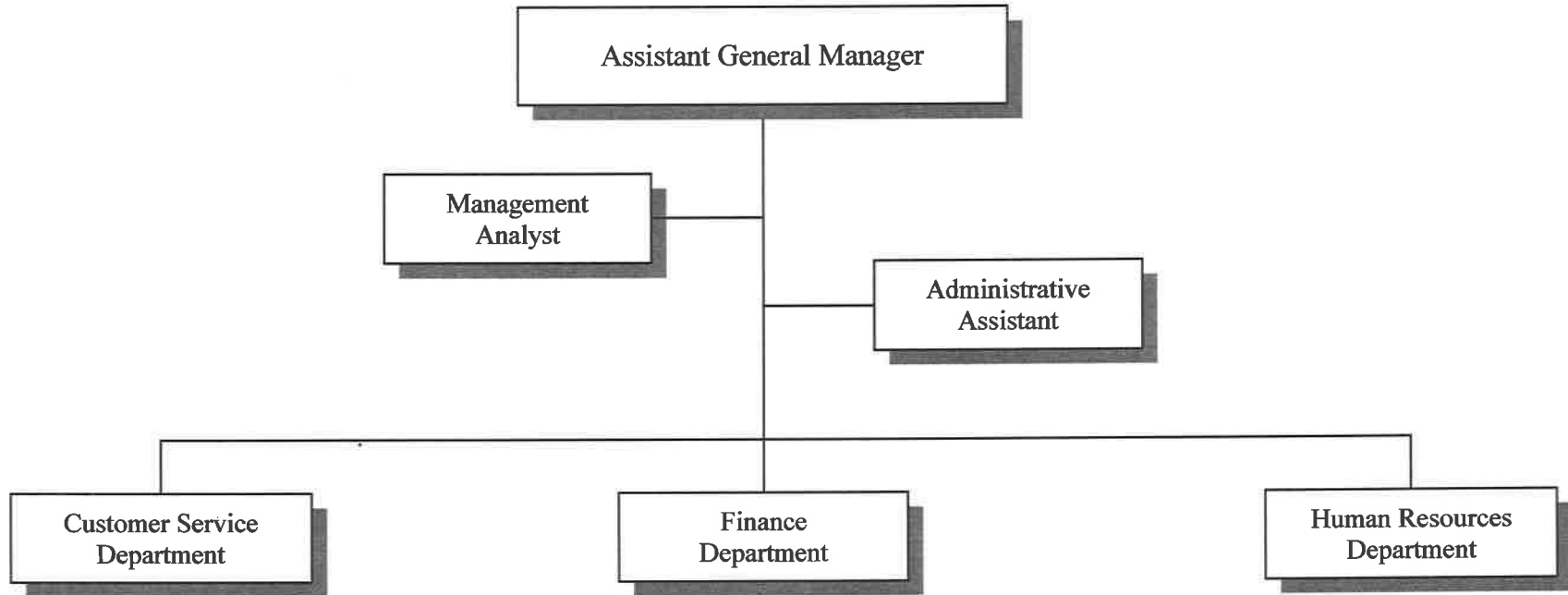
Budget Item Number: _____

Organization Charts

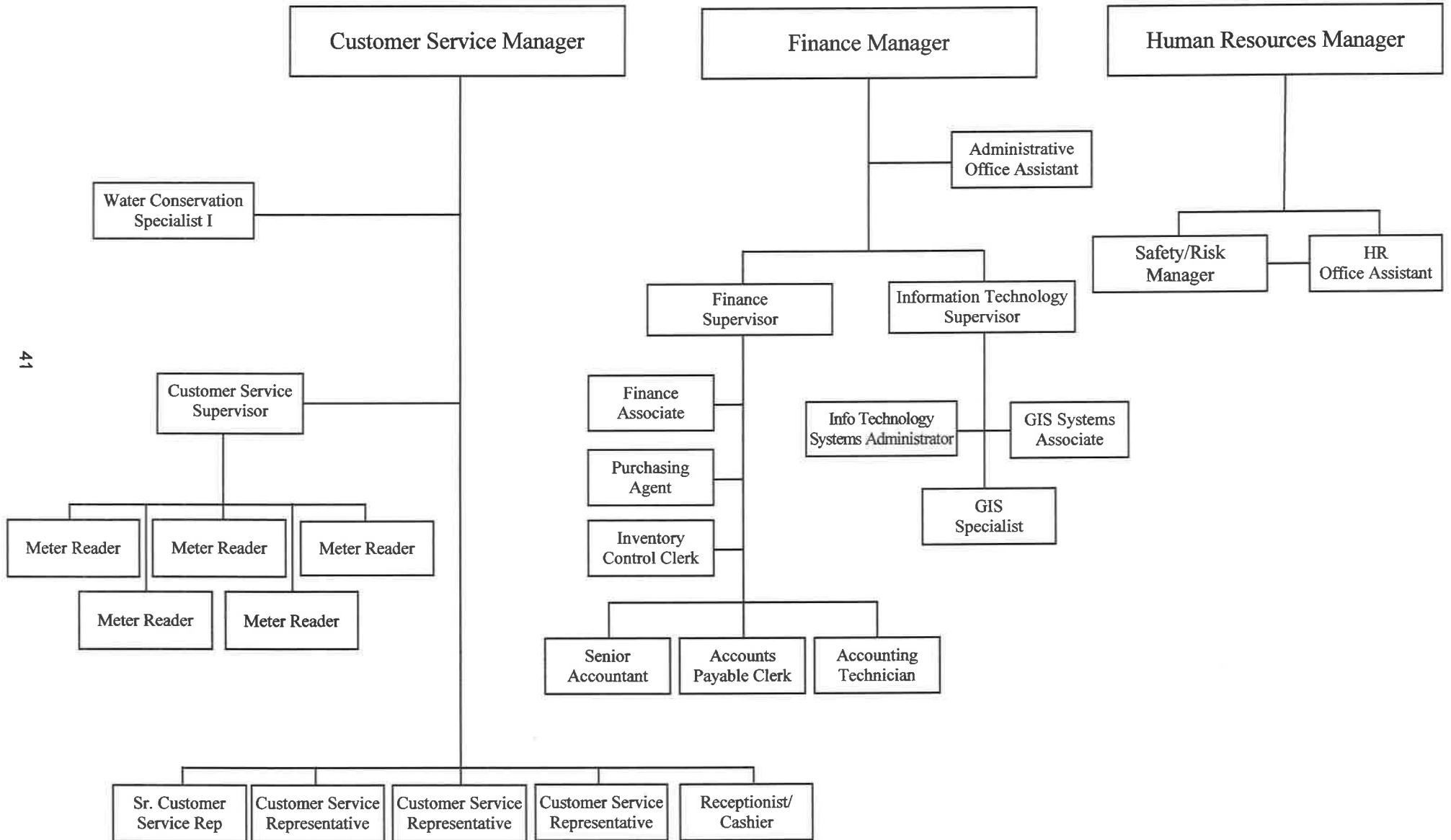
VID Divisions and Organization



