

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

March 15, 2017

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, March 15, 2017, at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

President Miller 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, Director of Engineering; Randy Whitmann, Engineering Project Manager; Frank Wolinski, Operations and Field Services Manager; Alisa Nichols, Management Analyst; Al Ducusin, Engineering Services Manager; and Marian Schmidt, Administrative Assistant. General Counsel Joel Kuperberg was also present.

Other attendees: None.

3. PLEDGE OF ALLEGIANCE

Director Sanchez led the pledge of allegiance.

4. APPROVAL OF AGENDA

17-03-37 *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

Operations and Field Services Manager Frank Wolinski provided brief clarification regarding Consent Calendar Item 6.D for paving services on Alessandro Trail and Vereda Barranca.

17-03-38 *Upon motion by Director Vásquez, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 17-11 approving disbursements.*

A. Identity Theft Prevention Program Annual Report

See staff report attached hereto. The Board noted and filed this informational report concerning the District's Identity Theft Prevention Program to which no changes were proposed.

B. Annexation Terms and Conditions

See staff report attached hereto.

The Board adopted Resolution No. 17-10 setting the terms and conditions of annexation for a portion of a vacant residential parcel consisting of approximately .57 acres owned by Carole Ann Ross Haller Living Trust, located at Camino De Las Lomas, Vista, also known as the Carole Haller Reorganization and directed staff to file the resolution with San Diego Local Agency Formation Commission and the Vallecitos Water District (CF 500-367; LN 2016-014; portion of APN 178-210-18; LAFCO RO16-18; DIV NO 5), by the following roll call vote:

AYES: Directors Vásquez, Dorey, Sanchez, MacKenzie, and Miller
NOES: None
ABSTAIN: None
ABSENT: None

Resolution No. 17-10 is on file in the official Resolution book of the District.

C. Approval of Easement Deed

See staff report attached hereto. Staff recommended and the Board approved an Easement Deed to assign to the City of Vista sewer access rights over Vista Irrigation District's Grant of Right of Way (SL8) at 587 and 591 Grapevine Court (Private Road), Vista (LN 2017-014; APNs 162-232-59 and -61; DIV NO 2).

D. Paving Services

See staff report attached hereto. Staff recommended and the Board authorized the General Manager to execute an agreement with Peters Paving & Grading, Inc. for paving services on Alessandro Trail and Vereda Barranca in the amount of \$76,478.

E. Minutes of Board of Directors meeting on March 1, 2017

The minutes of March 1, 2017 were approved as presented.

F. Resolution ratifying check disbursements

RESOLUTION NO. 17-11

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 55443 through 55546 drawn on Union Bank totaling \$1,209,201.81.

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 15th day of March 2017.

7. FINANCIAL REPORT FOR THE SIX MONTHS ENDED DECEMBER 31, 2016

See staff report attached hereto.

General Manager Eldon Boone presented the Financial Report for the six months ended December 31, 2016, stating that the District's financial position improved during this six month period. Mr. Boone provided an overview of the report.

Director MacKenzie requested clarification regarding claims payable under the noncurrent liabilities. Mr. Boone stated that the \$4,395,941 shown as claims payable is the District's obligation to the San Luis Rey Indian Water Authority per the Settlement Agreement. He further explained that current liabilities are defined as obligations that are due for settlement within a twelve month period; noncurrent liabilities are obligations that are due for settlement beyond the current twelve month period.

8. 2017 ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY EXECUTIVE COMMITTEE ELECTION

See staff report attached hereto.

Mr. Boone provided a brief overview, stating that the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) is soliciting nominations for four Executive Committee member positions and that two incumbents are seeking reelection. The District has received three separate requests for concurring nominations for Kathleen J. Tieg of Cucamonga Valley Water District, David A. Drake of the Rincon del Diablo Municipal Water District and Melody A. McDonald of the San Bernardino Valley Water Conservation District. He noted that the Board had nominated Director Dorey, as the District's representative on ACWA JPIA, for an Executive Committee member position and that staff had collected a sufficient number of concurring nominations to qualify him as a candidate on the ballot.

17-03-39 *Upon motion by Director Dorey, seconded by Director MacKenzie, the Board of Directors adopted Resolutions 17-12, 17-13, and 17-14 concurring in the nominations of Kathleen J. Tieg of the Cucamonga Valley Water District, David A. Drake of the Rincon del Diablo Municipal Water District, and Melody A. McDonald of the San Bernardino Valley Water Conservation District respectively, for the ACWA Joint Powers Insurance Authority Executive Committee, by the following roll call vote:*

AYES: Directors Vásquez, Dorey, Sanchez, MacKenzie, and Miller
NOES: None
ABSTAIN: None
ABSENT: None

Copies of Resolutions 17-12, 17-13, and 17-14 are on file in the official Resolution Book of the District.

9. APPRAISAL OF VACANT DISTRICT PROPERTY ON PIPELINE DRIVE

See staff report attached hereto.

Mr. Boone recalled that the Board had previously declared the property north of Pipeline Drive as surplus property and directed staff to send a notification letter to local public and non-profit entities in accordance with the law; no offer was received within the required 60 day notice period. Concurrently, staff mailed out a Request for Proposal for appraisal services to six firms and no proposals were received by the deadline. Mr. Boone stated that feedback received from appraisers indicated that the level of effort required to prepare a proposal to the detail requested was too great with no guarantee of getting the work. Based on the comments received, staff recommends simplifying the scope of work and negotiating an agreement with a single firm for appraisal services. He further stated staff suggests negotiating the scope of work with Anderson & Brabant for appraisal services to include an evaluation of the highest and best use of the property as well as the sale and lease values. The appraisal will be presented to the Board at a future meeting.

17-03-40 *Upon motion by Director Dorey, seconded by Director Vásquez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized staff to negotiate and execute an agreement for appraisal services for the District's vacant property located north of Pipeline Drive.*

10. STATUS OF SAN LUIS REY INDIAN WATER RIGHTS SETTLEMENT IMPLEMENTATION

See staff report attached hereto.

Mr. Boone provided an update on the San Luis Rey Indian Water Rights Settlement, noting that little had changed since the last Board meeting. Mr. Boone informed the Board that Robert Laidlaw, former Senior Policy Analyst with the Department of Interior, has made a proposal to the local entities (Vista Irrigation District and City of Escondido) and the San Luis Rey Indian Water Authority related to assisting all parties with Settlement implementation.

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

See staff report attached hereto.

President Miller reported that there had been no meeting of the San Diego County Water Authority (Water Authority) Board of Directors since his last report.

Mr. Boone reported his attendance at the Water Authority Member Agency Managers' meeting. He stated that Jeffrey Kightlinger, General Manager of Metropolitan Water District of Southern California (Metropolitan), had sent an e-mail to all Water Authority member agency general managers regarding a letter from the Water Authority that was sent to all the city managers in Metropolitan's service area. Mr. Kightlinger attached a copy of the letter from the Water Authority as well as a letter from Metropolitan addressing issues raised in the Water Authority's letter.

Mr. Boone reported that there was discussion on long-term water use efficiency legislation. He mentioned that there are a lot of bills moving through the legislature seeking to enact new rules related to long-term water use efficiency. The Water Authority as well as the District had sent letters to the Governor urging him to not rush to enact long-term water use efficiency related legislation without adequate input from all stakeholders.

12. MEETINGS AND EVENTS

See staff report attached hereto.

Director MacKenzie reported on her attendance at the Association of California Water Agencies (ACWA) Legislative Symposium. She said that one of the ACWA Washington DC conference participants noted the evolution in terminology related to climate change; it has gone from "global warming" to "climate change" to "reliable, sustainable infrastructure". Senator Dodge talked about how to make water affordable for low income persons. Senator Garcia spoke about Assembly Bill 18, the California Clean Water, Climate, Coastal Protection, and Outdoor Access for All Act of 2018. Director MacKenzie mentioned that there is still \$2.7 billion in Proposition 1 funds available for water storage projects. The keynote speaker for lunch was Senator Hertzberg who indicated that he supports the twin tunnels project.

Director MacKenzie reported on her participation in a conference call regarding the Little Hoover Commission's report. She said that it was suggested that those who knew commissioners meet with them one-on-one to provide them with more detailed information about special districts, including an explanation of the difference between a dependent and an independent special district. Director MacKenzie stated that Assembly Bill 979 related to special district representation on Local Agency Formation Commissions was also discussed; it was noted that the California Special Districts Association is supporting this measure.

Director Vásquez reported on his attendance at a meeting of the ACWA Water Quality Committee. He stated that there was a presentation by Wendy Ridderbusch, ACWA's Director of State Relations, on the State Water Resources Control Board's Human Right to Water Portal. Ms. Ridderbusch mentioned that California was the first state in the nation to legislatively recognize a human's right to water.

Director Dorey reported on his attendance at the Yorba Linda Water District Board of Directors meeting where he spoke about the upcoming ACWA JPIA Executive Committee election.

Director Dorey reported on his attendance at the San Luis Rey Watershed Council's (Watershed Council) annual meeting. An update was given on the grant funding received by the Watershed Council.

Director Dorey reported on his participation in a meeting of the Vista Historical Society Nominating Committee the previous day. Early Residents nominees include Edwin G. Hart and Mr. and Mrs. McDougal. In the Regular category, Howard Williams, Nancy Jones, Mr. and Mrs. Ramsing, and JC Wynne, were nominated.

Mr. Boone informed the Board that Lee Brown, Ph.D. Professor, emeritus of the California State San Marcos University, will present information on Water Management & Leadership Program at the next meeting of the Council of Water Utilities. Mr. Boone stated that Mr. Brown invited Alisa Nichols, one of his students and the District's Management Analyst, to participate in a panel discussion about the program at the meeting.

17-03-41 *Upon motion by Director Vásquez, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized the following attendances: Director MacKenzie to attend two CSDA Legislative Round-up webinars on March 30, 2017 and on August 31, 2017; Directors Dorey, Sanchez and Vásquez to attend the Council of Water Utilities meeting on March 21, 2017 in Poway; Director Sanchez to attend Harassment Prevention Training either on March 20, 2017 at the San Diego County Water Authority or via ACWA/JPIA webinar on April 6, 2017; Director Sanchez to attend an Ethics Training webinar at his convenience; and Director Sanchez to attend the ACWA Spring Conference, May 9-12, 2017 in Monterey. Director MacKenzie received authorization after the fact for her participation in a conference call regarding the Little Hoover Commission. Director Dorey received authorization after the fact for his attendance a meeting of the Yorba Linda Water District Board of Directors, representing the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority on March 14, 2017.*

A brief break was taken from 10:39 a.m. to 10:45 a.m.

13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

The Board requested that an item be added to the next agenda regarding the appointment of a Director to fill the vacancy on the Water Sustainability Committee.

14. COMMENTS BY DIRECTORS

Director Dorey commented on a smart phone application that ACWA JPIA uses during business travel to track their travel related expenses.

Director MacKenzie mentioned a newspaper article she read regarding Helix Water District's photo contest of Lake Jennings. She noted that the reporter on this article could be an additional contact for District's press releases.

Director Vásquez reported on a newspaper article about the City of Poway ending watering restrictions.

15. COMMENTS BY GENERAL COUNSEL

Mr. Kuperberg informed the Board about a recent Supreme Court ruling regarding the use of private email accounts and electronic devices for public agency business. Mr. Kuperberg provided examples of how business emails on private accounts can be considered public records. He recommended that Directors use a District email account for District related business.

16. COMMENTS BY GENERAL MANAGER

Mr. Boone informed the Board that pictures will be taken on April 5 at 10:30 AM. He stated that the photographer will take individual head shots of each Board member as well a photograph of the full Board.

Mr. Boone let the Board know that the District will be conducting a tour for 8th graders from various schools in the Vista Unified School District (VUSD) as part of the school district's "Talent Cities" program. This innovative program, which is built on a partnership between the VUSD, the Vista Chamber of Commerce and local Vista businesses, is designed to provide local students with practical, hands-on experience in various work sectors.

Mr. Boone referred to pictures of the HP reservoir construction that were left at each Director's place on the dais. He mentioned that the photographs were taken by the contractor using a drone and that more photographs will be provided as the project progresses.

