

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

July 18, 2018

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, July 18, 2018, at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

President Dorey called the meeting to order at 8:32 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; Randy Whitmann, Director of Engineering; Frank Wolinski, Operations and Field Services Manager; Sherry Thorpe, Safety & Risk Manager; Darin Schuck, System Operator II; Dean Farris, Water Distribution Supervisor; Marlene Kelleher, Finance Manager; and Marian Schmidt, Administrative Assistant.

Other attendees: Peter Kuchinsky, Lead Risk Management Advisor for the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA).

3. PLEDGE OF ALLEGIANCE

Director Miller led the pledge of allegiance.

4. APPROVAL OF AGENDA

18-07-70 *Upon motion by Director Vásquez, seconded by Director MacKenzie, and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the agenda as presented.*

5. PUBLIC COMMENT TIME

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

6. CONSENT CALENDAR

18-07-71 *Upon motion by Director Mackenzie, seconded by Director Vásquez, and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 18-20 approving disbursements.*

A. Grant of Right of Way

See staff report attached hereto. Staff recommended and the Board accepted Grant of Right of Way (R48) for a specific easement over a single-family residential property consisting of approximately 0.63 gross acres owned by John and Alexandra Ricketts, located at 1906 Alta Vista Drive, Vista (LN 2018-015; APN 180-020-18; DIV NO 3).

B. Acceptance of water system

See staff report attached hereto. Staff recommended and the Board accepted the water system for a 45-lot single-family residential subdivision, known as Quintessa, consisting of approximately 35.01 gross acres owned by Meritage Homes of California, located off Buena Creek Road, Vista (I-3067; LN 2014-035; APNs 184-310-01 thru 50; DIV NO 5).

C. Fiscal year 2018 capital outlay carryover

See staff report attached hereto. Staff recommended and the Board approved the capital outlay carryover for fiscal year 2018.

D. Minutes of Board of Directors meeting on July 5, 2018

The minutes of July 5, 2018 were approved as presented.

E. Resolution ratifying check disbursements

RESOLUTION NO. 18-20

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 59236 through 59362 drawn on Union Bank totaling \$332,015.89.

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 18th day of July 2018.

7. SAFETY AWARDS PROGRAM

See staff report attached hereto.

General Manager Eldon Boone stated that the semi-annual H. R. LaBounty Safety Awards are sponsored by the ACWA JPIA, and they were recently presented at the Spring ACWA Conference in Sacramento. Operations and Field Services Manager Frank Wolinski said that two District employees, Darin Schuck, System Operator II, and Jason Patterson, System Controls Technician II, received awards for their ideas which were implemented to promote safety at the District. Through the use of a PowerPoint Presentation (attached hereto as Exhibit A) Mr. Wolinski presented an overview of the award winning ideas developed by Messrs. Schuck and Patterson, and he provided clarifications as needed. Mr. Peter Kuchinsky, the Lead Risk Management Advisor for ACWA JPIA, spoke about the safety awards program and described the benefits of the program to its members which includes sharing of ideas such as these.

It was noted that Mr. Patterson, who redesigned the pilot control system for the pressure reducing valves at the District's "C" Reservoir, has since accepted a position with another agency and is no longer with the District. Mr. Kuchinsky thanked Mr. Schuck for his procedure for conducting post-accident investigations involving hit fire hydrants, adding that he would like Mr. Schuck to present this procedure at an upcoming professional development conference. Mr. Kuchinsky stated that this award includes a monetary recognition for the employee, to which Mr. Schuck responded with thanks to ACWA JPIA, adding that he donated his award to the San Diego Food Bank.

The Board commended the employees' good efforts and ingenuity for the safety and benefit of the District and its employees. Mr. Kuchinsky, Sherry Thorpe, Darin Schuck, and Dean Farris all left the meeting after this item.

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

See staff report attached hereto.

Director Miller reported on the recent San Diego County Water Authority (Water Authority) board workshop he attended which focused on future water issues for the region including infrastructure, water supplies, legislative, the Colorado River, the Bay Delta, and other ongoing issues and activities. He also reported on the most recent Water Authority Board meeting where general business was conducted regarding some consultant agreements and a request for bids on an upcoming pipeline relining project.

Mr. Boone informed the Board that the District applied for a grant from Metropolitan Water District for \$50,000 to help fund the District's Warner basin groundwater study. Mr. Boone stated that there was a recent Member Agencies Managers Only meeting, which Assistant General Manager Brett Hodgkiss attended in Mr. Boone's place due to a scheduling conflict on Mr. Boone's part. Mr. Hodgkiss said that there was nothing significant to report from this meeting.

Randy Whitmann, Don Smith, and Marlene Kelleher left the meeting at this time.

9. MEETINGS AND EVENTS

See staff report attached hereto.

Director Sanchez stated that he would be absent for the September 5 Board meeting. Director Miller stated that he would be absent for the August 1 Board meeting.

Director MacKenzie reported on her attendance at a meeting of the San Diego Chapter, California Special Districts Association (CSDA) Executive Committee, where topics discussed included the quarterly financials, the quarterly newsletter, and the upcoming quarterly meeting on August 16.

President Dorey reported on his attendance at the recent meeting of the Council of Water Utilities (COWU) where a presentation was made by Brandi Turner of San Diego Gas and Electric regarding "Building a Better Energy Efficient Future".

Director Vásquez requested authorization to attend the CSDA Quarterly meeting on August 16 in Kearny Mesa. Director MacKenzie requested authorization to participate in the Legislative Round-up webinar on November 1, and to attend the CSDA Quarterly meeting on November 15. Director Miller requested authorization to attend the Colorado River Water Users Association Conference in Las Vegas December 12-14, and the ACWA Fall Conference in San Diego November 27-30. Director Miller said

that he would make a final decision about attending these two events at a later date. President Dorey requested authorization to attend the COWU meeting on August 21.