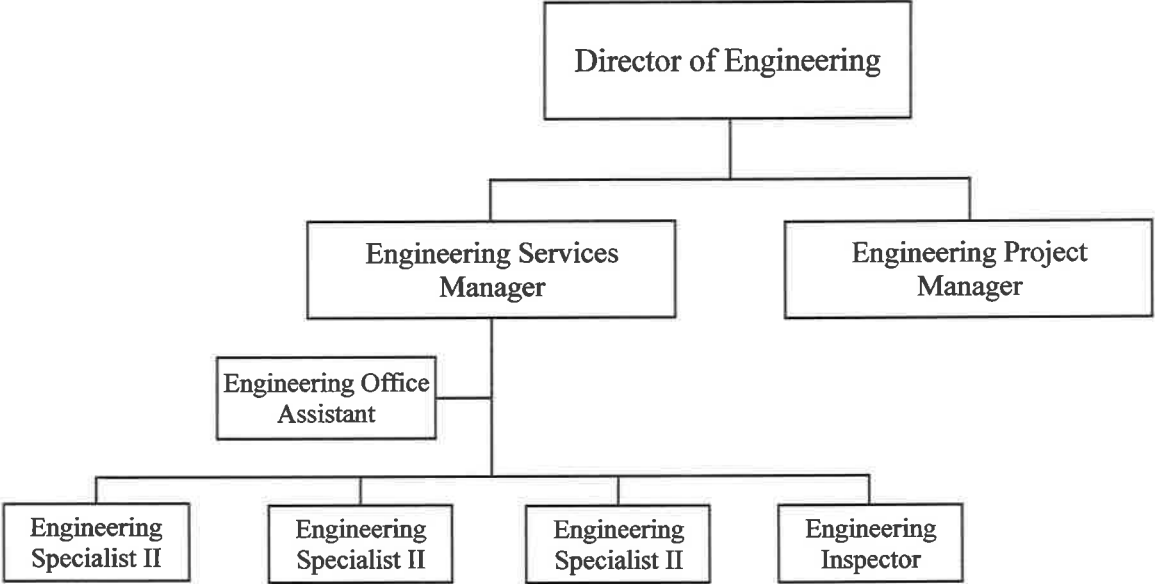
Administration Division



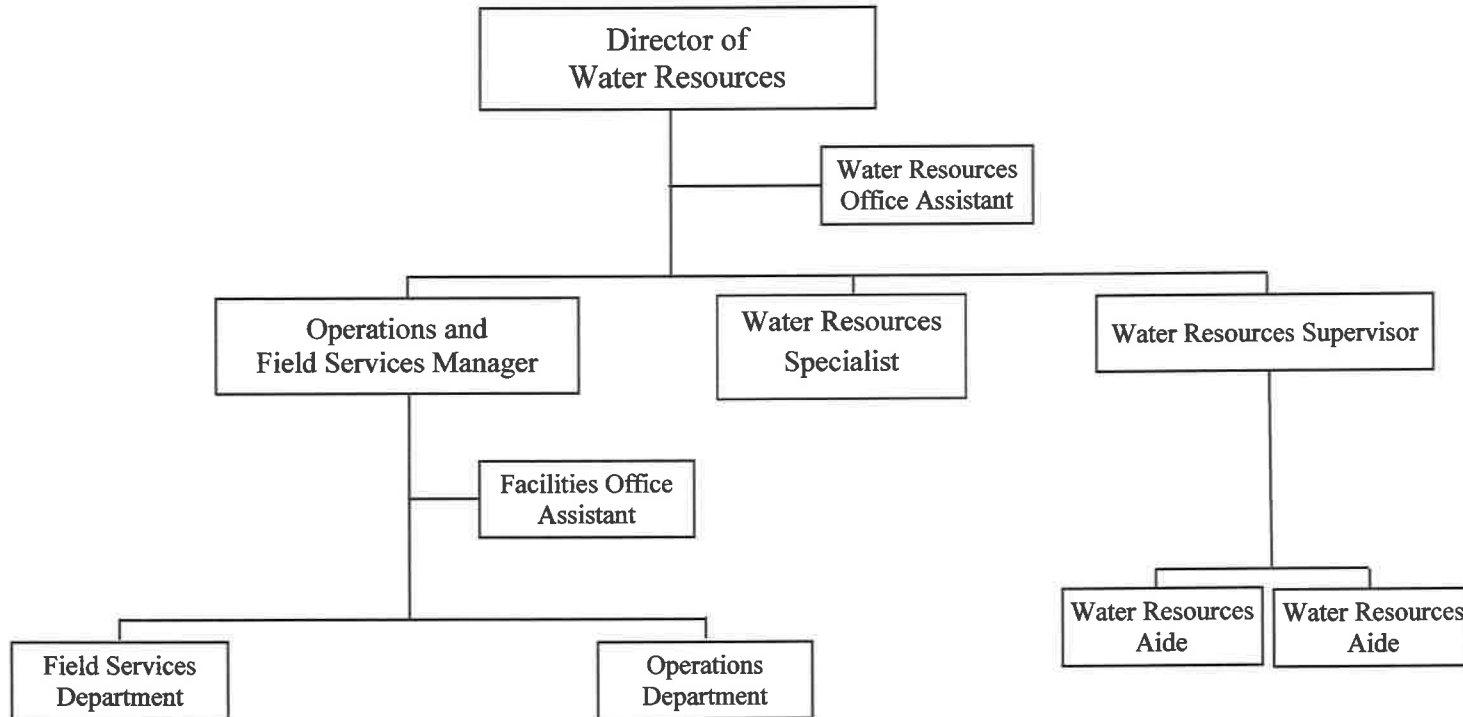
Customer Service, Finance, and Human Resources Departments