Mr. Boone updated the Board regarding lead testing at VUSD schools. Samples from twenty-four test sites at six different schools were below the required action level. He informed the Board that staff shared the results with VUSD and the media (based on a previously received California Public Records Act request). VUSD has requested the District provide lead testing at six additional schools. San Marcos Unified School District has also submitted a written request to test two schools that are located in the District's service area.

Mr. Boone reported the water level at Lake Henshaw was at 15,500 acre feet, which is approximately 30 percent of capacity.

17. ADJOURNMENT

There being no further business to come before the Board, at 11:28 a.m., President Miller adjourned the meeting.



Marty Miller, President

ATTEST:



Marian Schmidt, Assistant Secretary
Board of Directors
VISTA IRRIGATION DISTRICT



STAFF REPORT

Agenda Item: 6.A

Board Meeting Date:	March 15, 2017
Prepared By:	Jenny Brust
Reviewed By:	Brett Hodgkiss
Approved By:	Eldon Boone

SUBJECT: IDENTITY THEFT PREVENTION PROGRAM

RECOMMENDATION: Receive update on the District's Identity Theft Prevention Program (no changes proposed).

PRIOR BOARD ACTION: The Board approving Resolution No. 09-20 adopting an Identity Theft Prevention Program on March 18, 2009.

FISCAL IMPACT: None.

SUMMARY: In response to and in compliance with requirements of the Fair and Accurate Credit Transaction Act of 2003, the District approved an Identity Theft Prevention Program (Program) on March 18, 2009. The Program is to be used as an aid to detect patterns, practices and specific forms of activity that could signal possible identity theft. More specifically, the Program defines "red flags," implements procedures for identifying "red flags," and discusses appropriate action to be taken should "red flags" be detected. It also includes provisions for reporting on and updating the Program.

DETAILED REPORT: Per Part V, Paragraph D of the Identity Theft Prevention Program, the District is to provide an annual report to the Board of Directors that details the District's compliance with the Federal Trade Commission's Red Flag Rules. This report addresses the following:

- Effectiveness of the policies and procedures of the District in addressing the risk of identity theft in connection with the opening of new accounts and with respect to the management of existing accounts
- Service provider arrangements
- Significant incidents involving identity theft and management's response
- Recommendations for material changes to the Program

The District is complying with the guidelines set forth in its Program. The District's procedures for opening new accounts and managing existing accounts have not changed. Staff continues to follow best business practices related to the prevention of identity theft, such as keeping computer screens from being viewed by unauthorized personnel and shredding confidential documents that are no longer needed.

The District has contracted with third party service providers, InfoSend and Official Payments Corporation, for electronic bill presentment and payment services and credit card payment processing services, respectively. Pursuant to the Federal Trade Commission's Red Flag Rules, InfoSend and Official Payments Corporation have adopted and implemented Identity Theft Prevention Programs. The District retains copies of InfoSend's and Official Payment Corporation's statements of compliance under the Federal Trade Commission's Red Flag Rules on file.

The District continues to keep all confidential information secured and maintains business best practices that aid in the prevention of identity theft. There have been no incidents of identity theft in the last year. After a thorough review, no changes are recommended to the existing Program.

ATTACHMENT: Vista Irrigation District Identity Theft Prevention Program



Identity Theft Prevention Program

This program is in response to and in compliance with the
Fair and Accurate Credit Transaction Act (FACTA) of 2003
and
The final rules and guidelines for the FACTA issued by the Federal Trade
Commission and federal bank regulatory agencies in November 2007

Adopted March 18, 2009 – Resolution No. 09-20

Program Last Reviewed and Updated: March 18, 2009

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Introduction

On November 9, 2007, the Federal Trade Commission (FTC) and several other Federal agencies published the Identity Theft Red Flag Rule (FR 72:217:63717). All utilities that provide water/wastewater service on credit, i.e., send a bill for past service, are required to develop a program to comply with this rule by May 1, 2009.

The Identity Theft Red Flag Rule requires any creditor to develop a program to detect, prevent, and mitigate identity theft. Utility companies are specifically mentioned in the definition of a creditor, so this Rule clearly applies to water and wastewater utilities.

A Red Flag is "a pattern, practice, or specific activity that indicates the possible existence of identity theft." Identity Theft is "a fraud committed or attempted using the identifying information of another person without authority."

Part I. Assessment of Existing Business Practices

Part I of the Identity Theft Prevention Program is used to identify areas of potential risk within the District's standard customer service business practices. The District has selected specific business processes associated with offering or maintaining accounts, or engaging in other activities, which could raise "red flags" indicating the potential for identity theft. It should be noted that the business practices listed below are typical for most utilities that operate as retailers of drinking water:

- The District provides personnel with the ability to request and review a Customer's personal identifying information when engaging in any of the following activities:
 - Open new accounts;
 - Access existing accounts;
 - Modify existing accounts;
 - Close existing accounts;
 - Processing accounts for bad debt collections.
- The District provides Customers with the ability to do the following action independent of District personnel (either through an automated phone system or online via a third party service provider), and a Customer's personal identifying information is required to complete any of these activities:
 - Make a payment on an account.

Part II. Identification of Red Flags

Part II of the Identity Theft Prevention Program assists the District in identifying Red Flags that may arise during routine handling of new and/or existing accounts.

The District has identified the following events as potential Red Flag sources or categories that might indicate an instance of identity theft.

Event
Documents provided for identification appear to have been altered or forged.
Photograph, physical description and/or other information on the identification is not consistent with the appearance of the person presenting the identification.
Information provided is associated with known fraudulent activity.
Information provided is of a type commonly associated with fraudulent activity (fictitious address and/or phone number is invalid).
The District is notified that it has opened or maintains an account for a person engaged in identity theft.

Part III. Detection of Red Flags

Part III of the Identity Theft Prevention Program addresses the process of detecting Red Flags as related to possible identity theft during the District's routine handling of new and/or existing accounts via telephone, email, or in person. The following is a list of detection methods that the District uses to prevent identity theft by verifying the identity of the Customer:

- When working with Customers in person or via telephone, require Customers to provide the following types of information:
 - Name;
 - Address;
 - Phone number (Home, Work, Alternate); and
 - Same information for a second person on the account (Related ID – spouse, partner, other responsible party).
- When fielding a request to access and/or modify an existing account (such as a change of billing address), verify identity of Customer by requesting specific pieces of personal identifying information such as name and address.

Part IV. Prevention and Mitigation

Part IV of the Identity Theft Prevention Program details response actions for District personnel if the personnel have observed a Red Flag associated with a new or existing utility account. Examples of specific actions that will be taken in response to specific Red Flags are set forth below:

Event	Action
Documents provided for identification appear to have been altered or forged.	<ul style="list-style-type: none"> - Request other forms of identification. - If still an issue, report the incident to the Supervisor.
Photograph, physical description and/or other information on the identification is not consistent with the appearance of the person presenting the identification.	<ul style="list-style-type: none"> - Request other forms of identification. - If still an issue, report the incident to the Supervisor.
Information provided is associated with known fraudulent activity	<ul style="list-style-type: none"> - Report the incident to the Supervisor.
Information provided is of a type commonly associated with fraudulent activity (fictitious address and/or phone number is invalid).	<ul style="list-style-type: none"> - Request other forms of identification. - If still an issue, report the incident to the Supervisor.
The District is notified that it has opened or maintains an account for a person engaged in identity theft.	<ul style="list-style-type: none"> - Contact the Supervisor.

The following is a list of other potential actions to be taken by the District during Red Flag events:

- The District will not open a new account (after review of the presented identifying information and discussion with department supervisor).
- For an existing account, the District may contact the Customer by telephone, U.S. Mail and/or electronic mail and, upon verification of personal identification information on file with the District, present the following alternative courses of action for selection by the Customer:
 - Continue to monitor the account for evidence of identity theft and contact the Customer to discuss possible actions.
 - Close an existing account.
- For all instances of confirmed identity theft, the District will notify local law enforcement and will provide them with all the relevant details associated with the identity theft event.

Part V. Program Administration

Program administration is an important part of the Identity Theft Prevention Program. This section details the training requirements, annual program review, approval and adoption process and annual reporting requirements that are associated with this Program.

A. Staff Training

Any employee with the ability to open a new account, or access/manage/close an existing account will receive training on identifying and detecting Red Flags. They will also be trained in the appropriate response actions in the event that an instance of identity theft is suspected. Key management personnel in appropriate departments will also receive training on the contents of this Program. As necessary, employees will be re-trained annually if the Program is updated to include new methods of identifying and detecting Red Flags, or if new response actions are implemented.

B. Program Review and Update

The District will review and update the Program annually to reflect changes in risks to Customers from identity theft based on factors such as:

- Experiences of the District with identity theft.
- Changes in methods of identity theft.
- Changes in methods to detect, prevent, and mitigate identity theft.
- Changes in the types of accounts that the District offers or maintains.
- Changes in the business arrangements of the District and service provider arrangements.

C. Program Approval and Adoption

This Program, and subsequent modifications, requires review and approval by the District's General Manager and the Board of Directors.

D. Annual Reporting

The District will provide an annual report to the Board of Directors that details the District's compliance with the Federal Trade Commission's Red Flags Rule. The report will address matters related to the Program and address several topic areas including:

- Effectiveness of the policies and procedures of the District in addressing the risk of identity theft in connection with the opening of new accounts and with respect to the management of existing accounts;
- Service provider arrangements;
- Significant incidents involving identity theft and management's response;
- Recommendations for material changes to the Program.

E. Service Provider Oversight

Whenever the District engages a service provider to perform an activity in connection with one or more of the Customer accounts, the District will verify that the activity of the service provider is conducted in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft. To accomplish this, the District will require the service provider by contract to have policies and procedures to detect relevant Red Flags that may arise in the performance of the service provider's activities, and either report the Red Flags to the District, or to take appropriate steps to prevent or mitigate identity theft.

Part VI. Additional Security Information

Although the District is not required by the Federal Trade Commission to implement the following business practices, they are provided as guidelines to assist in the prevention of identity theft.

1. Keep computer screens, printed documents, and faxes from being viewed by unauthorized personnel. Use the screensaver locking feature to secure computer screens, and store all documents in a secure area. Immediately shred any documents that are no longer needed for the use intended.
2. Never share your computer while it is under a personal login.
3. Limit access to all forms of Customer information to employees who have a business reason to see it. For example, give employees who respond to Customer inquiries access to Customer files, but only to the extent they need it to do their jobs.
4. Employees with authorization to Customer information should follow these basic steps to maintain the security, confidentiality, and integrity of Customer information, including:
 - a. Locking rooms and file cabinets where records are kept;
 - b. Encrypting sensitive Customer information when it is transmitted electronically via public networks;
 - d. Reporting suspicious attempts to obtain Customer information to designated personnel.
5. Regularly remind effected employees of the legal requirement to keep Customer information secure and confidential. This may include posting reminders about their responsibility for security in areas where customer information is processed and stored.



STAFF REPORT

Agenda Item: 6.B

Board Meeting Date: March 15, 2017
Prepared By: Al Ducusin
Reviewed By: Brian Smith
Approved By: Eldon Boone

SUBJECT: ANNEXATION TERMS AND CONDITIONS

RECOMMENDATION: Adopt Resolution No. 17-XX setting the terms and conditions of annexation for a portion of a vacant residential parcel consisting of approximately .57 acres owned by Carole Ann Ross Haller Living Trust, located at Camino De Las Lomas, Vista, also known as the Carole Haller Reorganization and direct staff to file the resolution with San Diego Local Agency Formation Commission and the Vallecitos Water District (CF 500-367; LN 2016-014; portion of APN 178-210-18; LAFCO RO16-18; DIV NO 5).

PRIOR BOARD ACTION: The Board received an informational report and approved, in concept, the annexation for a portion of a vacant residential parcel into the Vista Irrigation District (VID) on January 4, 2017.

FISCAL IMPACT: None.

SUMMARY: The owner, Carole Ann Ross Haller, filed a reorganization application with San Diego Local Agency Formation Commission (LAFCO) involving annexation of a portion of a vacant residential parcel into VID and detachment from Vallecitos Water District (VWD). The subject parcel (APN 178-210-18) totals approximately 1.18 acres and is bisected by the boundary line between VID and VWD, consisting of 0.61 acres in VID and 0.57 acres in VWD. Both VID and VWD concur that the portion currently in VWD be annexed to VID for water service because the property is in an area where VWD has no facilities, is adjacent to VID water mains and is partially within VID service area.