18-07-72 *Upon motion by Director Sanchez, seconded by Director MacKenzie and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized Directors Vásquez and MacKenzie to attend the CSDA Quarterly meetings in Kearny Mesa on August 16 and November 15, respectively; Director MacKenzie to participate in the Legislative Round-up webinar on November 1; Director Miller to attend the ACWA Fall Conference in San Diego November 27-30, and the Colorado River Water Users Association Conference in Las Vegas, December 12-14; and President Dorey to attend COWU on August 21.*

10. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

Mr. Boone commented that recent Board agendas have been light, and will likely continue to be light throughout the summer. He stated that until the contract for the design of the San Pasqual Undergrounding Project (Project) is executed by the City of Escondido (Escondido) there is no new information to add to the previous month's report on the matter. He said that staff will continue to report on minor developments under the "General Manager's Comments" agenda item until there is something substantial to place on the agenda. Director MacKenzie requested that staff inquire with Escondido as to whether any grant funding opportunities have been researched for the Project.

Mr. Boone reported that there was a meeting the previous day with Judge Wanger and representatives from the Water Authority and the San Luis Rey Indian Water Rights Settlement Parties (Settlement Parties) regarding the request by the Water Authority for arbitration concerning its supplemental water deliveries to the Settlement Parties.

Director Sanchez requested an update within the next few months regarding the District's Water Supply Planning Study which is currently underway. Director MacKenzie requested a future update regarding the groundwater study at Lake Henshaw.

11. COMMENTS BY DIRECTORS

Director Sanchez asked about the new regional Landscape Transformation Program offering rebates funded by the Water Authority and the Metropolitan Water District. Mr. Hodgkiss stated that the program is available to District customers interested in replacing their lawns with WaterSmart landscaping. He noted that detailed information about the program is available on the District's website.

President Dorey stated that he recently attempted to access on his mobile device the website operated by the District's solar provider to display information regarding the District's solar energy production. He noted that for him, the site didn't work. Upon brief discussion about the issue, it was noted that the site appears to be functional from a desktop computer, and that perhaps the problem could be compatibility with mobile devices. Mr. Hodgkiss said that he would investigate the matter and report back his findings. Director MacKenzie inquired about the accuracy of the billing received from the solar company. Mr. Boone responded that the billing is based on a flat rate; and additionally, he believes staff verifies the meter reads intermittently.

President Dorey commented that he was recently assisting a customer from another local water agency to understand her water bill. To aid in the discussion, he pulled information from the District's

website regarding rates and billing. He said he was proud to see that the information was easy to find, and it was clear, concise, and simple to understand. He commended staff for its work on the website.

12. COMMENTS BY GENERAL MANAGER

Mr. Boone wished Director Sanchez a happy birthday at the end of the month.

Mr. Hodgkiss reported that the purchase and sale agreement with Pacific Reclamation LLC for the District property on Pipeline Drive has been executed. He said that escrow opened on June 26, and the initial 90-day due diligence period is currently underway. He also stated that the buyer has submitted a project application with the City of Vista and a notice of the application has been posted on the property.

A brief break was taken from 10:22 a.m. to 10:36 a.m. Upon return from break, only Mr. Boone was present in the boardroom with the Board.

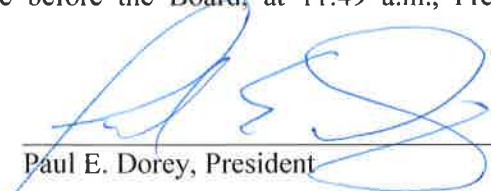
13. CLOSED SESSION TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION—GENERAL MANAGER

President Dorey adjourned the meeting to closed session at 10:36 a.m. to conduct a performance evaluation of the General Manager, pursuant to Government Code section 54957.

The meeting reconvened in open session at 11:49 p.m. President Dorey declared that no reportable action had been taken.


14. ADJOURNMENT

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



Paul E. Dorey, President

ATTEST:



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



STAFF REPORT

Agenda Item: 6.A

Board Meeting Date:	July 18, 2018
Prepared By:	Al Ducusin
Reviewed By:	Randy Whitmann
Approved By:	Eldon Boone

SUBJECT: GRANT OF RIGHT OF WAY

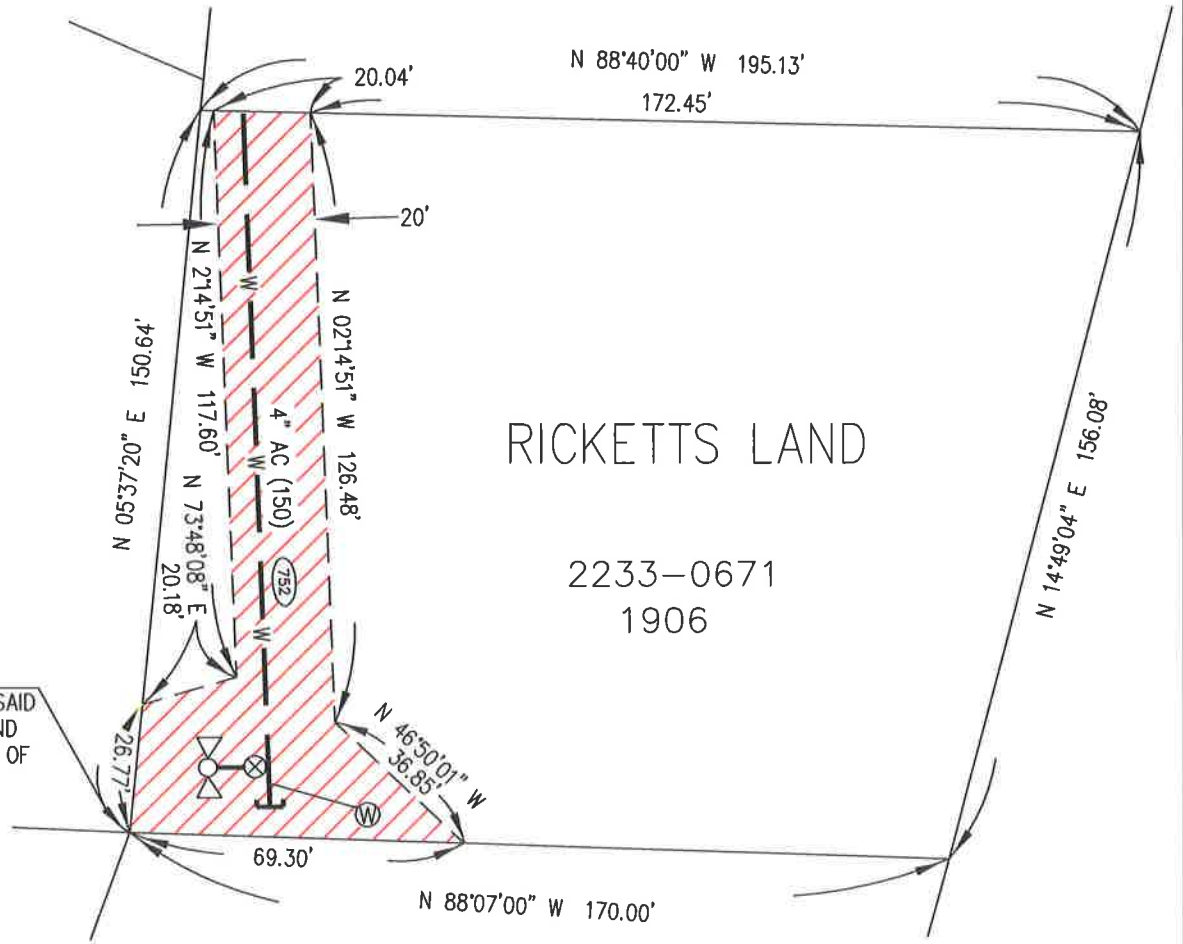
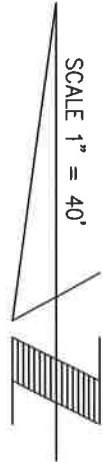
RECOMMENDATION: Accept Grant of Right of Way (R48) for a specific easement over a single-family residential property consisting of approximately 0.63 gross acres owned by John and Alexandra Ricketts, located at 1906 Alta Vista Drive, Vista (LN 2018-015; APN 180-020-18; DIV NO 3).