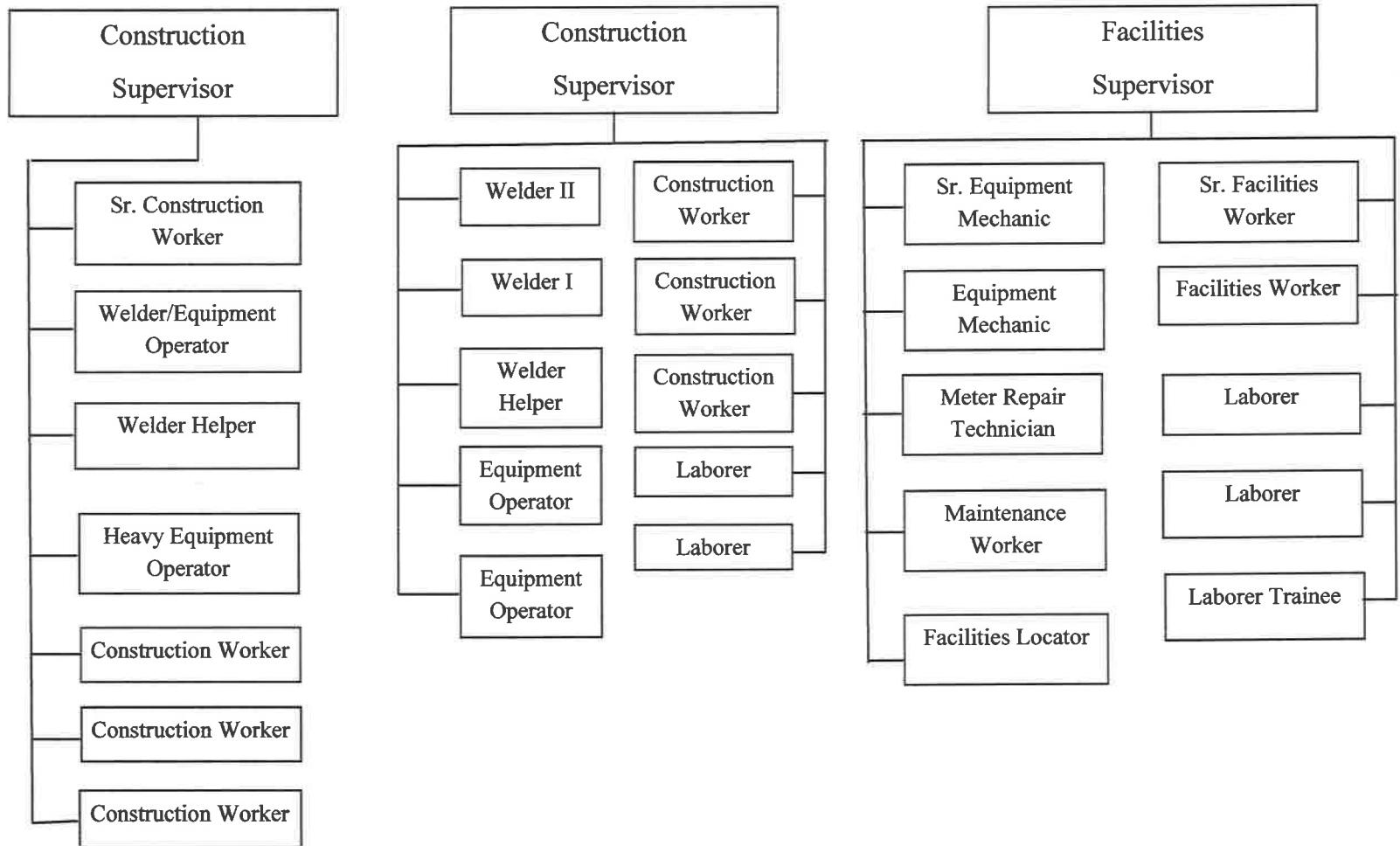
Engineering Division



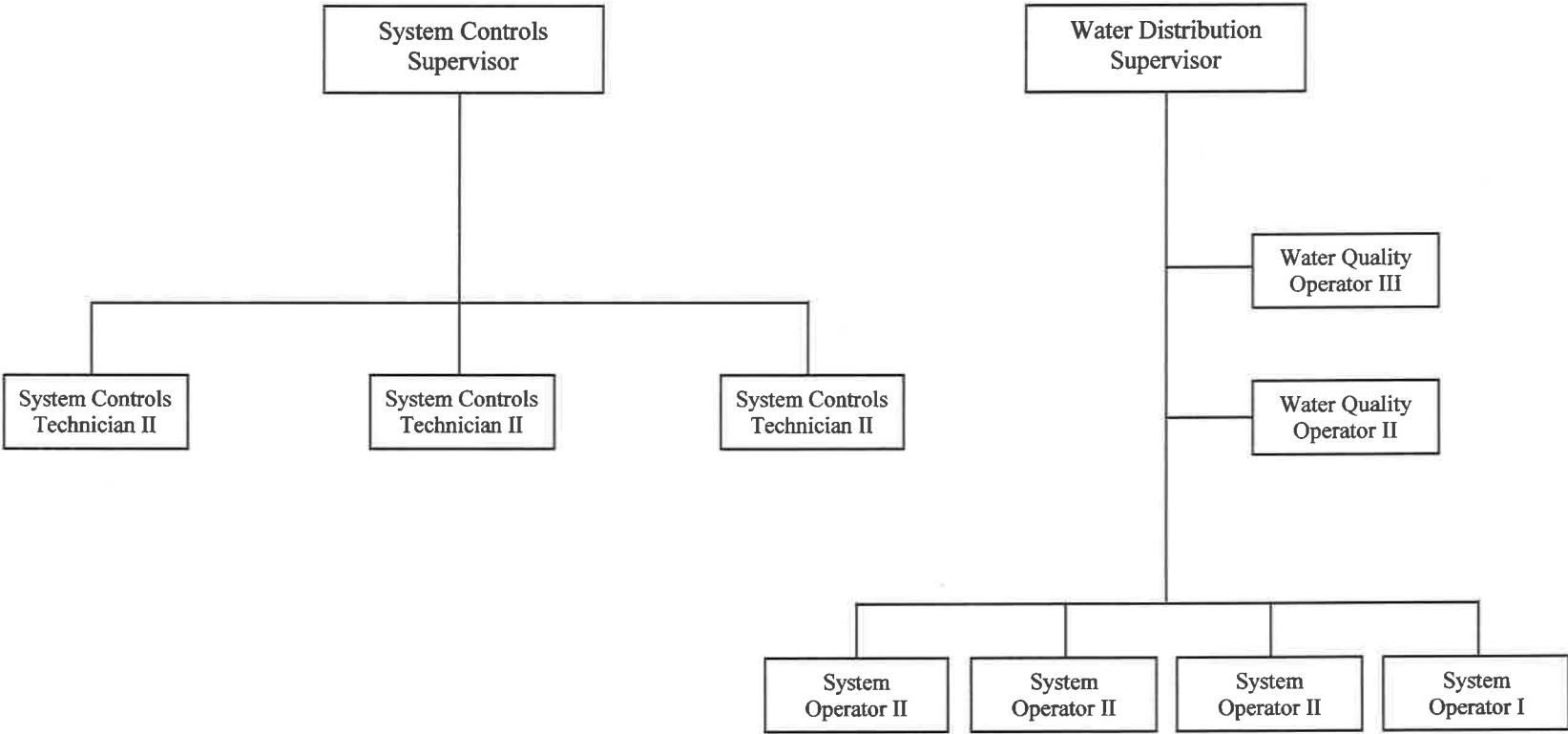
Field Services and Water Resources Division



Field Services Department

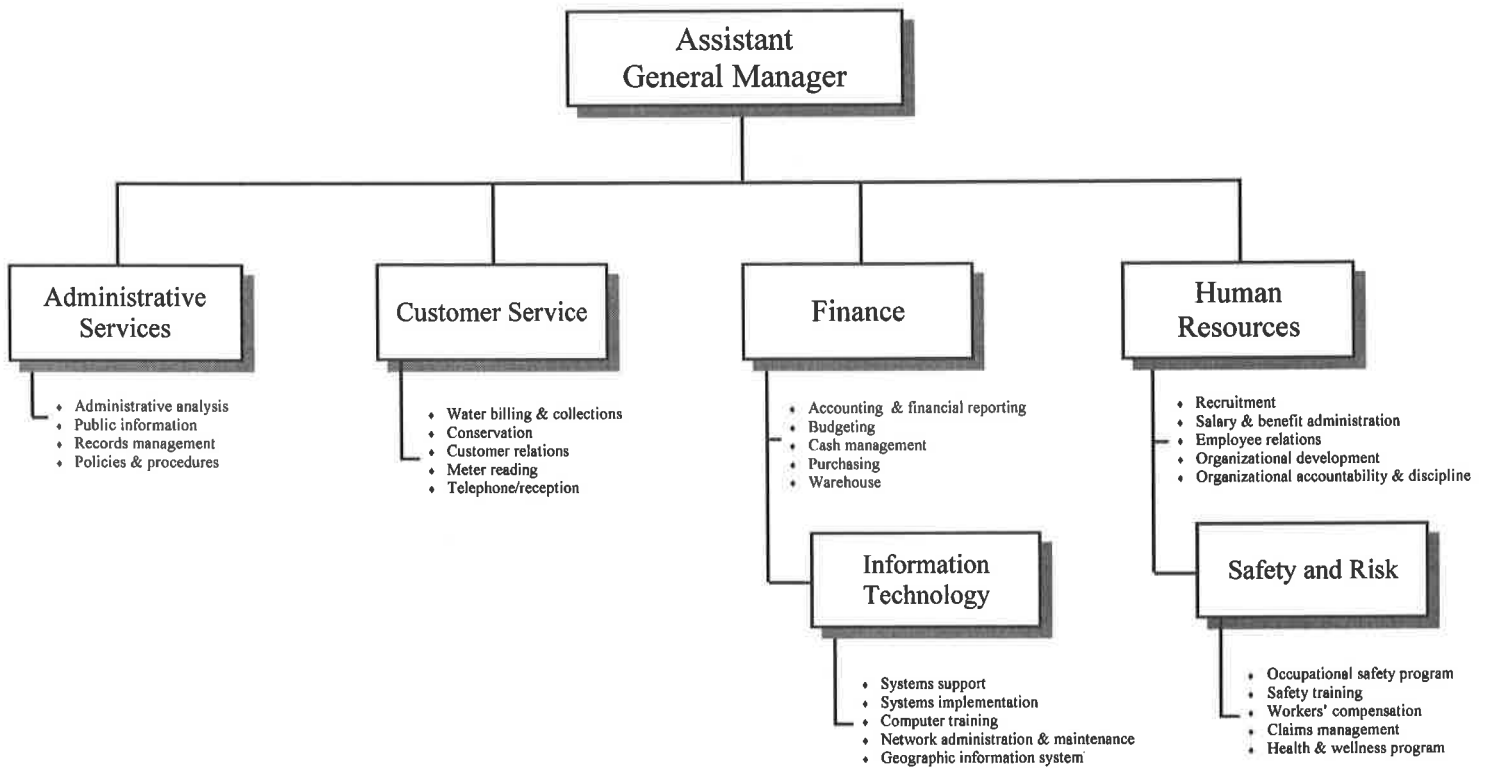


Operations Department



**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: 34

ADMINISTRATIVE SERVICES SECTION

Mission Statement

The mission of the Administrative Services Section 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 Section is the clearinghouse for all of the District's policies, procedures, rules and regulations. The Section 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 Section 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 DEPARTMENT

Mission Statement

The mission of the Customer Service Department 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 Department is the "Front Line" to the customer and the general public about District policies on water billing, payments and customer service. The Department 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 Department balances and prepares receipts and bank deposits. Department staff serves as receptionist and telephone operator for the District.