DETAILED REPORT: On January 4, 2017, VID's Board of Directors received an informational report and approved, in concept, the annexation of a portion of APN 178-210-18 into VID.

On January 18, 2017, VWD's Board of Directors adopted a resolution ordering the detachment of a portion of APN 178-210-18 from VWD.

On February 21, 2017, staff received a letter from LAFCO requesting VID's terms and conditions for the annexation of a portion of APN 178-210-18. The terms and conditions will include the requirement that the property owner complete the detachment procedures with VWD prior to final annexation with VID.

Upon adoption of this resolution, the annexation terms and conditions for the Carole Haller Reorganization will be filed with LAFCO.

ATTACHMENTS: Draft Resolution
LAFCO Letter dated February 14, 2017
Map

RESOLUTION NO. 17-XX
RESOLUTION OF THE BOARD OF DIRECTORS OF
VISTA IRRIGATION DISTRICT
SETTING TERMS AND CONDITIONS OF ANNEXATION
FOR CAROLE HALLER REORGANIZATION
(A Portion of APN 178-210-18, LN 2016-014, CF 500-367,
LAFCO REF NOS. RO16-18, SA16-18, DIV NO.5)

WHEREAS, a resolution petitioning the Local Agency Formation Commission (LAFCO) for a reorganization of territory including the annexation of a portion of a parcel into Vista Irrigation District (VID) and detachment from Vallecitos Water District (VWD) for water service; and

WHEREAS, San Diego LAFCO has requested terms and conditions of annexation for a vacant single-family parcel owned by Carole Ann Ross Haller Living Trust consisting of .57 acres.

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

1. The annexing land will enter VID with full water rights.
2. Payment of all County, State and District administrative and other related fees shall be paid by the owners. VID administrative fees shall be paid by the owners in the amount of \$2,089, payable at time of initiation of VID annexation proceedings (paid September 8, 2016).
3. Payment of an annexation fee which includes Imported Water Entitlement in the amount of \$6,851 per gross acre ($\$6,851 \times .57/\text{ac} = \$3,905$ Total) shall be paid by the owners payable at time of VID annexation proceedings (paid September 8, 2016).
4. The owners shall execute
 - a. An Assignment of Water rights in favor of VID covering, in general, the right to the delivery of water from the local water supply owned by VID; and
 - b. An Imported Water Entitlement document.
5. No application for permanent water service shall be accepted until the LAFCO annexation is finalized.
6. Completion of detachment procedures with VWD prior to final annexation with VID.
7. After annexation, VID does not guarantee that potable water service will be available to the annexing territory at the time it is requested. No commitment for water service is made to the property as a result of this annexation.

PASSED AND ADOPTED by the Board of Directors for the Vista Irrigation District this 15th day of March, 2017.

AYES:
NOES:
ABSTAIN:
ABSENT:

Marty Miller, President

ATTEST:

Lisa Soto, Secretary
Board of Directors
VISTA IRRIGATION DISTRICT

RECEIVED

FEB 21 2017



9335 Hazard Way, Suite 200, San Diego, CA 92123
(619) 614-7755 • FAX (619) 614-7766

San Diego Local Agency Formation Commission

Website: www.sdlafco.org

Chairman

Sam Abed
Mayor
City of Escondido

February 14, 2017

Vice Chairwoman

Jo MacKenzie
Vista Irrigation District

TO: Subject and Affected Agencies and Interested Parties

FROM: Executive Officer
Local Agency Formation Commission

Members

Bill Horn
County Board of
Supervisors

SUBJECT: "Carole Haller Reorganization" (Vista Irrigation District)
(Ref. Nos.: RO16-18; SA16-18)

Dianne Jacob
County Board of
Supervisors

The above-referenced proposal has been submitted to the Local Agency Formation Commission (LAFCO) for review and recommendation.

Andrew Vanderlaan
Public Member

To assist the Commission's staff in analyzing this proposal, your comments would be appreciated by February 28, 2017. Please comment on any aspects or possible effects of this proposal that you may feel are relevant.

Lorie Zapf
Councilmember
City of San Diego

Subject agencies are requested to prepare and submit any terms and conditions to LAFCO as soon as possible.

Vacant
City Member

A copy of the preliminary staff report and the map for the territory involved are attached for your reference. If you have any further questions, please contact the staffperson indicated below.

Ed Sprague
Olivenhain Municipal
Water District

Alternate Members

Greg Cox
County Board of
Supervisors

MICHAEL D. OTT
Executive Officer

Chris Cate
Councilmember
City of San Diego

By: Joe Serrano
Local Governmental Analyst

Racquel Vasquez
Mayor
City of Lemon Grove

cc: w/attachments: Al Ducusin, Vista ID; Lisa Whitesell, Vallecitos WD; Elmer Alex, Buena SD; CSA No. 135; North County Cemetery District; Palomar Community College District; Resource Conservation District of Greater San Diego County; Tri-City Health Care District; Vista FPD; Vista Unified School District; North County Metro Community Planning Group (Twin Oaks); DPDS; Supervisor Horn; Kenneth Gheysar; Robert McKinley, Prestige Properties, Inc.

Harry Mathis
Public Member

Judy Hanson
Leucadia Wastewater
District

MS City 980
SANDAG/Susan Baldwin
Committee on School District Organization
c/o San Diego County Board of Education
Planning and Development Services/GIS Melanie Casey (O650)

Executive Officer

Michael D. Ott

Legal Counsel

Michael G. Colantuono

**SAN DIEGO LAFCO
PRELIMINARY STAFF REPORT**

Title of Proposal: "Carole Haller Reorganization" (Vista Irrigation District)
Ref. Nos: RO16-18; SA16-18
APN: 178-210-18
Date Rec'd by LAFCO: 11/21/16
Submitted by: Petition
Subject Agencies: Vallecitos Water District; Vista Irrigation District
Analyst: Joe Serrano

Sphere Adoption/Amendment: Yes
Contractual Service Agreement: No

Description/Justification: Proposed by petition of the property owner is a reorganization of a parcel (APN: 178-210-18) totaling approximately .50-acre. The single parcel is currently split between Vista Irrigation District (ID) and Vallecitos Water District (WD). The proposed reorganization involves the annexation of the subject territory to the Vista ID for the provision of water services and a concurrent detachment of the subject territory from the Vallecitos WD.

Existing Vista ID infrastructure is in close proximity to the subject territory. In order to process the annexation to Vista ID, the District has required detachment from Vallecitos WD as a condition of the provision of water service to the subject territory. The proposed reorganization area is not located within Vista ID's adopted sphere of influence; therefore, a sphere amendment is required.

If approved, the proposed reorganization will detach the .50-acre from Vallecitos Water District and will no longer be within a wastewater service area. The portion of the parcel within Vista Irrigation District is already located within Buena Sanitation District (SD). Representatives of Buena SD support the inclusion of the entire parcel within their jurisdiction. However, the applicant has expressed no interest in annexation at this time. Therefore, an additional proposal for sewer service will be required if the landowner wishes to connect to Buena SD's sewer line in the future.

The area is surrounded by open space and agriculture. It will continue to receive fire protection services from Vista Fire Protection District. Both affected agencies (Vallecitos WD and Vista ID) are aware of the proposal and have provided the applicant with associated fees to complete the reorganization upon LAFCO approval. The Board of Supervisors has adopted a *Master Property Tax Exchange Resolution for Annexation and Detachments involving Enterprise Districts* that will govern any transfer of property taxes associated with these jurisdictional changes.

General Plan/Zoning: County of San Diego General Plan: North County Metropolitan Subregional Plan Area (Twin Oaks Community): Semi-Rural Residential (SR-1; 1 unit per 1, 2 or 4 gross acres); County of San Diego zoning: Agricultural (A-70; limited agriculture)

Location: The proposed reorganization area is north of Buena Creek Road; east of Foothill Drive; south of El Paso Alto; and west of Blue Bird Canyon Trail.

Environmental Review: The project site is exempt from CEQA review pursuant to Section 15319(b) because the proposal area involves annexation of individual small parcels of the minimum size for facilities exempted by Section 15303.

Tax Negotiations: MEDR, subject to confirmation by the County of San Diego DPDS.

Referrals: Al Ducusin, Vista Irrigation District; Lisa Whitesell, Vallecitos Water District; Elmer Alex, Buena Sanitation District; County Service Area No. 135; North County Cemetery District; Palomar Community College District; Resource Conservation District of Greater San Diego County; Tri-City Health Care District; Vista Fire Protection District; Vista Unified School District; North County Metro Community Planning Group (Twin Oaks); County of San Diego DPDS; Supervisor Bill Horn (5th District); Kenneth Gheysar; Robert McKinley, Prestige Properties, Inc.

Terms and Conditions: Payment by the property owner of all Vista ID application and annexation fees, connection costs, State Board of Equalization fees, Vallecitos WD detachment fees, and LAFCO processing fees.

Public Hearing: Yes

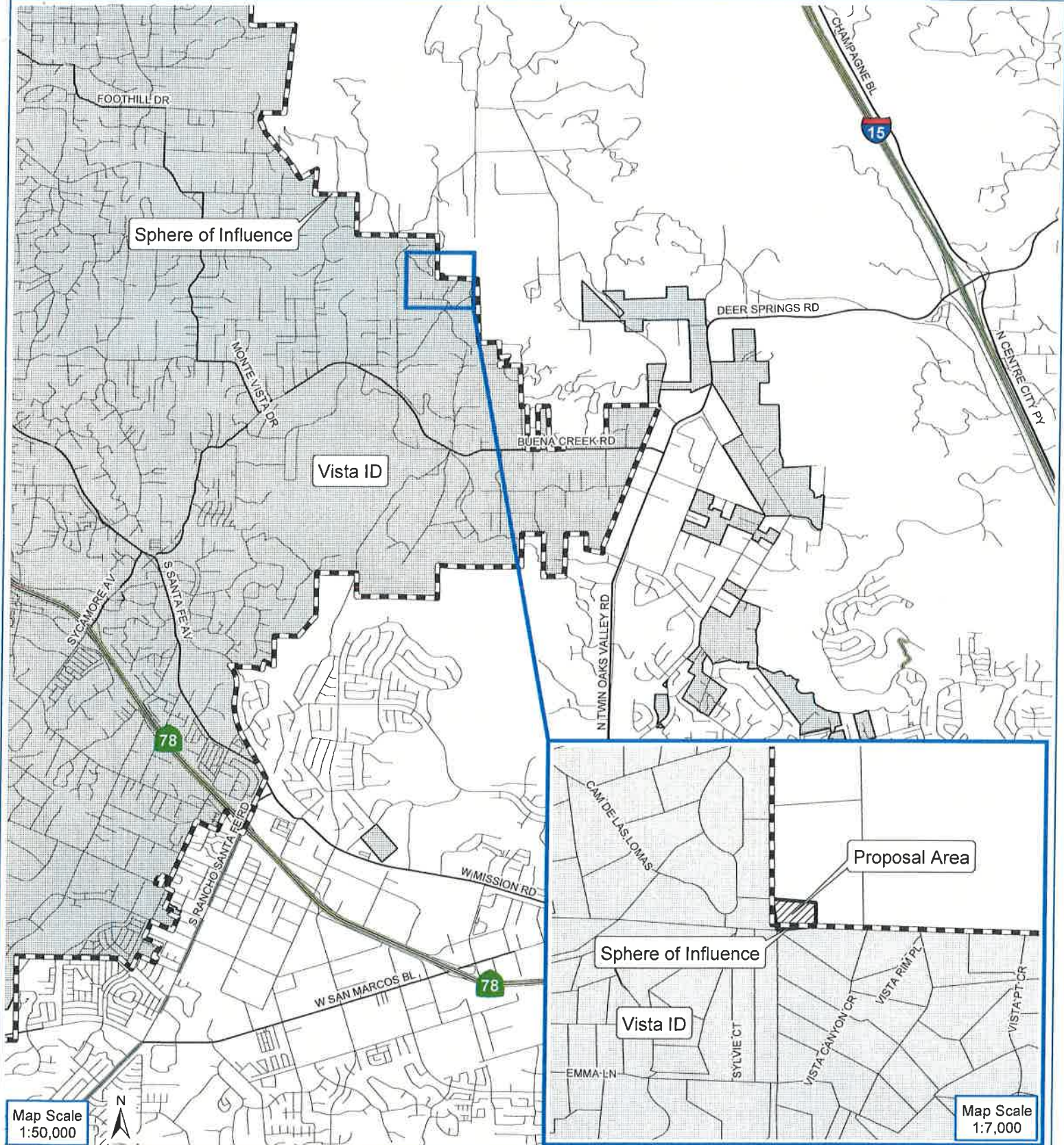
Fee Amt: \$7,980

Date Fee Ltr Sent: N/A

Date Paid: 02/14/17




Date Status Letter Sent: 12/09/16 (Incomplete)
02/14/17 (Complete)