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: The owners are in the process of building a second dwelling on their property. The District currently has Blanket Easement (BV140) encumbering this property. The acceptance of Grant of Right of Way (R48) will allow the District to secure a dedicated specific easement over an existing 4" water main, fire-hydrant, and meter encumbered on Assessor Parcel Number (APN) 180-020-18.

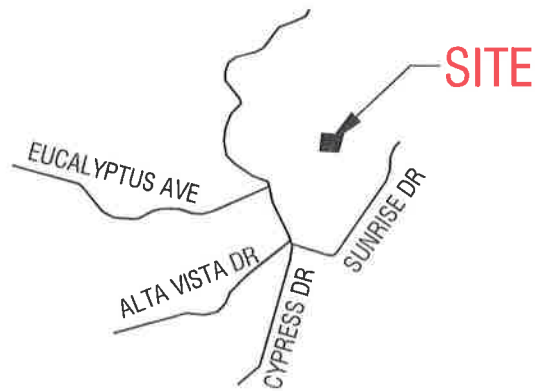
ATTACHMENT: Map



T.P.O.B.
MOST EASTERLY CORNER OF SAID
PARCEL 1 OF LOGAN LAND AND
THE MOST WESTERLY CORNER OF
OF RICKETTS LAND



EASEMENT GRANTED TO VISTA IRRIGATION DISTRICT



VICINITY MAP
NO SCALE

**VISTA IRRIGATION DISTRICT
GRANT OF RIGHT OF WAY
NO. R48**

APN	180-020-18	T.B.	1108-D5
SCALE	1"=40'	L.N.	2018-015
APPD. BY	<i>JV</i>	DATE	<i>6/29/18</i>
DRAWN BY	J.VITTACHI	DATE	6/27/18
SHEET	1 OF 1	MAP	G11
REVISED:	6/27/18	Jay Vittachi	
PATH:			



STAFF REPORT

Agenda Item: 6.B

Board Meeting Date:	July 18, 2018
Prepared By:	Al Ducusin
Reviewed By:	Randy Whitmann
Approved By:	Eldon Boone

SUBJECT: ACCEPTANCE OF WATER SYSTEM

RECOMMENDATION: Accept this water system for a 45-lot single-family residential subdivision, known as Quintessa, consisting of approximately 35.01 gross acres owned by Meritage Homes of California, located off Buena Creek Road, Vista (I-3067; LN 2014-035; APNs 184-310-01 thru 50; DIV NO 5).

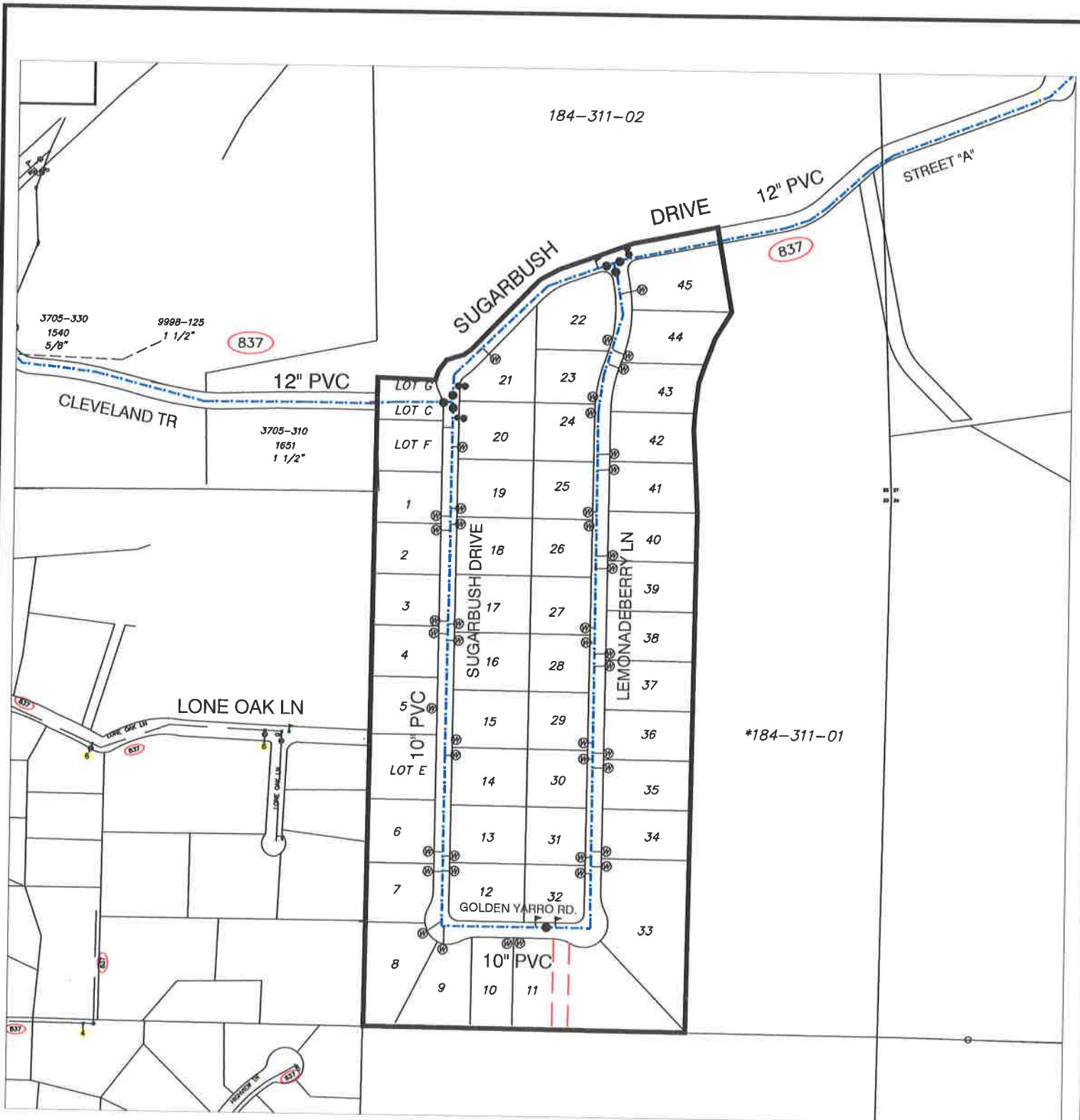
PRIOR BOARD ACTION: The Board approved Exception Parcel EP-7 on December 15, 1993; accepted Grant of Right of Way Nos C134, C135, G59, L48 and approved the waterline project on January 6, 2016; and approved Imported Water Entitlement and cancellation of a portion of Exception Parcel EP-7 on March 1, 2017.