The Department 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 DEPARTMENT

Mission Statement

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

Description

The Finance Department 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 Department 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.

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 and coordinating the implementation of the District's Strategic Information Technology Plan. 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.

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. Moreover, Human Resources develops and monitors memorandums of agreement and develops and administers all District personnel policies and procedures.

SAFETY AND RISK MANAGEMENT SECTION

Mission Statement

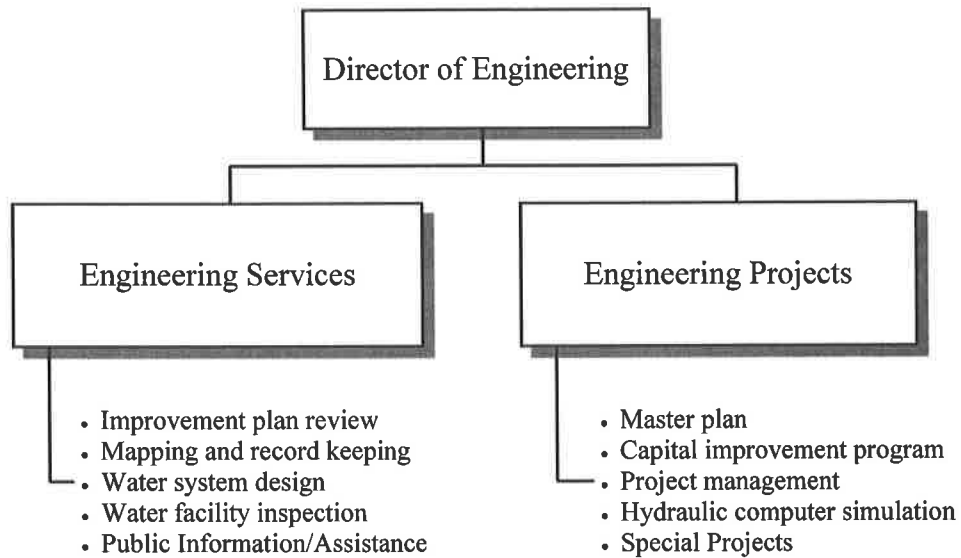
The mission of the Safety and Risk Management Section is to assist in the identification and prevention of events that cause harm to people, property or the environment.

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 SECTION

Mission Statement

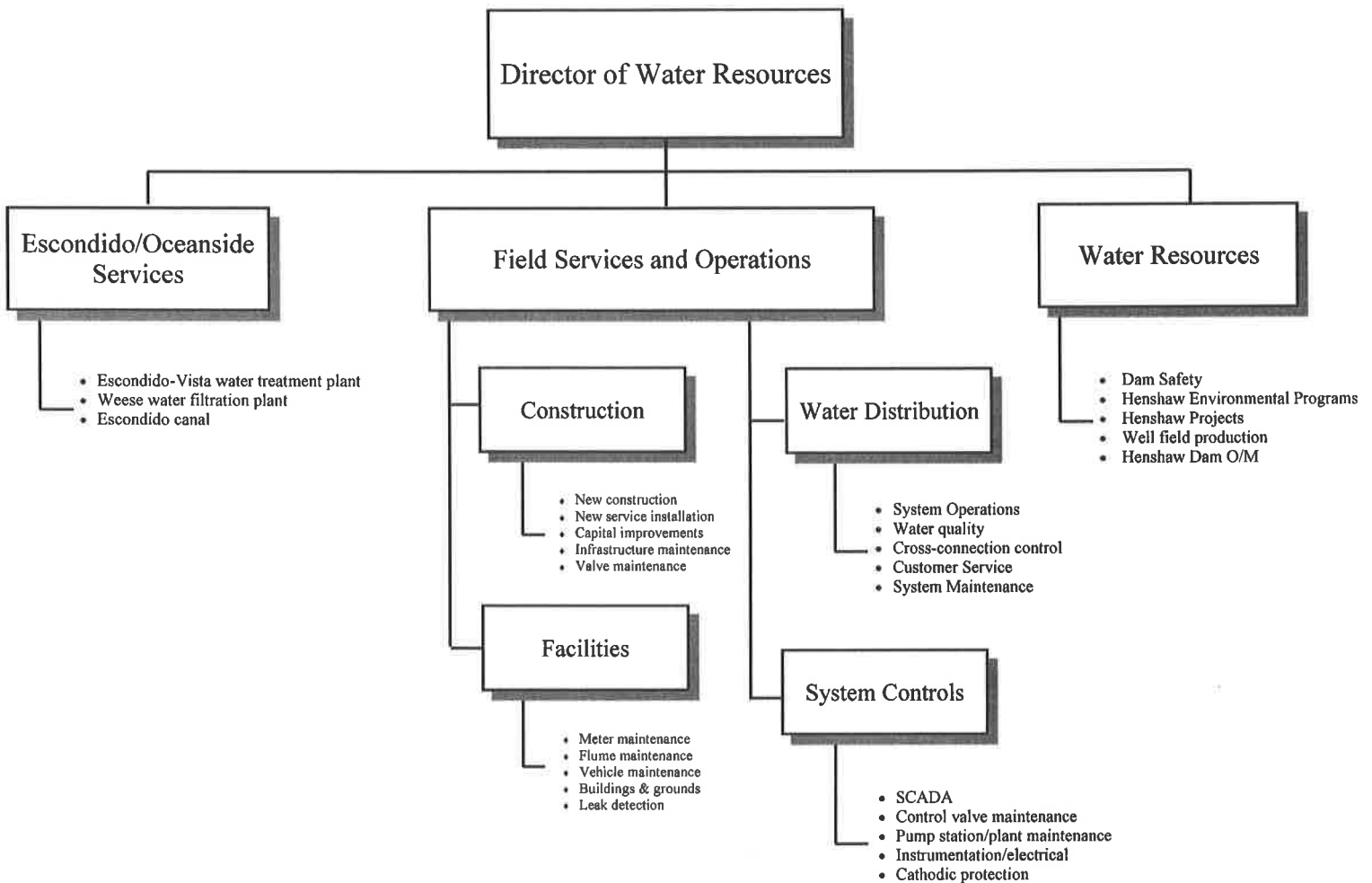
The mission of the Engineering Projects Section is to plan and coordinate the long and short-range water supply and facility needs of the District by developing a master plan of facilities and planning and implementing of a capital improvements program.