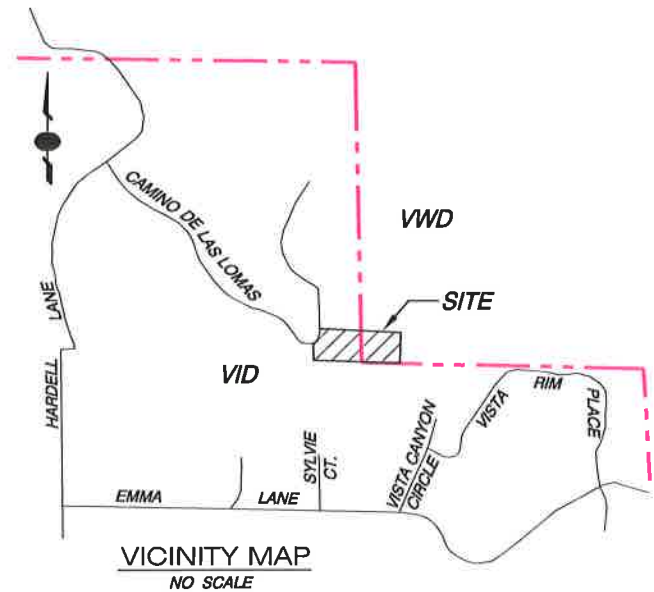
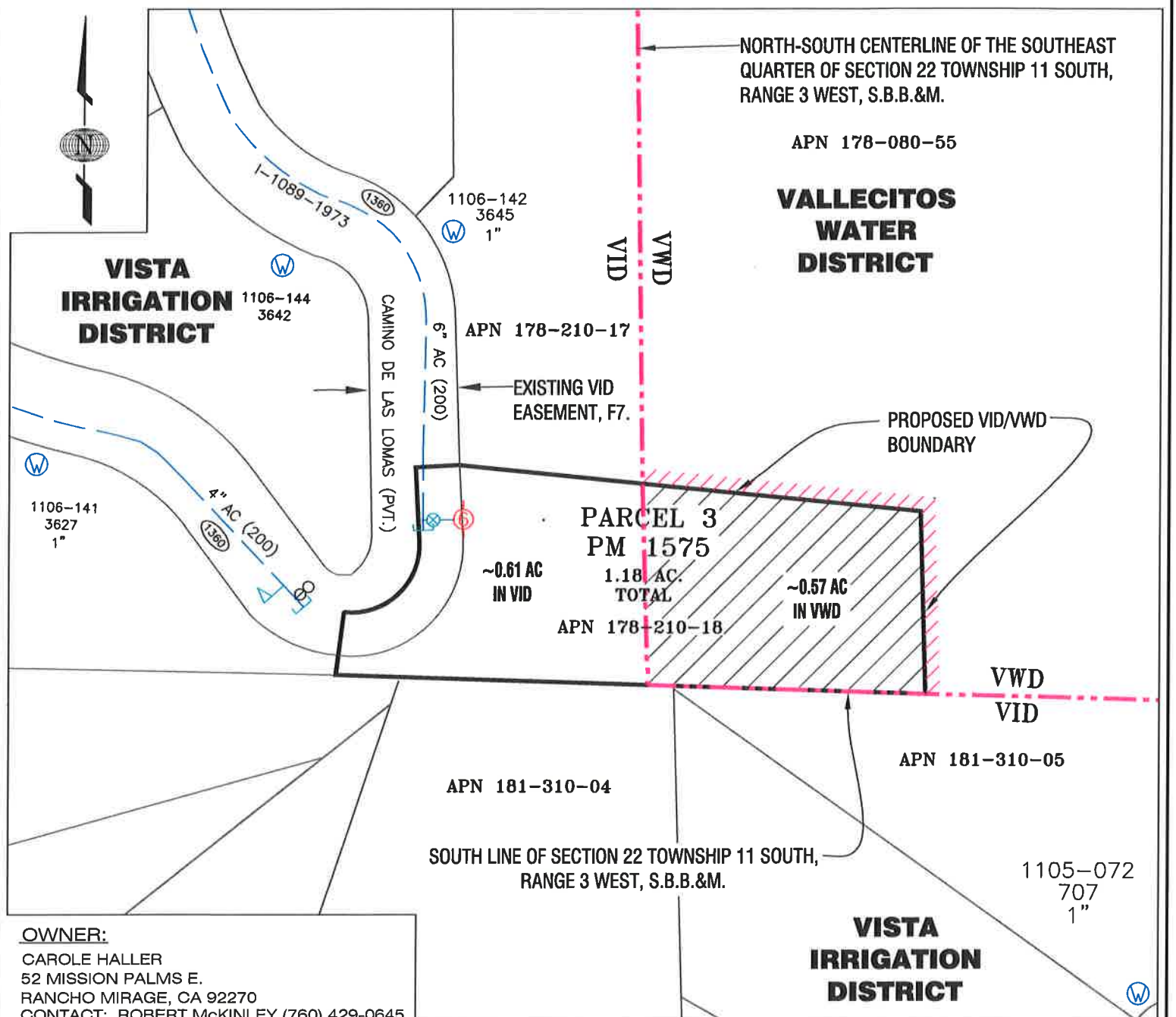
Date File Opened: 02/14/17



RO16-18; SA16-18

PROPOSED "CAROLE HALLER REORGANIZATION" TO THE VISTA IRRIGATION DISTRICT

-  Proposal Area
-  Vista ID
-  Sphere of Influence



VISTA IRRIGATION DISTRICT			
CAROLE HALLER			
REORGANIZATION			
APN	178-210-18	T.B.	1088-F7
SCALE	NOT TO SCALE	L.N.	2016-014
APPD. BY	MS	DATE	3/7/17
DRAWN BY	M.S.	DATE	3/2/17
SHEET	1 OF 1	MAP	L14
REVISED			500-367
PATH Z:\Engineering\JOBS_LN JOBS\LN2016-014\CAD DRAWINGS			



STAFF REPORT

Agenda Item: 6.C

Board Meeting Date: March 15, 2017
Prepared By: Al Ducusin
Reviewed By: Brian Smith
Approved By: Eldon Boone

SUBJECT: APPROVAL OF EASEMENT DEED

RECOMMENDATION: Approve an Easement Deed to assign to the City of Vista sewer access rights over Vista Irrigation District's Grant of Right of Way (SL8) located at 587 and 591 Grapevine Court (Private Road), Vista (LN 2017-014; APNs 162-232-59 and -61; DIV NO 2).

PRIOR BOARD ACTION: The Board accepted Grant of Right of Way (SL8) on November 5, 1980.

FISCAL IMPACT: None.

SUMMARY: Vista Irrigation District (VID) has an existing 20-foot specific water easement over Assessor Parcel Numbers (APNs) 162-232-59 and -61 via Grant of Right of Way (SL8) recorded on November 20, 1980. This easement requires that no other easements shall be granted without the written consent of VID.

The approval of this Easement Deed will assign City of Vista (City) sewer easement rights over VID's existing 20-foot specific easement located at 587 and 591 Grapevine Court (Private Road).

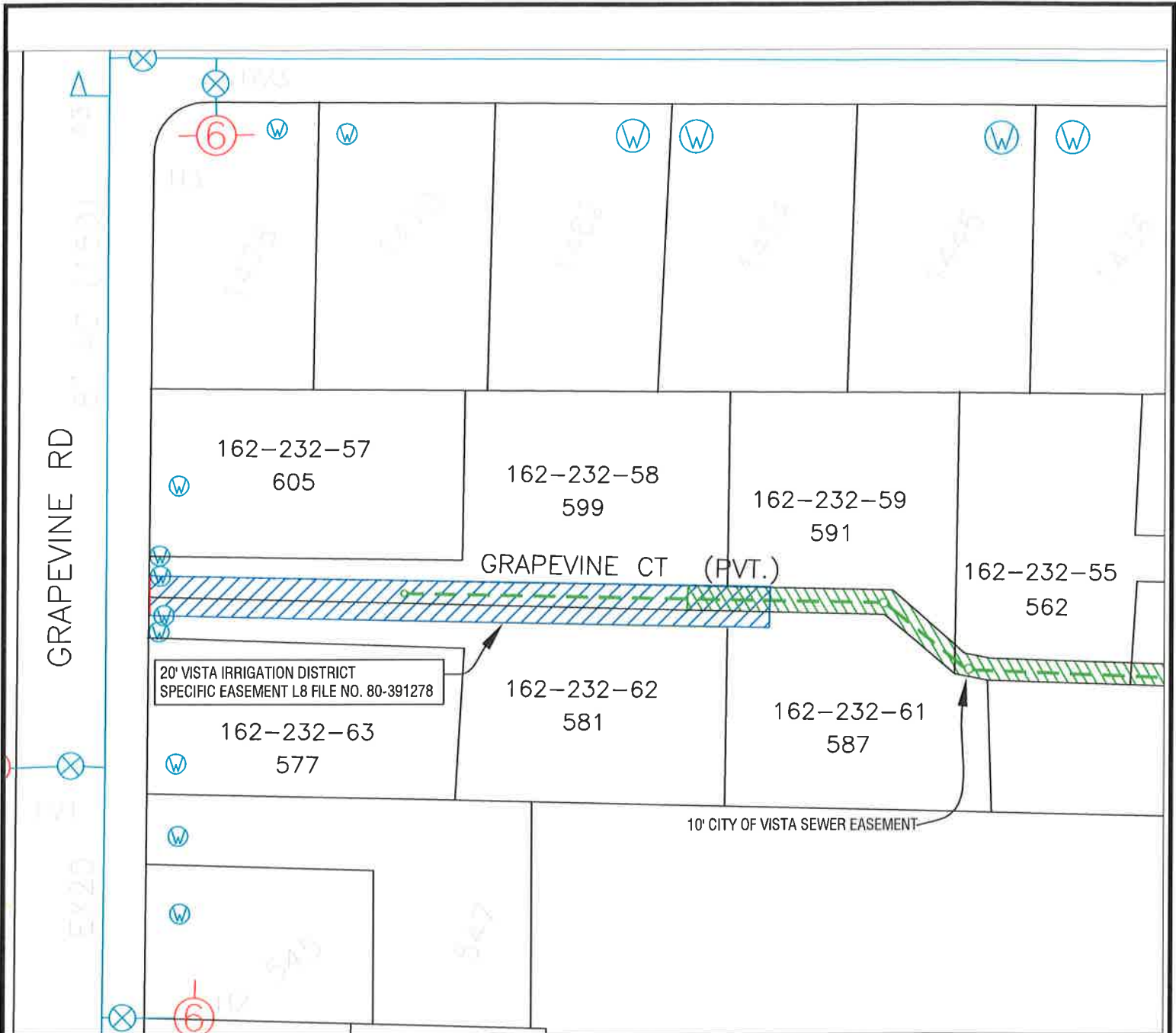
DETAILED REPORT: In 1980, a 20-foot wide specific easement was granted to VID as part of a development on Grapevine Court. Due to the final configuration of the lots, all water meters for the development were installed on Grapevine Road and a water main extension was not installed within VID's easement along Grapevine Court.

The City has an existing sewer line within VID's easement area; however, City staff recently discovered that there is no sewer or access easement over this area. Therefore, the City has requested that VID grant City access rights to their existing sewer facilities under the attached Easement Deed, which was prepared by the City Attorney. VID's legal counsel has reviewed the proposed Easement Deed and concurs that VID has the implied power to assign all or part of its rights under the easement granted to it.