FISCAL IMPACT: None.

SUMMARY: The water system is ready for acceptance by the Board which will allow the Notice of Acceptance to be filed with the County Recorder.

DETAILED REPORT: All work required by the construction contract (I-3067) has been completed. Under District inspection, the developer's contractor installed approximately 5,067 feet of 12" waterline, 3,288 feet of 10" waterline, 45 1" domestic service laterals, one 2" irrigation service lateral, 11 fire hydrants and made the necessary connections. This project will be completed with the filing of the Notice of Acceptance.

ATTACHMENT: Map



184-311-02

837

837

12" PVC

DRIVE

12" PVC

STREET "A"

3705-330
1540
5/8"

9988-125
1 1/2"

CLEVELAND TR

3705-310
1651
1 1/2"

LOT B

LOT C

LOT F

5

LOT E

10" PVC

SUGARBUSH DRIVE

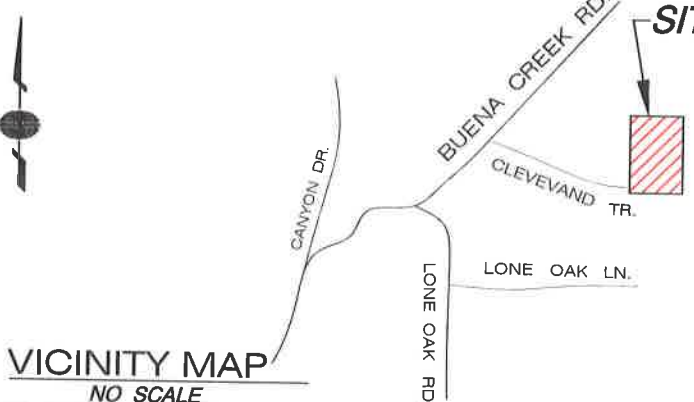
LEMONADEBERRY LN

GOLDEN YARRO RD.

LONE OAK LN

LONE OAK LN

*184-311-01



VICINITY MAP
NO SCALE

SITE

VISTA IRRIGATION DISTRICT

QUINTESSA PROJECT ACCEPTANCE

APN	184-310-01 THRU 50	T.B.	1108-D2
SCALE	NO SCALE	L.N.	2014-035
APPD. BY		DATE	
DRAWN BY	J.V.	DATE	12/17/2015
SHEET	1 OF 1	MAP	J17;2
REVISED:	6/12/18 Jay Vittachi		
PATH:			

W.O.
I-3067



STAFF REPORT

Agenda Item: 6.C

Board Meeting Date:

July 18, 2018

Prepared By:

Marlene Kelleher

Reviewed By:

Brett Hodgkiss

Approved By:

Eldon Boone

SUBJECT: FISCAL YEAR 2018 CAPITAL OUTLAY CARRYOVER

RECOMMENDATION: Approve the Capital Outlay Carryover for fiscal year 2018.

PRIOR BOARD ACTION: Amounts contained in the Capital Outlay Carryover have been previously approved by the Board as part of the District's Capital Budget or as separate Board approvals funded through the Capital Improvement Reserve.

FISCAL IMPACT: The amounts in the Capital Outlay Carryover have already been collected and have no impact on the current year budget or water rates.

SUMMARY: Staff annually identifies capital projects that have not been fully expended and need to be carried over to the following fiscal year. We have identified an estimated \$7,919,854 in capital items from fiscal year 2018 that need to be carried over to fiscal year 2019.

These amounts represent items that were previously approved by the Board, but due to timing, construction delays outside the District's control and unforeseen circumstances, have not been finalized as of June 30, 2018. The attached schedule indicates the capital items to be carried over.

DETAILED REPORT: See attached schedule.

ATTACHMENT: Capital Outlay Carryover – Fiscal Year 2018.