Description

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

FIELD SERVICES AND WATER RESOURCES DIVISION



Mission Statement

The mission of the Field Services and Water Resources 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; and to husband the resources of the Warner Ranch, including its watershed and aquifers, in a cost effective and environmentally responsible manner.

Number of Positions: 49

ESCONDIDO/OCEANSIDE SERVICES

Mission Statement

The District's mission in procuring the services of the City of Escondido is to convey local water from Lake Henshaw through the San Luis Rey River to the headworks of the Escondido/Vista Water Treatment Plant. The District's mission in procuring services from the cities of both Escondido and Oceanside is also to treat local and/or imported raw water supplies in an environmentally and economically responsible manner.

Description

The City of Escondido 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. 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. 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.

The City of Oceanside owns and operates the Robert A. Weese Filtration Plant which treats imported water from the San Diego County Water Authority (CWA). The District contracts with the City of Oceanside to treat raw water procured by the District from CWA facilities.

FIELD SERVICES AND OPERATIONS DEPARTMENT

Mission Statement

The mission of the Field Services and Operations Department is to manage, oversee, and support the Construction Section and Facilities Section, and also to distribute a safe, reliable potable water supply throughout the District's service area.

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 473 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.

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.

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 husband 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.



STAFF REPORT

Agenda Item: 10

Board Meeting Date: May 2, 2018
Prepared By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: DIRECTOR'S COMPENSATION AND EXPENSE REIMBURSEMENT POLICY

RECOMMENDATION: Discuss Vista Irrigation District Rules and Regulations sections 1.5.1 and 1.5.2 relating to Director's compensation and expense reimbursement.

PRIOR BOARD ACTION: On December 21, 2005, the Board amended the District's Rules and Regulations sections 1.5.1 and 1.5.2 relating to allowable occurrences for director's compensation and expense reimbursement. Since that time additional amendments have been made to both Rules and Regulations sections. The amendments changed the types of allowable occurrences eligible for director's compensation, added stationary supplies to the list of items eligible for expense reimbursement, adjusted the daily meal reimbursement and gratuity amounts, and clarified the policy allowing substitution of one director for another to avoid the loss prepaid expenses due to a cancellation by the first director.

FISCAL IMPACT: The fiscal impact will vary based on the number of allowable occurrences eligible for director's compensation and expense reimbursement.

SUMMARY: At its April 18, 2018 meeting, the Board requested that an item be added to the May 2, 2018 agenda to review and discuss the Director's compensation and expense reimbursement policy.

ATTACHMENT: Vista Irrigation District Rules and Regulations sections 1.5.1 and 1.5.2

1.5.1 Director's Compensation

Each member of the Board of Directors shall receive compensation of \$200 per day (per diem compensation) for each day's attendance at meetings of the Board or for each day's service rendered as a member of the Board by request of the Board, and for each day while reasonably engaged in travel time to attend authorized meetings, up to a maximum of ten (10) days in any calendar month.

(Last revision 5/13/15: Ordinance No. 15-01)

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

A. The following are occurrences for which per diem compensation is pre-approved for all directors:

- 1) Attendance at a meeting of the Board.
- 2) Attendance at a meeting of a standing or an ad hoc committee of the Board by members of that committee.
- 3) Attendance at new Director orientation meetings.

B. Per diem compensation and expense reimbursement is pre-approved for directors appointed to represent the District by the Board President, at meetings of water industry-related organizations including, but not limited to, joint powers boards, San Luis Rey Watershed Council, Upper San Luis Rey Watershed Authority, Groundwater Resources Association of California, Southern California Water Committee, and legislative water advisory meetings.

C. Per diem compensation and expense reimbursement is pre-approved for directors duly elected or appointed to serve on the governing board or committee of another governmental agency or association to which the District is a member, at official meetings of said governing boards or committees, including, but not limited to, the California Special Districts Association, Local Agency Formation Commission (LAFCO), LAFCO Special Districts Advisory Committee, and Association of California Water Agencies.

D. Prior authorization must be received from the Board in a public meeting in order to receive per diem compensation and expense reimbursement for attendance at functions that constitute the performance of official duties. If prior authorization is not possible due to circumstances such as late notification of an upcoming meeting or event, the Board may take action following the meeting or event to ratify a Director's attendance; and such ratification will serve as authority for that Director to receive per diem compensation and expense reimbursement for attendance at such function. Functions that constitute the performance of official duties include:

- 1) Attendance at conferences, seminars, training sessions, or educational activities, such as ethics training, harassment/sexual harassment training, continuing legal education seminars, and other events sponsored by professional organizations such as the Association of California Water Agencies, the California Special Districts Association, the Colorado River Water Users Association, the Water Education Foundation, and the Urban Water Institute.
- 2) Attendance at an official event sponsored by another governmental agency or association.

E. Attendance at meetings and events which are organized as meal functions such as the monthly Council of Water Utilities meetings and the quarterly California Special Districts Association, have been deemed non-per diem meetings by the Board except when serving as an officer of the organization. Mileage and expense reimbursement is permitted for attendance at these meetings with prior authorization of the Board in a public meeting.