VID staff also requested and received acknowledgments from the two underlying property owners accepting this agreement between VID and the City.

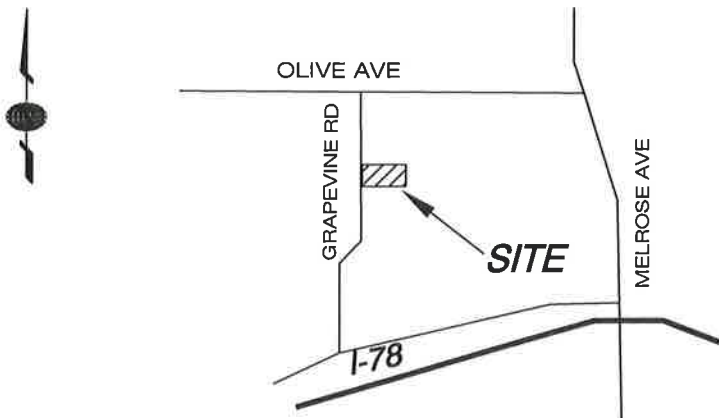
Staff does not anticipate any present or future conflict within VID facilities; therefore, it is recommended that the Board approve the Easement Deed.

ATTACHMENTS: Map
Easement Deed



 20' EASEMENT GRANTED TO VISTA IRRIGATION DISTRICT AS FILE NO. 80-391278 RECORDED NOVEMBER 20, 1980.

 EXISTING 10' CITY OF VISTA SEWER EASEMENT



VICINITY MAP
NO SCALE

VISTA IRRIGATION DISTRICT

**CITY OF VISTA
EASEMENT DEED**

APN	162-232-59; 162-232-61	T.B.	1087-F6
SCALE	NO SCALE	L.N.	2017-014
APPD. BY	<i>J.V.</i>	DATE	<i>3/6/17</i>
DRAWN BY	J.V.	DATE	12/17/2015
SHEET	1 OF 1	MAP	B14;3
REVISED:	3/6/17 Jay Vittachi		
PATH:			

W.O.

RECORDING REQUESTED BY:
CITY OF VISTA

AFTER RECORDING, PLEASE
MAIL THIS INSTRUMENT TO:

**CITY OF VISTA
200 CIVIC CENTER DRIVE
VISTA, CA 92084
ATTN: CITY CLERK**

Fee Exempt Pursuant to Gov. Code Section 27383

DTT: \$0.00; R&TC § 11922, Conveyance to Government Agency; Signed: 

**EASEMENT DEED
CITY OF VISTA
EASEMENT FOR SEWER LINES, APPURTENANCES, AND ACCESS**

APN: 162-232-59 and 162-232-61 — Easement is within an existing, private street

FOR A VALUABLE CONSIDERATION RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED:

VISTA IRRIGATION DISTRICT, a California special district ("Grantor"), does hereby assign to the **CITY OF VISTA**, a chartered municipal corporation ("Grantee"), pursuant to, in accordance with, and subject to all of the terms and conditions of, that certain easement and Grant of Right of Way from Jerzy Lewak, et al, to Grantee, recorded on November 20, 1980, as File No. 80-391278, of the Official Records of San Diego County, a concurrent, non-exclusive perpetual easement and right-of-way for the installation, construction, operation, maintenance, repair and replacement, reinstallation of pipes and sewer pipelines, mains, manholes, sewer lateral pipes and pipelines, and all structures incidental thereto ("Sewer Facilities"), upon, through, under, over, and across that certain real property in the City of Vista, County of San Diego, State of California, described in Exhibit "A" and shown for illustration purposes on Exhibit "B" as both are attached hereto and by this reference herein incorporated (the "Easement").

TOGETHER with the right of ingress and egress along the herein described easement with the right, but not the obligation, to construct and maintain an access road within said easement, and all structures incidental thereto, for the purpose of installing, constructing, operating, maintaining, repairing, replacing the Sewer Facilities within the Easement.

Grantee use of the Easement shall not interfere with nor be detrimental to the use of said easement by Grantor, if any.

Grantee shall indemnify, defend and hold Grantor harmless from and against all losses, damages, or expenses that Grantor may sustain or become liable for that result from the construction or maintenance of Grantee's facilities and all fixtures and equipment in connection therewith. Such indemnification shall include any losses, damages, or expenses arising solely out of negligence or intentional acts of Grantee but excepting any losses, damages, or expenses resulting from the negligent or intentional acts of the Grantor and third parties.

All documents referenced as exhibits in this document are incorporated herein.

This Easement Deed is dated for reference purposes as of October 19, 2016.

[Signatures continued on page 2.]

“Grantee”

CITY OF VISTA, a chartered municipal corporation

ACCEPTANCE: THIS IS TO CERTIFY that the interest in real property conveyed by this document from **VISTA IRRIGATION DISTRICT**, a California special district, is hereby accepted by the undersigned officer on behalf of the City of Vista pursuant to authority confirmed by Resolution No. 93-51 of the City Council adopted on May 11, 1993, and the Grantee consents to the recordation thereof by its duly authorized officer.

By: 
GREG MAYER, CITY ENGINEER

ATTEST:
KATHY VALDEZ, CITY CLERK

By: 

APPROVED AS TO FORM:
DAROLD PIEPER, CITY ATTORNEY

By: 

APPROVED
Darold Pieper
20161012171212

“Grantor”

VISTA IRRIGATION DISTRICT, a California special district

By: _____

NAME/TITLE

By: _____

NAME/TITLE

(When signing as Corporation necessary signatures are President OR Vice President AND Secretary OR Assistant Secretary.)

NOTE: A CALIFORNIA ALL PURPOSE NOTARY
ACKNOWLEDGMENT MUST BE ATTACHED FOR ALL
SIGNATURES ABOVE

EXHIBIT A

That portion of Lot 5, Block 7 of Vista Farms Subdivision, in the City of Vista, County of San Diego, State of California, according to Map thereof No. 1894, filed in the Office of the County Recorder of San Diego County, March 18, 1926, being more particularly described as follows:

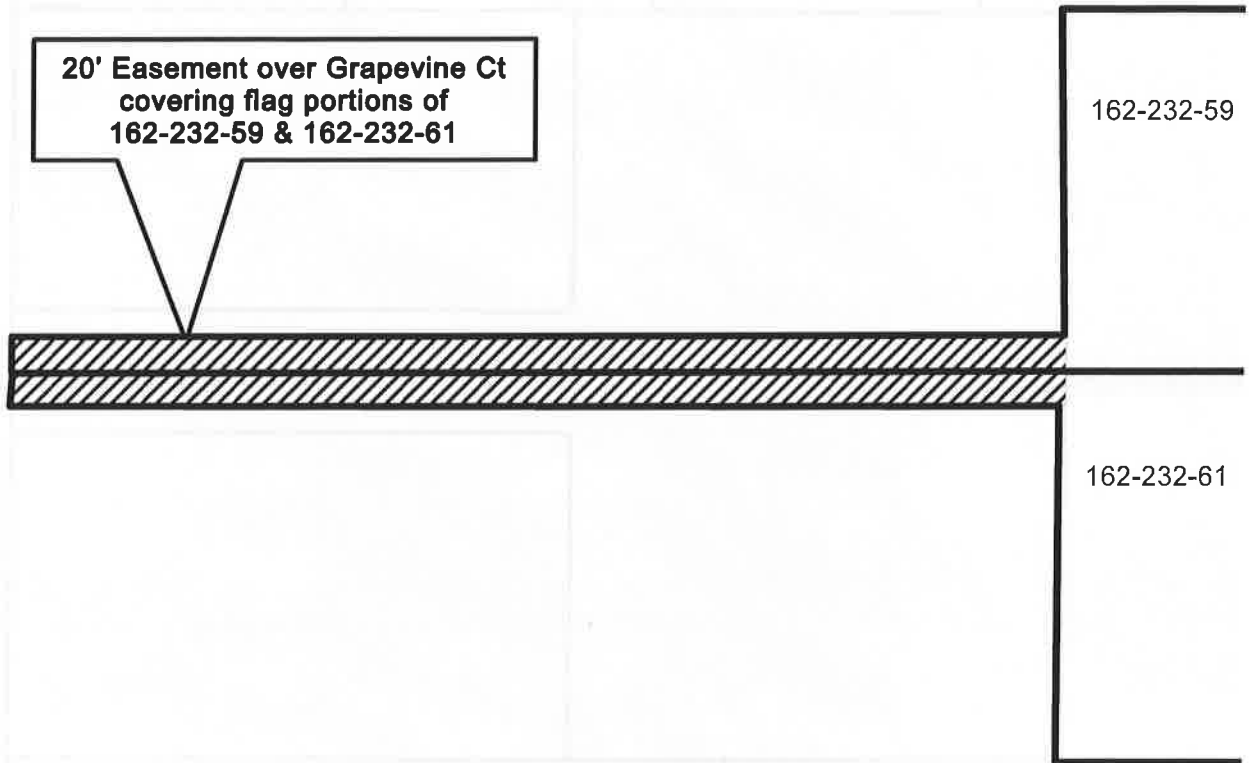
Beginning at the Southwest corner of Lot 63 of Galaxy Homes, Map No. 4746, filed in the Office of said County Recorder on April 19, 1961, also being the TRUE POINT OF BEGINNING; thence North $0^{\circ}20'14''$ East 122.47 feet (record North $0^{\circ}00'006''$ East, 122.68 feet); thence North $89^{\circ}54'27''$ West, 362.63 feet, (record North $89^{\circ}58'17''$ West); thence South $0^{\circ}07'33''$ West 185.19 feet; thence South $89^{\circ}58'17''$ East, 360.80 feet; thence North $0^{\circ}00'06''$ East) to the TRUE POINT OF BEGINNING.

Said easement in the hereinabove described land lying 10 feet on each side of the following described centerline:

Commencing at the Northwest corner of said land; thence South $0^{\circ}07'33''$ West, 92.59 feet to the POINT OF BEGINNING; thence South $89^{\circ}58'17''$ East, 274.60 feet to the Easterly terminus of said centerline.

The Westerly limits of said easement to be prolonged or shortened so as to terminate on the Westerly boundary of said hereinabove described land.

EXHIBIT B





STAFF REPORT

Agenda Item: 6.D

Board Meeting Date: March 15, 2017
Prepared By: Frank Wolinski
Reviewed By: Don Smith
Approved By: Eldon Boone

SUBJECT: PAVING SERVICES

RECOMMENDATION: Authorize the General Manager to execute an agreement with Peters Paving & Grading, Inc. for paving services on Alessandro Trail and Vereda Barranca in the amount of \$76,478.

PRIOR BOARD ACTION: Approved as part of the Fiscal Year 2017 Budget (Capital Item 17-02).

FISCAL IMPACT: \$76,478

SUMMARY: The District solicited bids from seven contractors for final asphalt repairs for this project. Four bids were received. Peters Paving & Grading, Inc. responded with the lowest bid.