**Vista Irrigation District
CAPITAL OUTLAY CARRYOVER
Fiscal Year 2018**

	<u>Budget Item #</u>	<u>Approved Capital Outlay</u>	<u>Estimated Outlay Through 6/30/2018</u>	<u>Estimated Carryover</u>	<u>Comments</u>
ENGINEERING:					
E43 Regulator Relocation & Upgrade	10-02	15,000	-	15,000	Design scheduled to begin in August 2018
AB Line Replacement	11-04	1,100,000	133,971	966,029	Construction expected to begin in 2019
East Vista Way - Mason Road Pipeline	12-02	600,000	-	600,000	On hold pending adjacent development and future street improvements
Flume - Siphon Replacement	15-03	1,300,000	65,883	1,234,117	On hold pending completion of Water Supply Planning Study
Flume - Pressure Zone Loop	15-05	280,000	13,575	266,425	On hold pending completion of Water Supply Planning Study
E Reservoir	16-04	50,000	-	50,000	Design scheduled to begin in September 2018
Paseo Santa Fe Project	16-05	1,550,000	6,100	1,543,900	Under construction, expected to be completed by December 2018
FY 2018 Main Replacement Program	18-01	4,500,000	2,168,386	2,331,614	On going
Calle Maria Pipeline Extension	18-02	200,000	-	200,000	Construction expected to begin in 2019
Vista Flume - Beehive Bench & Siphon	18-03	100,000	16,862	83,138	On hold pending completion of Water Supply Planning Study
Lita Lane Pipeline Extension	18-04	81,000	-	81,000	Design on-going, construction expected to begin in 2019
HB Reservoir Rehabilitation	18-05	75,000	-	75,000	Structural analysis scheduled to begin July 2018
Camino Mateo Pipeline Extension & Intertie	18-07	20,000	-	20,000	Construction to be completed by July 2018
		9,871,000	2,404,777	7,466,223	
FIELD SERVICES:					
Loader	18-09	170,000	-	170,000	Expected to be delivered by October 2018
Asphalt Grinder	18-10	135,000	-	135,000	Expected to be delivered by July 2018
Lobby Security Upgrade	18-12	48,000	-	48,000	Expected to be completed by March 2019
		353,000	-	353,000	
FINANCE:					
Phone System	17-07	35,000	-	35,000	Expected to be completed by June 2019
OPERATIONS:					
SCADA Control Panel (3)	18-17	110,000	44,369	65,631	Expected to be completed by July 2018
		\$ 10,369,000	\$ 2,449,146	\$ 7,919,854	



Cash Disbursement Report

Payment Dates 06/21/2018 - 07/05/2018

Payment Number	Payment Date	Vendor	Description	Amount
59263	06/27/2018	Refund Check 59263	Customer Refund	225.68
59264	06/27/2018	Air Technologies Corporation	Headrest Kit	93.81
59265	06/27/2018	Alpine Drainage Systems, Inc	Residential Septic Systems - Lake Henshaw	34,027.00
59266	06/27/2018	AT&T	CALNET3 05/13/18-06/12/18 - Phones	1,041.91
59267	06/27/2018	Basic pacific	Flexible Spending Service/Cobra 06/2018	243.60
59268	06/27/2018	Big Drip Plumbing	Meter Tie Backs (2) - Lobelia/Primrose	1,000.00
	06/27/2018		Line Repair - Mimosa Way	300.00
	06/27/2018		Meter Tie Back - Barbara Dr	300.00
	06/27/2018		Meter Tie Back - Cathan Ln	1,000.00
59269	06/27/2018	CDW Government Inc	External Hard Drive for NAS1	59.32
59270	06/27/2018	Cecilia's Safety Service Inc	Traffic Control - Lupine Hills	276.25
	06/27/2018		Traffic Control - Buena Creek Rd	4,987.50
	06/27/2018		Traffic Control - Foothill Dr/Via Christina	1,105.00
	06/27/2018		Traffic Control - Thibodo Rd	1,900.00
	06/27/2018		Traffic Control - Penrod Ct	1,445.00
	06/27/2018		Traffic Control - York Dr	850.00
	06/27/2018		Traffic Control - Nettleton Rd	1,995.00
59271	06/27/2018	County of San Diego	ROW Permit	141.50
59272	06/27/2018	Todd Groundwater, Inc.	Warner Basin Groundwater Assessment 05/2018	7,767.50
59273	06/27/2018	Diamond Environmental Services	Portable Restroom Service	79.19
	06/27/2018		Portable Restroom Service	103.93
	06/27/2018		Stationary & Portable Restroom Service	282.69
59274	06/27/2018	DIRECTV	Direct TV Service	91.99
59275	06/27/2018	Endicott Comm., Inc - CV	Answering Service 06/2018	159.92
59276	06/27/2018	Fastenal Company	Flat Washers - Shop	3.16
59277	06/27/2018	Ferguson Waterworks	Supplies for Meter Tie-Back	262.38
	06/27/2018		Lead-Free Short Nuts (25)	27.06
	06/27/2018		Cover 10" Valve Box Cast Iron (14)	681.98
59278	06/27/2018	D.H. Maintenance Services	Janitorial Service 06/2018	2,275.00
59279	06/27/2018	Glennie's Office Products Inc	Office Supplies	44.50

Payment Number	Payment Date	Vendor	Description	Amount
59280	06/27/2018	Grainger	Safety Valves	27.31
	06/27/2018		Blind Flange	152.85
	06/27/2018		Blue Marking Paint	37.15
59281	06/27/2018	Hach Company	Water Quality Supplies	791.78
59282	06/27/2018	Hawthorne Machinery Co	Part - B21	(330.79)
	06/27/2018		Kickout Mechanism & Hardware - B21	381.11
59283	06/27/2018	InfoSend Inc	Support & Storage 05/2018	1,234.21
59284	06/27/2018	Infrastructure Engineering Corporation	Warner Ranch Siphon 1B, Cured In Place Project 05/18	467.50
	06/27/2018		Daley Bench Slope Stabilization 05/2018	269.50
59285	06/27/2018	Liebert Cassidy Whitmore	Legal 05/2018	802.00
	06/27/2018		Legal 05/2018	640.50
59286	06/27/2018	Lighthouse Inc	Backup Alarm - Truck 55	134.94
59287	06/27/2018	Lightning Messenger Express	Messenger Service 06/01/18-06/15/18	157.50
59288	06/27/2018	Major League Pest	Bee Removal (4)	340.00
59289	06/27/2018	MRC, Smart Technology Solutions	Manage Print Services	940.70
59290	06/27/2018	Mutual of Omaha	LTD/STD/Life Insurance 07/2018	7,510.81
59291	06/27/2018	North County Auto Parts	Drill Chuck Keys	49.34
	06/27/2018		Filters	116.11
	06/27/2018		Shocks (4) - Truck 62	347.94
	06/27/2018		Bug & Tar Remover - Truck 65	6.68
	06/27/2018		Filter, Cleaners, Oil, Brake Fluid, Fuses	97.91
	06/27/2018		Stop Lamp, Diesel Exhaust Fluid	51.44
59292	06/27/2018	North County Industrial Park	Association Fees 07/2018 - 1391 Engineer St	879.30
59293	06/27/2018		Association Fees 07/2018 - Pipeline Dr	256.40
59294	06/27/2018	North County Lawnmower Inc	Weed Whacker Repair	14.55
59295	06/27/2018	One Source Distributors	RX Eyewear	211.09
59296	06/27/2018	Opto 22	Analog Voltage Output Module	239.83
59297	06/27/2018	Pacific Pipeline Supply	Water Meter Box Lid (1)	38.47
	06/27/2018		Gate Valve Gasket, Bolt Kit	63.01
59298	06/27/2018	Pacific Safety Center	CPR/1st Aid/AED Training 06/05/18	550.00
59299	06/27/2018	Public Safety Consulting, Inc	Legal 05/2018	27,780.51
59300	06/27/2018	Interstate All Battery Center	Batteries (2)	172.52
59301	06/27/2018	RDO Water LLC	Gopher Bait	80.25
59302	06/27/2018	Robert Half Finance & Accounting	Direct Placement Fee - Finance Supervisor	26,232.00
59303	06/27/2018	Rutan & Tucker LLP	Legal 05/2018	5,278.50