F. For purposes of this section, attendance includes:

- 1) Physical presence at a meeting, event or occurrence listed in subsections A through D.
- 2) Participation by teleconference or webinar in a meeting listed in subsections A through C provided the duration is one hour or more.
- 3) Participation by teleconference or webinar in a meeting listed in subsection D provided the duration is one hour or more, and prior Board authorization has been received in a public meeting.
- 4) Participation in an approved home study or on-line ethics course or harassment/sexual harassment training, to meet the requirements of legally required Board training, when participation of the director has been pre-authorized by the Board in a public meeting.

G. Request for Per Diem Compensation

A director desiring compensation authorized by this section shall submit a claim for compensation on a form approved by the Board of Directors for this purpose within 60 days of the occurrence, except when a director desires to have such qualified compensation reported to PERS, which would require claim submittal by the 10th of the month following the performance of official duties in the preceding calendar month.

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

H. Reporting

A director who requests compensation for attendance at other than a meeting of the VID Board of Directors or its standing or ad hoc committees, shall provide a brief report of the meeting at the next regularly scheduled meeting of the Board.

(07/18/07: Minute Order No. 07-07-78)

1.5.2 Reimbursement of Expenses of Office

A. Members of the legislative body shall use government and group rates offered by a provider of transportation or lodging services for travel and lodging when available. (Government Code section 53232.2(e))

B. Directors may be reimbursed for actual and necessary expenses including travel, meals and lodging incurred in the performance of official duties that qualify for compensation under section 1.5.1 hereof.

- 1) Directors may be reimbursed for stationery supplies with the appropriate receipts.

(Last revision 9/3/08: Minute Order No. 08-09-110)

C. Conference or event lodging expenses shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board at the time of booking. If the group rate is not available, the director shall use comparable lodging consistent with the requirements of this subdivision.

(Last revision 9/3/08: Minute Order No. 08-09-110)

D. Transportation

Common carrier transportation shall be at the government, coach or a comparable rate. Ground transportation may not exceed the amount paid to directors for the total transportation costs of traveling by scheduled airlines to attend the same conference.

1) Air Transportation

The District will endeavor to purchase all airline tickets in advance, taking advantage of any and all available discounts and low airfares.

2) Automobile

(a) District Owned: Whenever practicable, and when auto travel is the preferred mode of transportation, the District will provide a vehicle to accommodate the trip. When this occurs, VID will reimburse the director for tolls, parking, gasoline and other maintenance that may be required during the course of use.

(b) Personal Auto: When a District vehicle is not available or practicable, directors may use their personal vehicle. The District will reimburse the director at the current rate/mile as established by the Internal Revenue Service, plus tolls and parking. Gasoline, collision and liability insurance, and maintenance will be provided by the director and is deemed covered in the rate/mileage reimbursement. Directors using personal vehicles on District business must maintain the automobile insurance coverage required by the State of California.

I Rental Cars: The District will provide a rental car when practicable; often in conjunction with another mode, i.e., air transportation or rail transportation. Such rental car shall be of a similar size and class as District owned cars, unless upgrades are offered at no additional cost to the District or more than one director will be sharing the rental car. The District, through its insurance carrier, provides insurance coverage for collision. The District does not reimburse for additional purchased insurance coverage.

3) Miscellaneous Transportation

Whenever practicable, bus, taxi, rail or shuttle transportation shall be used in lieu of or in conjunction with modes above.

E. If a spouse travels with a director, and expenses are pre-paid by the District for the spouse, those pre-paid expenses must be reimbursed to the District as soon as is practical upon the director's return or may be deducted from the director's expense reimbursement check.

F. Meal expenses and associated gratuities should be reasonable and moderate, taking into account community standards and the prevailing restaurant costs of the area. The maximum daily amount reimbursable for meals, including beverages, is \$85, plus service charges, room service fees and maximum 20% gratuities.

(Last revision 9/3/08: Minute Order No. 08-09-110)

G. Mileage reimbursement will not be allowed for attendance at local community events, including those organized by the Vista Business Park Association and the Vista Chamber of Commerce, or local events and activities organized by the District, such as the employee picnic and appreciation breakfast.

H. The following expenses are not reimbursable: alcoholic beverages, recreation or entertainment (except when such entertainment is part of a function of the event), laundry services and personal telephone calls in excess of one brief call per day.

I. Directors must submit a detailed statement for reimbursement on a form approved by the Board of Directors for this purpose, supported by vouchers and/or receipts for all expenditures greater than \$10 within 60 days after the expense was incurred. If a receipt is not provided or is lost, an explanation of the expenditure shall be included with the expense claim form.

J. If director expenses are prepaid by the District and are not used, the District will require reimbursement unless the reason for not attending is approved by the Board in a public meeting, or another Director attends in his or her place. If attendance is substituted by another Director, this attendance will require authorization (or ratification after the fact) by the Board in a public meeting.

(Last revision 9/2/09: Minute Order No. 09-09-126)

K. A Board member who requests reimbursement for expenses of attendance at a meeting other than a District Board meeting, standing or ad hoc committee meeting, shall provide a brief report of the meeting at the next regularly scheduled Board meeting.



Agenda Item: 11

STAFF REPORT

Board Meeting Date: May 2, 2018
Prepared By: Eldon Boone

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

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



STAFF REPORT

Agenda Item: 12.A

Board Meeting Date: May 2, 2018
Prepared By: Lisa Soto
Approved By: Eldon Boone

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

Board Meeting Date: May 2, 2018
Prepared By: Marian Schmidt
Approved By: Eldon Boone

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.