DETAILED REPORT: District staff installed approximately 2,500 feet of 8" PVC pipe on Alessandro Trail and Vereda Barranca. This project replaced 2,300 feet of Nipponite pipe. Bids were solicited for approximately 20,000 square feet of asphalt repair work on this job and the results are as follows:

- Peters Paving & Grading, Inc. \$76,478
- Joe's Paving, Inc. \$77,840
- Southland Paving, Inc. \$91,038
- SealRight Paving, Inc. \$92,178



Cash Disbursement Report

Payment Dates 02/16/2017 - 03/01/2017

Payment Number	Payment Date	Vendor	Description	Amount
55443	02/22/2017	ACWA/JPIA	Medical & Dental Ins 03/2017 - Cobra	69.09
	02/22/2017		Medical & Dental Ins 03/2017 - Cobra	69.09
	02/22/2017		Medical & Dental Ins 03/2017 - Cobra	69.09
	02/22/2017		Medical & Dental Insurance 03/2017 - Employees	160,378.48
	02/22/2017		Medical & Dental Insurance 03/2017 - Retirees	33,758.39
	02/22/2017		Medical & Dental Insurance 03/2017 - R Reznicek	(2,357.83)
	02/22/2017		Medical & Dental Insurance 03/2017 - R Vasquez	1,462.29
	02/22/2017		Medical & Dental Insurance 03/2017 - M Miller	1,731.63
	02/22/2017		Medical & Dental Insurance 03/2017 - P Dorey	1,462.29
	02/22/2017		Medical & Dental Insurance 03/2017 - J MacKenzie	1,731.63
55444	02/22/2017	Adco Underground Services	Potholing - Suemark Lane	1,320.00
55445	02/22/2017	Alignment Plus	Install Eccentrics & Align - Truck 21	478.88
55446	02/22/2017	Best Best & Krieger LLP	Legal Services 01/2017	675.00
55447	02/22/2017	BHA Inc	Surveying & Mapping 01/2017 - Pechstein Reservoir	82.50
	02/22/2017		Henshaw Dam Survey 01/2017	2,000.00
55448	02/22/2017	Boot World Inc	Footwear Program	155.26
55449	02/22/2017	CDW Government Inc	Projector Bulb	191.17
55450	02/22/2017	Cecilia's Safety Service Inc	Traffic Control - Bella Vista Dr	850.00
	02/22/2017		Traffic Control - Olive Ave/Granada Ave	1,520.00
	02/22/2017		Traffic Control - Sycamore Ave	665.00
	02/22/2017		Traffic Control - Olive Ave	680.00
	02/22/2017		Traffic Control - Mulley Way/Phillips St	1,190.00
	02/22/2017		Traffic Control - Knob Hill Rd/Deavers Dr	1,520.00
	02/22/2017		Traffic Control - Woodland Dr/Manzanita Ct	680.00
55451	02/22/2017	Chris Weatherwax	Reimburse/SCADA Monitor	205.15
55452	02/22/2017	Coastal Chlorination & Backflow	Chlorination of Water Main	378.00
55453	02/22/2017	CoreLogic Solutions Inc	CoreLogic RealQuest Service 01/2017	300.00
55455	02/22/2017	Diamond Environmental Services	Stationary/Portable Restroom Service	163.68
55456	02/22/2017	Digital Deployment, Inc	Website Hosting, Maintenance & Support 01/2017	300.00
55457	02/22/2017	Direct Energy	Electric 01/2017 - VID	1,345.64
	02/22/2017		Electric 01/2017 - Henshaw Well Field	9,758.43
	02/22/2017		Electric 01/2017 - T & D / Cathodic Protection	40.30
	02/22/2017		Electric 01/2017 - Reservoirs	11.39
	02/22/2017		Electric 01/2017 - Pump Stations	2,364.37
	02/22/2017		Electric 01/2017 - Treatment Plants	26.15

Payment Number	Payment Date	Vendor	Description	Amount
55458	02/22/2017	El Camino Rental	Concrete	162.38
55459	02/22/2017	Electrical Sales Inc	Electrical Receptacles, Enclosure	203.81
55460	02/22/2017	Ergo Works Inc	Ergonomic Supplies	134.08
55461	02/22/2017	Evoqua Water Technologies LLC	DI Bottle Service	248.54
55462	02/22/2017	FedEx	Express Shipping	54.04
55463	02/22/2017	Ferguson Waterworks	Claval Regulator Repair Parts	2,291.90
55464	02/22/2017	D.H. Maintenance Services	Janitorial Service 02/2017	1,850.00
55465	02/22/2017	GLC-(CA) Vista LLC	Solar Usage 01/2017	3,212.99
55466	02/22/2017	Glennie's Office Products Inc	Office Supplies	100.50
	02/22/2017		Office Supplies	149.26
55467	02/22/2017	Grainger	Hardhat Face Shield Bracket	14.76
55468	02/22/2017	Hach Company	Lab Supplies	790.63
55469	02/22/2017	Hawthorne Machinery Co	Cover Plate - B20	108.49
55470	02/22/2017	HD Supply Waterworks	Restraint	55.43
	02/22/2017		PVC Pipe (440)	2,451.86
55471	02/22/2017	HF Scientific Inc	CL2 / DPD for Colorimeters	633.52
55472	02/22/2017	Horton Knox Carter & Foote LLP	Legal 01/2017	43,912.50
55473	02/22/2017	InfoSend Inc	Mailing Service 1/21/17-1/31/17	1,179.23
	02/22/2017		Data Processing 1/21/17-1/31/17	459.17
	02/22/2017		Support & Storage 01/2017	1,122.57
55474	02/22/2017	Infrastructure Engineering Corporation	AB Line, Meyers Siphon Replacement 12/31/16-01/27/17	1,300.00
	02/22/2017		Shea Homes Flume Inspection 12/31/16-1/27/17	14,714.00
55475	02/22/2017	Iron Mountain Records Management	Offsite Data Storage	233.71
55476	02/22/2017	Jason Patterson	Tuition Reimbursement 02/2017	50.00
55477	02/22/2017	Jo MacKenzie	Reimburse/ACWA Legislative Committee Mtg 2/10/17	355.23
55478	02/22/2017	Joe's Paving	Paving - Various Locations	14,399.45
55479	02/22/2017	KEH & Associates, Inc	Pipeline Replacement Pre-Design 01/2017	4,403.80
55480	02/22/2017	Kimball Midwest	Grease Removal Spray, Air Brake Fittings	295.44
55481	02/22/2017	L.C. Paving & Sealing, Inc	Final Paving - Hilo Way	15,283.25
55482	02/22/2017	Leon Perrault Trucking & Materials	Trucking & Material 01/2017	7,509.38
55483	02/22/2017	Medical Eye Services	Vision Insurance 03/2017 - Employees	1,660.96
	02/22/2017		Vision Insurance 03/2017 - J MacKenzie	14.24
	02/22/2017		Vision Insurance 03/2017 - M Miller	14.24
	02/22/2017		Vision Insurance 03/2017 - P Dorey	14.24
	02/22/2017		Vision Insurance 03/2017 - R Vazquez	14.24
55484	02/22/2017	Michaels Store	Picture Framing	193.95
55485	02/22/2017	Moodys	Dump Fees (2)	400.00
	02/22/2017		Dump Fees (5)	1,000.00
	02/22/2017		Dump Fees (5)	1,000.00
55486	02/22/2017	Mutual of Omaha	LTD/STD/Life Insurance 03/2017	6,217.08

Payment Number	Payment Date	Vendor	Description	Amount
55487	02/22/2017	NAPA Auto Parts	Brake Rotors - Truck 34	63.86
	02/22/2017		Seat Cover - Truck 29	63.86
	02/22/2017		Filters, Mirrors, Air Tool, Oil, Spray Undercoat	71.25
	02/22/2017		Brake Pads - Truck 34	58.43
	02/22/2017		Steering Shock - Truck 1	45.45
	02/22/2017		Cross Bed Tool Box - Truck 74	205.12
55488	02/22/2017	North County Auto Parts	Turn Rotors - Truck 34	37.00
	02/22/2017		Protectant, Starting Fluid, Silicone Spray, Wire	102.85
	02/22/2017		Brake Pads - Truck 37	50.29
	02/22/2017		Rotors Turned - Truck 37	37.00
55489	02/22/2017	Toyota Carlsbad	Brake Pads - Truck 35	170.68
	02/22/2017		Spare Key & Programming - Truck 74	94.34
55490	02/22/2017	On Hold Marketing Systems	On-Hold Telephone Message	220.00
55491	02/22/2017	Opto 22	OPTO 22 SCADA Hardware	2,161.95
55492	02/22/2017	Pacific Pipeline Supply	3" Ball Valve - Truck 1	203.47
	02/22/2017		Tubing 2" Copper Soft (180)	2,381.07
	02/22/2017		End Cap	53.37
	02/22/2017		45 Degree Ell	107.49
55493	02/22/2017	Parkhouse Tire Inc	Tire/Mount/Road Call - Truck 52	479.71
	02/22/2017		Tire/Mount, Tube/Flat Repair	218.94
55494	02/22/2017	Pauley Equipment Rental Inc	Fuel Pump/Filter - M3	353.42
55495	02/22/2017	Ramco Petroleum	Fuel 01/2017	1,499.63
55496	02/22/2017	Sloan Electric Company	Station 12/ Pumps 2 & 3 Serviced	1,200.00
55497	02/22/2017	The San Diego Union-Tribune LLC	Recruitment Advertising	1,474.00
55498	02/22/2017	TS Industrial Supply	Ignition Coil	165.18
	02/22/2017		Hose Couplers, Mender, Fittings - Shop	32.91
	02/22/2017		Hose Reel Swivel Valve - Truck 28	175.75
55499	02/22/2017	Underground Service Alert of Southern California	Dig Alert New Tickets 01/2017	292.50
55500	02/22/2017	UniFirst Corporation	Uniform Service	339.61
55501	02/22/2017	Verizon Wireless	Air Cards 12/13/16 - 01/12/17	76.02
	02/22/2017		SCADA Remote Access	240.02
55502	02/22/2017	VG Donuts & Bakery Inc	Board Mtg 02/15/17	29.25
55503	02/22/2017	Vista Firestone Brake & Smog	Tire/Mounting, Power Sprayer Tube	220.14
55504	02/22/2017	Vista Lock & Safe Co	Key Copies (6) - Shop	33.03
55505	02/22/2017	Vulcan Materials Company and Affiliates	Cold Mix	1,977.64
55506-55508	02/22/2017	Refund Checks 55506-55508	Customer Refunds	2,509.36
55509	03/01/2017	ARC Ergonomics	Chair Repair	90.00
55510	03/01/2017	AT&T	Internet Service 02/2017	1,076.10
55511	03/01/2017		Web Security 02/2017	66.00
55512	03/01/2017		9391013680/Calnet 3 01/13/17-02/12/17	983.67

Payment Number	Payment Date	Vendor	Description	Amount
55513	03/01/2017	Boot World Inc	Footwear Program	155.14
55514	03/01/2017	CDW Government Inc	SMK-Link Rechargeable VP6155 Wireless Mouse	44.79
	03/01/2017		Microsoft Bluetooth Mobile Mouse 3600	33.33
55515	03/01/2017	760Print	Business Cards	500.12
55516	03/01/2017	City Of Escondido	Water Treatment Plant FY 2015/2016	677,066.00
55517	03/01/2017	County of San Diego	Hazmat Permit 2017	1,271.00
55518	03/01/2017	Craneworks Southwest Inc	Crane Inspection Log Books	43.10
55519	03/01/2017	DIRECTV	Direct TV Service	78.99
55520	03/01/2017	Downtown Ford Sales	2017 Ford F-250 Reg 4x2 Truck	32,215.29
	03/01/2017		2017 Ford F-250 Reg 4x2 Truck	32,215.29
55521	03/01/2017	Electrical Sales Inc	50 Amp Electrical Plug	49.13
55522	03/01/2017	ESRI Inc	ESRI Developer network Standard Term License	1,500.00
55523	03/01/2017	Glennie's Office Products Inc	Office Supplies	86.15
	03/01/2017		Office Supplies	44.11
55524	03/01/2017	Grainger	Rubber Electrical Gloves	217.73
	03/01/2017		4X3" Hinges (6)	(152.56)
55525	03/01/2017	HD Supply Waterworks	End Cap	40.68
55526	03/01/2017	Joe's Paving	Final Paving- Alessandro Trail & Lane	65,428.00
	03/01/2017		Paving & Seal - Estrelita Dr	3,840.00
	03/01/2017		Paving 02/08/17 - Various Locations	2,591.40
55527	03/01/2017	Ken Grody Ford Carlsbad	Door Hinge Stop - Truck 61	43.82
55528	03/01/2017	Liebert Cassidy Whitmore	Legal 01/2017	560.00
55529	03/01/2017	Moodys	Dump Fees (4)	800.00
55530	03/01/2017	North County Auto Parts	Toyota Brake Hardware - Shop	18.23
	03/01/2017		Brake Hardware Kit - Truck 35	18.23
	03/01/2017		Turn Brake Rotors - Truck 35	37.00
	03/01/2017		Wiper Blades, Mirror	44.83
55531	03/01/2017	Pacific Pipeline Supply	6" & 8" Caps	136.86
55532	03/01/2017	Parkhouse Tire Inc	Road Call/Mount Tire - B21	215.95
55533	03/01/2017	Pool & Electrical Products Inc	Chlorine	8.77
55534	03/01/2017	San Diego Gas & Electric	Electric 02/2017 - Ranch House	24.93
	03/01/2017		Electric 01/2017 - Cathodic Protection & T&D	173.84
	03/01/2017		Electric 01/2017 - Reservoirs	85.54
	03/01/2017		Electric 01/2017 - Pump Stations	7,881.33
	03/01/2017		Electric 01/2017 - Plants	84.24
55535	03/01/2017	Sheri Casto	Reissue Check	646.00
55536	03/01/2017	Sunrise Materials Inc	Mortar	32.31
55537	03/01/2017	TS Industrial Supply	Cooler Rack - Truck 74	52.86
55538	03/01/2017	UniFirst Corporation	Uniform Service	356.18
55539	03/01/2017	Verizon Wireless	Air Cards 01/13/17-02/12/17	76.02