Payment Number	Payment Date	Vendor	Description	Amount
	06/27/2018		Legal 05/2018	586.50
	06/27/2018		Legal 05/2018	357.00
	06/27/2018		Legal 05/2018	5,508.00
59304	06/27/2018	San Diego Chapter-CSDA	Membership Renewal 2018/2019 FY	150.00
59305	06/27/2018	San Diego Gas & Electric	Electric 05/2018 - Buildings & Grounds	744.59
	06/27/2018		Electric 05/2018 - Henshaw Wellfield	8,058.56
	06/27/2018		Electric 05/2018 - Henshaw Wellfield	551.23
	06/27/2018		Electric 05/2018 - Henshaw Wellfield	516.52
	06/27/2018		Electric 05/2018 - Henshaw Wellfield	963.44
	06/27/2018		Electric 05/2018 - Cathodic Protection & T&D	187.27
	06/27/2018		Electric 05/2018 - Reservoirs	99.96
	06/27/2018		Electric 05/2018- Pump Stations	10,058.06
	06/27/2018		Electric 05/2018 - Plants	100.27
59306	06/27/2018	Southern Counties Lubricants, LLC	Fuel - Henshaw	88.26
59308	06/27/2018	Sunshine Supply Co Inc	Caulk	86.45
59309	06/27/2018	TS Industrial Supply	Pulling Cable (1)	238.69
	06/27/2018		Cutting Heads (3)	733.94
	06/27/2018		Marking/Striping Paint	422.79
59310	06/27/2018	UniFirst Corporation	Uniform Service	389.43
59311	06/27/2018	VG Donuts & Bakery Inc	Board Meeting 06/20/18	29.65
59312	06/27/2018	Vinje & Middleton Engineering Inc	Compaction Test - Buena Creek	440.00
59313	06/27/2018	Vista Lock & Safe Co	Keys	41.03
59314	06/27/2018	Vulcan Materials Company and Affiliates	Cold Mix	2,129.30
59315-59317	07/05/2018	Refund Checks 59315-59317	Customer Refunds	587.41
59318	07/05/2018	BAVCO	Backflow Devices (2)	884.18
	07/05/2018		Backflow Devices (2)	1,164.86
59319	07/05/2018	Boot World Inc	Footwear Program	180.00
59320	07/05/2018	CDW Government Inc	Epson Scanner	366.46
59321	07/05/2018	Cecilia's Safety Service Inc	Traffic Control - Mimososa Ave	817.50
59322	07/05/2018	Citi Cards	Seminar	149.00
	07/05/2018		Retirement Gift	351.78
	07/05/2018		Laboratory Workbook	115.00
	07/05/2018		NELAC Membership (Laboratory Accreditation)	75.00
	07/05/2018		Warehouse Supplies	1,231.37
	07/05/2018		Employee Organizational Event Supplies	187.50

Payment Number	Payment Date	Vendor	Description	Amount
	07/05/2018		Urban Water Institute Water Conf - J MacKenzie	231.04
	07/05/2018		Urban Water Institute Water Conf - R Vasquez	231.05
	07/05/2018		Western Groundwater Congress - P Dorey	560.00
59323	07/05/2018	Cosco Fire Protection, Inc	5 year Testing Inspection of WCRH Fire Sprinklers	1,667.00
59324	07/05/2018	Craneworks Southwest Inc	Air Compressor Service Kit	431.45
59325	07/05/2018	Drug Testing Network Inc	DOT Random Testing	155.00
59326	07/05/2018	EDCO Waste & Recycling Services Inc	Trash & Recycle 06/2018	212.05
59327	07/05/2018	El Camino Rental	Concrete	162.38
59328	07/05/2018	Employee Relations, Inc	Pre-employment Background Check	25.00
59329	07/05/2018	Fastenal Company	Washers	77.17
59330	07/05/2018	Glennie's Office Products Inc	Office Supplies	69.15
59331	07/05/2018	Grainger	Pneumatic Oil Filter, Air Safety Valve	199.99
59332	07/05/2018	Joe's Paving	Paving - Buena Creek Rd	27,990.00
59333	07/05/2018	Lawnmowers Plus Inc	On/Off Switch - Weed Wacker	3.31
59334	07/05/2018		Muffler Gaskets	4.73
59335	07/05/2018	Major League Pest	Bee Removal (4)	340.00
59336	07/05/2018	Mallory Safety and Supply, LLC	Neck Shades (12)	113.66
59337	07/05/2018	Moody's	Dump Fees (8)	800.00
	07/05/2018		Dump Fees (4)	800.00
59338	07/05/2018	National Notary Association	Membership Renewal (4 yrs)	199.00
59339	07/05/2018	North County Auto Parts	Keyless Remote Fob - Truck 12	66.05
	07/05/2018		Air Hose Fittings - Shop	12.31
59340	07/05/2018	Pacific Pipeline Supply	Tee 10x6 Cast Iron POxFL (2)	487.13
	07/05/2018		Gate Valve 6" POxFL R/W C900 (3)	2,010.20
	07/05/2018		Tee 8" Cast Iron POxFL (2)	346.40
	07/05/2018		Gate Valve 10" POxFL R/W C900 (7)	11,320.79
	07/05/2018		Adapter 8" Cast Iron POxFL (2)	190.52
	07/05/2018		Adapter 10" Cast Iron POxFL (1)	119.08
	07/05/2018		Gate Valve 8" POxFL R/W C900 (11)	11,657.44
	07/05/2018		Tee 8x6 Cast Iron POxFL (1)	132.06
	07/05/2018		Tee 8" Cast Iron Flange (3)	633.25
	07/05/2018		Reducer 10x8 Cast Iron FL (2)	313.93
	07/05/2018		Tee 10x8 Cast Iron Flange (1)	276.04
	07/05/2018		Bolt Nut Set Plated 10" X 12" (10)	151.55
	07/05/2018		Reducer 10x8 Cast Iron POxPO (1)	124.49