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
1	ACWA Spring Conference May 8-11, 2018 – Convention Center, Hyatt Regency, Sheraton Grand, Sacramento Registration deadline: 5/8/18	Dorey (A, H, R) MacKenzie (R) Vásquez (A, H, R) Miller (A,H,R) Sanchez (A, H, R)
2 *	Council of Water Utilities Meeting May 15, 2018 – 7:15 a.m., Hotel Karlan San Diego Reservation deadline: 5/10/18	Dorey
3 *	CSDA Quarterly Dinner Meeting May 17, 2018 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa Reservation deadline: 5/10/18	Dorey MacKenzie Vásquez
4	Special District Legislative Days (CSDA) May 22-23, 2018 – Sacramento Registration deadline: 5/22/18	MacKenzie (R)
5 *	Vista Historical Society Hall of Fame Luncheon May 26, 2018 – 11:30 a.m., Vista Valley Country Club Reservation deadline: 5/18/18	Dorey (R)
6	Prop. 26, Prop. 218, and Rate Setting (CSDA) May 30, 2018 – Santa Margarita Water District, Las Flores Registration deadline: 5/24/18	
7	Orange County Water Summit (Municipal Water District of Orange County) June 1, 2018 – Disney’s Grand Californian Hotel, Anaheim Registration deadline: 5/18/18	
8 *	Council of Water Utilities Meeting June 19, 2018 – 7:15 a.m., Hotel Karlan San Diego Reservation deadline: 6/14/18	
9	Headwaters Tour (Water Education Foundation) June 28-29, 2018 – Rancho Cordova (GEI Consultants) Reservation deadline: 6/14/18	
10	Special District Leadership Academy (CSDA) July 8-11, 2018 – Embassy Suites Napa Valley, Napa Registration deadline: 6/8/18	
11 *	Council of Water Utilities Meeting July 17, 2018 – 7:15 a.m., Hotel Karlan San Diego Reservation deadline: 7/12/18	
12 *	CSDA Quarterly Dinner Meeting Aug. 16, 2018 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa Reservation deadline: 8/9/18	

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
13 *	Council of Water Utilities Meeting <i>Aug. 21, 2018 – 7:15 a.m., Hotel Karlan San Diego</i> <i>Reservation deadline: 8/16/18</i>	
14	Urban Water Institute’s Annual Water Conference <i>Aug. 22-24, 2018 – Hilton San Diego Resort</i> <i>Registration deadline: 8/8/18</i>	
15 *	Council of Water Utilities Meeting <i>Sept. 18, 2018 – 7:15 a.m., Hotel Karlan San Diego</i> <i>Reservation deadline: 9/13/18</i>	
16	Governance Foundations – Module 1 (CSDA Special District Leadership Academy) <i>Sept. 24, 2018 – Renaissance Indian Wells Resort</i> <i>Registration deadline: 9/13/18</i>	
17	CSDA Annual Conference <i>Sept. 24-27, 2018 – Renaissance Resort -Palm Springs</i> <i>Registration deadline: TBD</i>	
18	First Annual Western Groundwater Congress (GRA) <i>Sept. 25-27, 2018 – Double Tree by Hilton, Sacramento</i> <i>Registration deadline: TBD</i>	
19	Northern California Tour (Water Education Foundation) <i>Oct. 10-12, 2018 – Sacramento International Airport</i> <i>Reservation deadline: 9/26/18</i>	
20 *	Council of Water Utilities Meeting <i>Oct. 16, 2018 – 7:15 a.m., Hotel Karlan San Diego</i> <i>Reservation deadline: 10/11/18</i>	
21	Legislative Round-Up Webinar (CSDA) <i>Nov. 1, 2018 – 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 10/25/18</i>	
22	San Joaquin River Restoration Tour (Water Education Foundation) <i>Nov. 7-8, 2018 – Fresno</i> <i>Reservation deadline: 10/24/18</i>	
23	AB 1234 Ethics Compliance Training Webinar (CSDA) <i>Nov. 13, 2018 – 10:00 a.m. -12:00 p.m.</i> <i>Registration deadline: 10/25/18</i>	
24 *	CSDA Quarterly Dinner Meeting <i>Nov. 15, 2018 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/8/18</i>	
25	ACWA Fall Conference <i>Nov. 27-30, 2018 – San Diego</i> <i>Registration deadline: TBD</i>	
26	Colorado River Water Users Association (CRWUA) <i>Dec. 12-14, 2018 – Las Vegas – Hotel TBD</i> <i>Registration deadline: TBD</i>	

* Non-per diem meeting except when serving as an officer of the organization

The following abbreviations indicate arrangements that have been made by staff:

A=Airline; R=Registration; C=Car; H=Hotel; T=Tentative



STAFF REPORT

Board Meeting Date: May 2, 2018
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:

- Headquarters painting proposals
- San Pasqual Undergrounding Project design proposals
- Puerta La Cruz Conservation Camp lease



Agenda Item: 14

STAFF REPORT

Board Meeting Date: May 2, 2018
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: 15

STAFF REPORT

Board Meeting Date: May 2, 2018
Prepared By: Eldon Boone

SUBJECT: COMMENTS BY GENERAL COUNSEL

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



Agenda Item: 16

STAFF REPORT

Board Meeting Date: May 2, 2018
Prepared By: Eldon Boone

SUBJECT: COMMENTS BY GENERAL MANAGER

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



STAFF REPORT

Board Meeting Date: May 2, 2018
Prepared By: Eldon Boone

SUBJECT: CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

SUMMARY: Discussion concerning real property transactions in compliance with Government Code section 54956.8 regarding:

Property: Vista Irrigation District property located at the northwest corner of Engineer Street and Pipeline Drive in Vista, CA 92081 (APN 219-532-22)

Agency Negotiators: Eldon Boone and Brian Smith

Negotiating Party: Public generally

Under Negotiation: Price and terms

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

A REGULAR MEETING OF THE BOARD OF DIRECTORS OF VISTA IRRIGATION DISTRICT, HELD ON MAY 2, 2018, WAS ADJOURNED UNTIL 8:30 AM, MAY 16, 2018, AT THE OFFICE OF THE VISTA IRRIGATION DISTRICT, 1391 ENGINEER STREET, VISTA, CALIFORNIA.

* * * * *

AFFIDAVIT OF POSTING ORDER OF ADJOURNMENT OF MEETING

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Lisa R. Soto, hereby certify that I am the duly appointed, qualified Secretary of the Board of Directors of Vista Irrigation District; that the foregoing is duly noted in the Minutes of said Regular Meeting of the Board of Directors of Vista Irrigation District; that said Regular Board Meeting was ordered adjourned to the time and place above specified; and that I posted a copy of this order of adjournment near the public entrance to the Board Room at the offices of the District.



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

POSTED: May 2, 2018