Payment Number	Payment Date	Vendor	Description	Amount
	03/01/2017		Cell Phones 01/16/17-02/15/17	1,276.66
55540	03/01/2017	Video Fact Documentation Service	Preconstruction Video - Plumosa Ave & Mimosa Ave	450.00
55541	03/01/2017	Volt	Temporary Service PE 02/05/17	291.68
55542	03/01/2017	Weseloh Chevrolet	Steering Wheel, Cap - Truck 51	239.54
	03/01/2017		Horn Pad - Truck 51	(47.68)
55543-55546	03/01/2017	Refund Checks 55543-55546	Customer Refunds	5,282.68
Grand Total:				1,209,201.81



STAFF REPORT

Agenda Item: 7

Board Meeting Date: March 15, 2017
Prepared By: Marlene Kelleher
Reviewed By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: FINANCIAL REPORT FOR THE SIX MONTHS ENDED DECEMBER 31, 2016

RECOMMENDATION: Informational report concerning the financial condition of the District. No action will be required.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: Attached for review by the Board of Directors is the Financial Report for the Six Months Ended December 31, 2016. This report includes the following items:

FINANCIAL STATEMENTS

- Statements of Net Position
- Statements of Revenues, Expenses and Changes in Net Position

SPECIAL REPORTS

- Water Statistics Budget Comparison
- Revenue and Expense Budget Comparison
- Capital Outlay Comparison
- Property Revenues
- Legal Expenses

The District’s financial position improved during this six month period. Overall, the District experienced a \$4.5 million operating gain, which is an increase from the \$2.7 million operating gain for the same six month period in the previous year.

The budget reports compare the actual results for the six month period ended December 31, 2016 with the *annual* budgeted amounts approved by the Board.

DETAILED REPORT: See attached Financial Report for the Six Months Ended December 31, 2016.

The District’s reserves on December 31, 2016 were as follows:

Emergency and Contingency	\$ 8,000,000
Working Capital	8,000,000
Ranch	125,919
Capital Improvement	<u>9,334,166</u>
Total Reserves	<u>\$25,460,085</u>

ATTACHMENT: Financial Report for the Six Months Ended December 31, 2016



FINANCIAL REPORT
For the Six Months Ended
December 31, 2016

(UNAUDITED)

VISTA IRRIGATION DISTRICT

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FINANCIAL STATEMENTS

VISTA IRRIGATION DISTRICT

STATEMENTS OF NET POSITION December 31, 2016 and June 30, 2016

ASSETS	12/31/16	6/30/16
Current Assets:		
Cash and cash equivalents	\$ 15,079,018	\$ 9,860,788
Investments	17,945,412	19,464,400
Accounts receivable, net	8,314,954	7,322,618
Taxes receivable	62,475	38,701
Accrued interest receivable	15,917	12,755
Inventories of materials and supplies	627,773	443,284
Prepaid expenses and other current assets	365,776	130,902
Total Current Assets	<u>42,411,325</u>	<u>37,273,448</u>
Noncurrent Assets:		
Capital assets:		
Depreciable assets, net of accumulated depreciation:		
Buildings, canals, pipelines, reservoirs and dams	73,834,808	73,835,413
Equipment	1,752,266	1,585,894
Henshaw pumping project	411,516	432,342
Nondepreciable assets:		
Land, franchises and water rights	6,001,127	6,001,127
Construction in progress	4,287,498	2,695,476
Total capital assets	<u>86,287,215</u>	<u>84,550,252</u>
Long-term prepaid expenses	4,026,847	4,026,847
Total Noncurrent Assets	<u>90,314,062</u>	<u>88,577,099</u>
Total Assets	<u>132,725,387</u>	<u>125,850,547</u>
DEFERRED OUTFLOWS OF RESOURCES		
Pension related	<u>9,778,045</u>	<u>9,778,045</u>
Total Deferred Outflows of Resources	<u>9,778,045</u>	<u>9,778,045</u>
LIABILITIES		
Current Liabilities:		
Accounts payable	4,527,618	\$ 4,561,766
Deposits	1,032,738	613,318
Accrued expenses and other liabilities	2,699,989	1,843,941
Total Current Liabilities	<u>8,260,345</u>	<u>7,019,025</u>
Noncurrent Liabilities:		
Claims payable	4,395,941	4,329,271
Net pension liability	15,723,785	15,723,785
Total Noncurrent Liabilities	<u>20,119,726</u>	<u>20,053,056</u>
Total Liabilities	<u>28,380,071</u>	<u>27,072,081</u>
DEFERRED INFLOWS OF RESOURCES		
Pension related	<u>2,376,061</u>	<u>2,376,061</u>
Total Deferred Inflows of Resources	<u>2,376,061</u>	<u>2,376,061</u>
NET POSITION		
Net investment in capital assets	86,287,215	84,550,252
Unrestricted	25,460,085	21,630,198
Total Net Position	<u>\$ 111,747,300</u>	<u>\$ 106,180,450</u>

VISTA IRRIGATION DISTRICT

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION Six Months Ended December 31, 2016 and Year Ended June 30, 2016

	12/31/16	6/30/16
OPERATING REVENUES		
Water sales	\$ 26,218,021	\$ 41,239,946
System fees	773,235	622,039
Property rentals	370,888	718,075
Other services	287,375	657,891
Total Operating Revenues	<u>27,649,519</u>	<u>43,237,951</u>
OPERATING EXPENSES		
Purchased water	11,599,167	18,721,053
Wages and benefits	6,633,821	11,870,598
Contractual services	2,341,931	4,125,191
Depreciation	1,339,496	2,581,311
Supplies	687,624	1,396,166
Professional fees	403,203	700,489
Power	314,385	656,238
Insurance	244,132	531,811
Office and general	216,845	489,547
Communications	27,871	49,845
Uncollectible accounts	13,324	46,789
Burden allocation	(646,081)	(1,255,779)
Total Operating Expenses	<u>23,175,718</u>	<u>39,913,259</u>
Operating Income	<u>4,473,801</u>	<u>3,324,692</u>
NONOPERATING REVENUES (EXPENSES)		
Property taxes	163,004	384,960
Investment income	64,677	129,591
Gain/(Loss) on disposal of capital assets	6,445	(16,209)
Legal settlement	(66,671)	(83,905)
Total Nonoperating Revenues	<u>167,455</u>	<u>414,437</u>
Income Before Contributed Capital	4,641,256	3,739,129
Contributed capital	925,594	165,021
Change in Net Position	<u>5,566,850</u>	<u>3,904,150</u>
Total Net Position - beginning	<u>106,180,450</u>	<u>102,276,300</u>
Total Net Position - ending	<u>\$ 111,747,300</u>	<u>\$ 106,180,450</u>



SPECIAL REPORTS

VISTA IRRIGATION DISTRICT

WATER STATISTICS BUDGET COMPARISON Six Months Ended December 31, 2016 (In Acre Feet)

	Actual	Budget	Percentage of Budget
WATER SOURCES:			
Water Purchases	8,711	11,259	77%
Local Water	<u>858</u>	<u>4,641</u>	18%
Total Water Sources	<u><u>9,569</u></u>	<u><u>15,900</u></u>	60%
 WATER SALES	 <u><u>9,062</u></u>	 <u><u>15,100</u></u>	 60%

VISTA IRRIGATION DISTRICT

REVENUE AND EXPENSE BUDGET COMPARISON Six Months Ended December 31, 2016

	Actual	Budget	Percentage of Budget
OPERATING REVENUES			
Water sales:			
Single family	\$ 8,364,659	\$ 13,782,000	61%
Multiple family	2,703,235	4,956,000	55%
Irrigation	2,321,592	3,051,000	76%
Commercial	1,144,073	2,089,000	55%
Agricultural	1,113,800	1,950,000	57%
Industrial	600,013	1,066,000	56%
Mobile homes	345,885	688,000	50%
Government	415,927	513,000	81%
Contract water	7,506	58,000	13%
Unmetered	4,214	5,000	84%
Service charges	9,197,117	16,168,000	57%
Subtotal water sales	<u>26,218,021</u>	<u>44,326,000</u>	
System fees:			
Capacity	762,545	800,000	95%
Connection	6,512	150,000	4%
Annexation and detachments	4,178	-	-
Subtotal system fees	<u>773,235</u>	<u>950,000</u>	
Property rentals	370,888	691,000	54%
Other services:			
Non construction services	104,843	250,500	42%
New installations	182,532	250,000	73%
Subtotal other services	<u>287,375</u>	<u>500,500</u>	
Total Operating Revenues	<u>27,649,519</u>	<u>46,467,500</u>	60%
OPERATING EXPENSES			
Purchased water	11,599,167	16,282,500	71%
Wages and benefits:			
Salaries	3,875,088	8,046,000	48%
PERS retirement	1,235,237	1,822,000	68%
Employee health insurance	855,564	1,794,000	48%
FICA & medicare	276,709	580,000	48%
Retiree medical insurance	192,503	460,000	42%
Workers compensation	105,486	240,000	44%
Deferred compensation plan	34,978	95,000	37%
Life and disability insurance	37,601	75,000	50%
Uniforms	15,383	30,000	51%
Unemployment insurance	-	5,000	0%
Tuition reimbursement	2,335	3,000	78%
EAP counseling	2,937	2,800	105%
Subtotal wages and benefits	<u>6,633,821</u>	<u>13,152,800</u>	

VISTA IRRIGATION DISTRICT

REVENUE AND EXPENSE BUDGET COMPARISON Six Months Ended December 31, 2016

	Actual	Budget	Percentage of Budget
Contractual services	2,341,931	4,582,500	51%
Depreciation	1,339,496	2,652,000	51%
Supplies	687,624	1,157,000	59%
Professional fees:			
Legal	293,576	495,000	59%
Consulting	87,062	465,000	19%
Audit	22,565	20,000	113%
Subtotal professional fees	<u>403,203</u>	<u>980,000</u>	
Power	314,385	679,600	46%
Insurance	244,132	517,000	47%
Office and general:			
Fees and permits	77,762	147,200	53%
Postage	40,273	75,800	53%
Employment related expense	26,660	59,200	45%
Dues, subscriptions, and publications	3,336	49,000	7%
Training	18,363	48,000	38%
Travel	16,338	41,000	40%
Computer hardware	13,669	34,500	40%
Office supplies	12,378	31,000	40%
Printing	5,066	12,700	40%
Computer software	1,500	8,900	17%
Awards and contributions	1,500	6,700	22%
Subtotal office and general	<u>216,845</u>	<u>514,000</u>	
Communications	27,871	56,100	50%
Uncollectible accounts	13,324	31,000	43%
Burden allocation	(646,081)	(1,000,000)	65%
Total Operating Expenses	<u>23,175,718</u>	<u>39,604,500</u>	59%
Operating Income	4,473,801	6,863,000	65%
NONOPERATING REVENUES (EXPENSES)			
Property taxes	163,004	400,000	41%
Investment income	64,677	150,000	43%
Gain on disposal of capital assets	6,445	-	-
Legal settlement	(66,671)	(70,000)	95%
Total Nonoperating Revenues	<u>167,455</u>	<u>480,000</u>	35%
Income Before Contributed Capital	<u>\$ 4,641,256</u>	<u>\$ 7,343,000</u>	63%