Payment Number	Payment Date	Vendor	Description	Amount
	07/05/2018		Ell 6"x16" POxFL Bury Cast Iron (3)	665.74
	07/05/2018		6" Gaskets (11)	35.72
	07/05/2018		8" Gaskets (13)	42.22
	07/05/2018		10" Gaskets (10)	54.13
	07/05/2018		Curb Stop 2" FNPT X MNPT (10)	2,619.65
	07/05/2018		Curb Stop 1" Flare (26)	2,617.49
	07/05/2018		Service Saddle 10x2 C900 PVC (2)	346.40
	07/05/2018		Service Saddle 8x1 C900 PVC (16)	1,991.80
	07/05/2018		Corp Stop 1" Flare (26)	1,463.54
	07/05/2018		Ell 2" Brass 90 Degree St.(10)	292.27
	07/05/2018		Adapter 2" Copper x MIP (20)	281.45
	07/05/2018		Corp Stop 2" (10)	2,056.75
	07/05/2018		Service Saddle 8x2 C900 PVC (8)	1,082.50
	07/05/2018		Tubing 1" Copper Soft (400)	1,948.50
	07/05/2018		Zinc Anode bag 30lb (12)	1,753.65
	07/05/2018		Fire Hydrant Check Valve (2)	2,684.60
	07/05/2018		Tubing 2" Copper Soft (40)	606.20
	07/05/2018		Wire 10 Copper (2500)	649.50
	07/05/2018		Coupling 8" Repair Macro (6)	1,734.17
	07/05/2018		Sleeve 12" Galvanized Top Sections (10)	227.33
	07/05/2018		Pipe 12" PVC DR-14 C900 (20)	433.00
	07/05/2018		Pipe 6" PVC DR-14 C900 (100)	649.50
	07/05/2018		Cover 12" Valve Box Cast Iron (10)	725.28
	07/05/2018		DFW Meter Box Lid Small (12)	779.40
	07/05/2018		Cover 8" Valve Cast Iron Water (35)	947.19
	07/05/2018		DFW Meter Box Small (12)	1,130.12
	07/05/2018		Pipe 10" PVC DR-14 C900 (1100)	16,670.50
	07/05/2018		Pipe 8" PVC DR-14 C900 (2000)	19,485.00
	07/05/2018		6" and 8" NBG Kit (24)	259.79
	07/05/2018		10" Tee PO x FL (1)	270.63
	07/05/2018		8" Galvanized Sleeve (35)	340.99
	07/05/2018		Flange Tee (1)	335.10
	07/05/2018		Repair Coupling, Romac Coupling	357.11
	07/05/2018		Backflow Parts	348.83
	07/05/2018		Brass Hose Adapt & Nipple	348.83

Payment Number	Payment Date	Vendor	Description	Amount
59341	07/05/2018	Pacific Safety Center	CPR/1st Aid /AED Training 06/12/18	550.00
59342	07/05/2018	Parkhouse Tire Inc	Tires (6) - Truck 67	3,124.77
59343	07/05/2018	Paychex of New York LLC	Implementation Fees - Onboarding & Recruiting	1,912.50
59344	07/05/2018	RC Auto & Smog	Replaced ABS Control Module	993.45
59345	07/05/2018	Rincon del Diablo MWD	MD Reservoir Water Service 06/2018	34.23
59346	07/05/2018	RouseSign and Graphics Inc	Construction Signs (4)	95.26
59347	07/05/2018	Ruby Slipper Shoes & Repair	Resoled Boots	65.00
59348	07/05/2018	San Diego Gas & Electric	Gas Use 06/2018	133.84
	07/05/2018		Electrical Transmission 06/2018	1,897.14
	07/05/2018		Electric 06/2018 - Warner Ranch House	44.39
	07/05/2018		Electric 06/2018 - T&D	87.36
	07/05/2018		Electric 06/2018 - Reservoirs	49.08
59349	07/05/2018	Save Our Heritage Organisation	WCRH O&M Contribution 07/2018 - 09/2018	3,000.00
59350	07/05/2018	Shred-it USA LLC	Document Destruction	110.08
59351	07/05/2018	SignArt	Stencils (3)	114.22
59352	07/05/2018	Southern Counties Lubricants, LLC	Fuel 06/01/18-06/15/18	6,678.78
59353	07/05/2018	Steven Enterprises Inc	Oce Plotter Toner Pearls	2,001.83
59354	07/05/2018	Sunshine Supply Co Inc	Chalking (10)	197.83
59355	07/05/2018	Midas Service Experts	Tires (4) - Truck 39	452.49
	07/05/2018		Replaced Sensor - Truck 57	124.55
59356	07/05/2018	TS Industrial Supply	Air Chisel, Quick Connector, Pavement Breaker Parts	443.48
	07/05/2018		Suction Hose, Air Hose Couplers, Nozzles	208.27
	07/05/2018		3 Gallon Water Tanks (6)	423.26
59357	07/05/2018	UniFirst Corporation	Uniform Services	363.48
59358	07/05/2018	Verizon Wireless	Air Cards 5/13/18-6/12/18	76.02
	07/05/2018		SCADA Remote Access 05/21/18-06/20/18	326.52
59359	07/05/2018	Vista Fence Company Inc	Fence Installation - Pechstein Reservoir	1,912.00
59360	07/05/2018	Vista Firestone Brake & Smog	Tires (4) - Truck 74	573.77
	07/05/2018		Alignment - Truck 74	69.50
59361	07/05/2018	Vista Lock & Safe Co	Electronic Solenoid for Door	124.90
59362	07/05/2018	WorkPartners OHS	DOT Physical	95.00
Grand Total:				332,015.89



STAFF REPORT

Agenda Item: 7

Board Meeting Date: July 18, 2018
Prepared By: Sherry Thorpe
Reviewed By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: SAFETY AWARDS PROGRAM

RECOMMENDATION: Receive information regarding the safety awards program and recognize the employees that received awards.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: The semi-annual H. R. LaBounty Safety Awards sponsored by the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) were presented at the 2018 Spring Conference in Sacramento. Vista Irrigation District employees received two awards for their efforts in promoting safety at the District and protecting District assets.

DETAILED REPORT: The purpose of the H. R. LaBounty Safety Awards Program is to offer ACWA JPIA members an opportunity to promote safe work behavior and reward employees whose actions have contributed toward reducing the potential for liability, property or workers' compensation losses. Additionally, the actions and ideas identified through the nomination process provide valuable lessons and examples that other agencies can benefit from. The District submitted two nominations for consideration by the ACWA JPIA, both of which were recognized and awarded. Below are the names of the employees that were recognized, and the award winning ideas that each developed.

Jason Patterson (System Controls Technician II)

The vault at C Reservoir houses 6-inch and 10-inch pressure reducing valves and associated pilot controls. The size of the space along with the plumbing for the hydraulic and electronic control systems creates a challenge for employees to enter and perform necessary maintenance and repair. Jason Patterson recognized the challenges associated with maintaining and repairing pressure reducing valves within vaults and redesigned the plumbing and placement of the pilot control system, moving it from the top of the valve to the wall. The new design allows the pilot control system to easily be removed and worked on outside of the vault, creating a safer work environment for staff performing maintenance on the pilot control system.

Darin Schuck (System Operator II)

The District has approximately 3,800 fire hydrants in its distribution system; each year, a number of fire hydrants are damaged due to accidents (19 in 2017). Darin Schuck, who is experienced at conducting post-accident investigations, developed detailed procedures that aim to protect the public and District employees on-site, safeguard the District's infrastructure and increase the likelihood that the District will recover repair costs from the responsible party. Examples of key procedures include using available resources (law enforcement and/or fire personnel) to protect public safety, determining appropriate action to gain control of the leak, prevent further property damage and restore water service and collecting information from the responsible party (e.g. driver's license number, vehicle license number, insurance, photographs, etc.). Darin held a training session to explain the procedures to staff, highlighting the challenges, safety considerations and methods to safeguard District assets.



Agenda Item: 8

STAFF REPORT

Board Meeting Date: July 18, 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.



Agenda Item: 9.A

STAFF REPORT

Board Meeting Date: July 18, 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

Agenda Item: 9.B

Board Meeting Date: July 18, 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 *	CSDA Quarterly Dinner Meeting <i>Aug. 16, 2018 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 8/9/18</i>	MacKenzie
2 *	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>	
3	Urban Water Institute’s Annual Water Conference <i>Aug. 22-24, 2018 – Hilton San Diego Resort</i> <i>Registration deadline: 8/8/18</i>	MacKenzie (R,H) Vásquez (R,H)
4 *	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>	
5	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>	
6	CSDA Annual Conference <i>Sept. 24-27, 2018 – Renaissance Indian Wells Resort</i> <i>Registration deadline: 8/24/18</i>	MacKenzie (H) Sanchez (H)
7	First Annual Western Groundwater Congress (GRA) <i>Sept. 25-27, 2018 – Double Tree by Hilton, Sacramento</i> <i>Registration deadline: 8/19/18</i>	Dorey (R,A,H)
8	The Public Records Act and Records Retention (CSDA) <i>Oct. 4, 2018 - Vista Irrigation District</i> <i>Registration deadline: TBD</i>	
9	Northern California Tour (Water Education Foundation) <i>Oct. 10-12, 2018 – Sacramento International Airport</i> <i>Reservation deadline: 9/26/18</i>	
10 *	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>	
11	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>	
12	San Joaquin River Restoration Tour (Water Education Foundation) <i>Nov. 7-8, 2018 – Fresno</i> <i>Reservation deadline: 10/24/18</i>	
13 *	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>	

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
14	ACWA Fall Conference <i>Nov. 27-30, 2018 – San Diego (Venue TBD)</i> <i>Registration deadline: TBD</i>	
15	2018 Colorado River Water Users Association Conference (CRWUA) <i>Dec. 12-14, 2018 – Las Vegas (Venue TBD)</i> <i>Registration deadline: TBD</i>	
16	Special District Leadership Academy (CSDA) <i>Apr. 7-10, 2019 – San Diego (Venue TBD)</i> <i>Registration deadline: TBD</i>	
17	ACWA Spring Conference <i>May 7-10, 2019 – Monterey (Venue TBD)</i> <i>Registration deadline: TBD</i>	
18	Special Districts Legislative Days (CSDA) <i>May 21-22, 2019 – Sacramento (Venue TBD)</i> <i>Registration deadline: TBD</i>	
19	Special District Leadership Academy (CSDA) <i>July 7-10, 2019 – Napa (Venue TBD)</i> <i>Registration deadline: TBD</i>	
20	CSDA Annual Conference <i>Sept. 25-28, 2019 – Anaheim (Venue TBD)</i> <i>Registration deadline: TBD</i>	
21	ACWA Fall Conference <i>Dec. 3-6, 2019 – San Diego (Venue 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



Agenda Item: 10

STAFF REPORT

Board Meeting Date: July 18, 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:

- Disposal of surplus property on Warmlands Avenue (former "F" reservoir site)



Agenda Item: 11

STAFF REPORT

Board Meeting Date: July 18, 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: 12

STAFF REPORT

Board Meeting Date: July 18, 2018
Prepared By: Eldon Boone

SUBJECT: COMMENTS BY GENERAL MANAGER

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



Agenda Item: 13

STAFF REPORT

Board Meeting Date: July 18, 2018
Prepared By: Eldon Boone

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

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