VISTA IRRIGATION DISTRICT

CAPITAL OUTLAY COMPARISON

December 31, 2016

	Budget Item #	Board Approved (Inception To Date)	Outlay To Date	Capital Outlay Remaining
CUSTOMER SERVICE:				
Utility Billing Software	16-02	125,000	50,278	74,722
ENGINEERING:				
E43 Regulator Relocation & Upgrade	10-02	15,000	-	15,000
AB Line Replacement	11-04	1,100,000	133,372	966,628
East Vista Way - Mason Road Pipeline	12-02	600,000	-	600,000
S Santa Fe Pipeline - Mar Vista to Montg	12-03	10,000	-	10,000
Flume - Siphon Replacement	15-03	1,300,000	62,727	1,237,273
Flume - Pressure Zone Loop	15-05	280,000	13,158	266,842
FY 2016 Main Replacement Program	16-03	1,500,000	1,765,132	-
E Reservoir	16-04	50,000	-	50,000
Paseo Santa Fe Project	16-05	300,000	-	300,000
HP Reservoir Rehabilitation	17-01	3,000,000	323,418	2,676,582
FY 2017 Main Replacement Program	17-02	2,500,000	730,064	1,769,936
Flume Relocation	17-03	800,000	62,089	737,911
		<u>11,455,000</u>	<u>3,089,960</u>	<u>8,630,172</u>
FIELD SERVICES:				
Vehicles (5)	16-06	199,000	135,780	63,220
Valve Operator	16-08	65,000	59,805	-
Vehicles (6)	17-04	250,000	83,759	166,241
Shoring System	17-05	30,000	-	30,000
Brush Chipper	17-06	25,000	22,173	-
Ford F-550	-	-	46,240	-
		<u>569,000</u>	<u>347,757</u>	<u>259,461</u>
FINANCE:				
Phone System	17-07	35,000	-	35,000
Data Switch	17-08	28,000	-	28,000
Server	17-09	15,800	14,919	-
		<u>78,800</u>	<u>14,919</u>	<u>63,000</u>
OPERATIONS:				
Flow Meter	16-13	52,000	57,800	-
Hydraulic Butterfly Valve and Seismic Actuator	17-10	48,000	-	48,000
Altitude and Seismic Valve Actuators	17-11	14,000	-	14,000
Backflow Management Software	17-12	7,500	-	7,500
		<u>121,500</u>	<u>57,800</u>	<u>69,500</u>

VISTA IRRIGATION DISTRICT

CAPITAL OUTLAY COMPARISON

December 31, 2016

	Budget Item #	Board Approved (Inception To Date)	Outlay To Date	Capital Outlay Remaining
WATER RESOURCES:				
On-Site Chlorine Generation System	11-12	3,350,000	2,303,719	1,046,281
Leach Fields (2)	16-15	14,000	-	14,000
		<u>3,364,000</u>	<u>2,303,719</u>	<u>1,060,281</u>
		<u>\$ 15,713,300</u>	<u>\$ 5,864,433</u>	<u>\$ 10,157,136</u>

VISTA IRRIGATION DISTRICT

PROPERTY REVENUES

Six Months Ended December 31, 2016 and Year Ended June 30, 2016

	12/31/16	6/30/16
Hein Hettinga	\$ 92,452	\$ 194,861
Department of Defense - Navy 2nd lease	47,142	93,916
My Country Club, Inc.	43,429	80,000
Department of Defense - Navy	26,537	52,866
Lake Henshaw Resort, Inc.	26,509	39,445
Crown Castle - Cabrillo Circle	22,660	44,215
T-Mobile - Lupine Hills	22,578	44,136
Cingular Wireless/AT&T	20,006	37,057
Crown Castle GT Co.	19,121	37,569
Verizon Wireless	9,642	19,054
Sprint	9,444	18,626
Crown Castle - Vista Towers	8,691	16,794
Mendenhall Cattle Company, Inc.	6,602	13,416
Sempra Energy	5,903	11,665
Puerta La Cruz	5,888	11,670
Noll Seeds	1,691	-
Charles Chester Taylor	1,650	1,650
Department of Agriculture	500	50
Vallecitos Water District	360	360
County of San Diego - Warner Pit	83	725
	<hr/>	<hr/>
TOTAL PROPERTY REVENUES	<u>\$ 370,888</u>	<u>\$ 718,075</u>

VISTA IRRIGATION DISTRICT

LEGAL EXPENSES

Six Months Ending Dec 31, 2016

General Legal Fees

Liebert, Cassidy & Whitmore	General	3,415
Best Best & Krieger LLP	General	875
Rutan & Tucker LLP	General	<u>39,070</u>

\$ 43,360

Water Rights Legal Fees

Horton, Knox, Carter & Foote	Indians	202,534
Rutan & Tucker LLP	QSA	4,182
Wilmer Cutler Pickering & Dorr LLP	Indians	<u>43,500</u>

250,216

Total Legal Costs (6 months)

\$ 293,576

Total Budgeted Legal Costs (12 months)

\$ 495,000



STAFF REPORT

Agenda Item: 8

Board Meeting Date: March 15, 2017
Prepared By: Lisa Soto
Reviewed By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: 2017 ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY EXECUTIVE COMMITTEE ELECTION

RECOMMENDATION: Consider three separate requests for concurrence with the nominations of Kathleen J. Tiegs of the Cucamonga Valley Water District, David A. Drake of the Rincon del Diablo Municipal Water District, and Melody A. McDonald of the San Bernardino Valley Water Conservation District, to the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) Executive Committee.

PRIOR BOARD ACTION: At its January 18, 2017 meeting, the Board adopted a resolution nominating Director Paul Dorey, the District's representative to the ACWA/JPIA Board of Directors, to the ACWA/JPIA Executive Committee. Staff has collected a sufficient number of concurring nominations for Director Dorey to qualify as a candidate on the ballot.

FISCAL IMPACT: None.

SUMMARY: The District has received written requests from James Curatalo, President of Cucamonga Valley Water District (Cucamonga Valley WD); Greg Thomas, General Manager of Rincon del Diablo Municipal Water District (Rincon MWD); and Daniel Cozad, General Manager of San Bernardino Valley Water Conservation District (SBVWCD) requesting concurrence in the nominations of Kathleen J. Tiegs, David A. Drake, and Melody A. McDonald (respectively) for election to the ACWA/JPIA Executive Committee.

DETAILED REPORT: The ACWA/JPIA Executive Committee consists of nine members. ACWA/JPIA is soliciting nominations for four Executive Committee member positions, all for four-year terms. The election will take place at the meeting of the ACWA/JPIA Board of Directors on May 8, 2017 at the ACWA Spring Conference in Monterey, CA.

Candidates must be an elected or appointed director of their district and must be appointed to the ACWA/JPIA Board of Directors. ACWA/JPIA allows its members to concur in the nomination of more than one candidate. Concurring resolutions must be received by the ACWA/JPIA by 4:30 p.m. on Friday, March 24, 2017. A detailed memorandum from the ACWA/JPIA setting forth the nomination procedures for its 2017 Executive Committee Election is attached.

ATTACHMENTS:

- Election Notice and Nominating Procedures
- Letter of support and Candidate Statement for Kathleen Tiegs of Cucamonga Valley WD, and draft resolution
- Letter of support and Candidate Statement for David Drake of Rincon MWD, and draft resolution
- Letter of support, Candidate Statement for Melody McDonald of SBVWCD, and draft resolution



To: JPIA Directors, Alternates, and Others
From: Sylvia Robinson, Publications & Web Editor
Date: January 3, 2017
Subject: 2017 ACWA JPIA Executive Committee Election Notice

Notice is hereby given that there will be an Executive Committee election during the JPIA's Board of Directors' meeting to be held on May 8, 2017, at the spring conference in Monterey, California.

This election will fill four Executive Committee member positions, each for a four-year term each.

The incumbents are Tom Cuquet, South Sutter WD; David Drake, Rincon Del Diablo MWD; and Melody McDonald, San Bernardino Valley WCD. There is one vacant position.

Candidates for the election must be elected or appointed directors of the JPIA member that they represent and must have been appointed by that member to be on the JPIA's Board of Directors. Further, candidates for the election must also be representatives of JPIA members that participate in all four of the JPIA's Programs: Liability, Property, Workers' Compensation, and Employee Benefits.

The candidates must also each receive concurring in nomination resolutions from **three** other JPIA members. However, JPIA members may **concur** in the nomination of as many candidates as they wish. When asking other JPIA members to concur in a nomination, it would be helpful to them to include some information about the Director and his/her background.

The submission of the nominating resolution, the three concurring in nomination resolutions, and the candidate's statement of qualifications is the sole responsibility of the nominating member. These nominations must reach the JPIA by the close of business (4:30 pm) on **Friday, March 24, 2017**. Nominations may be mailed to the attention of Sylvia Robinson at the JPIA: P. O. Box 619082, Roseville, CA 95661-9082 or emailed to srobinson@acwajpia.com.

Final notice of the qualified candidates will be included as part of the Board of Directors' meeting packet, which will be mailed on or before April 24, 2017, to those who request a meeting packet.

Use this [link](#) to find copies of this notice, the nominating procedures, and sample resolutions on the JPIA's website.

ACWA JPIA Nomination Procedures

Approximately 120 Days before Election (January 6, 2017)

All ACWA JPIA Directors and Member Districts are to be notified of:

- A) Date and place of Election;
- B) Executive Committee positions and terms of office to be filled by Election;
- C) Incumbent office holders; and
- D) Nomination Procedures.

120 to 45 Days before Election (January 6 – March 24, 2017)

- A) A district may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, then members of the ACWA JPIA, in addition to the nominating district.
- B) Sample resolutions are available on the ACWA JPIA website.
- C) The **district is solely responsible** for timely submission of the nominating resolution and the three additional concurring in nomination resolutions of its candidate for office.

45 Days before Election (March 24, 2017)

- A) Deadline and location for receiving the nominating and concurring in nomination resolutions in the ACWA JPIA office:

Friday – March 24 2017 – 4:30 p.m.

Sylvia Robinson
Publications & Web Editor
ACWA JPIA
P. O. Box 619082
Roseville, CA 95661-9082
(srobinson@acwajpia.com)

- B) Candidates' statement of qualifications must be submitted, if desired, with the nominating resolutions. The statement of qualifications must be submitted on one side of an 8½ x 11" sheet of paper suitable for reproduction and distribution to all districts (MSWord or PDF documents preferred).

14 Days before Election (April 24, 2017)

Final notice of the upcoming Election of Executive Committee members will be included as part of the Board of Directors' meeting packet. Final notice shall include:

- A) Date, Time, and Place of Election;
- B) Name and District of all qualified candidates;
- C) Candidate's statement of qualifications (if received); and
- D) Election Procedures and Rules.



Cucamonga Valley
Water District

Martin E. Zvirbulis
Secretary/General Manager/CEO

10440 Ashford Street • Rancho Cucamonga, CA 91730-2799
P.O. BOX 638 • Rancho Cucamonga, CA 91729-0638
(909) 987-2591 • Fax (909) 476-8032

RECEIVED

JAN 30 2017

VISTA IRRIG. DIST.

January 25, 2017

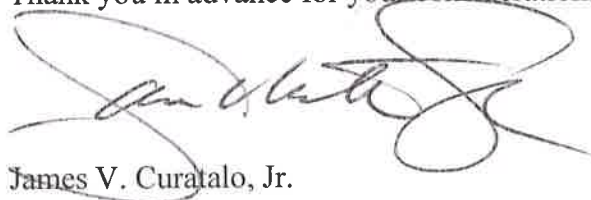
Dear Fellow ACWA/JPIA Member:

On January 24, 2017 the Cucamonga Valley Water District Board of Directors adopted Resolution No. 2017-1-1 nominating Director Kathleen J. Tieggs for the position of ACWA/JPIA Executive Committee. We are formally requesting your support of Director Tieggs' nomination through the adoption of a concurring resolution from your agency.

Director Tieggs has been actively involved in ACWA/JPIA having served the past 10 years on the board, as well as having experience as the ex-officio member on the Executive Committee. Director Tieggs is committed to continuing the great work of providing quality insurance and employee benefit services that ensure our agencies and ratepayers are receiving the most cost-effective service possible.

I have attached a sample concurring resolution in support of Director Tieggs' nomination, as well as her candidate statement. The elections for ACWA/JPIA Executive Committee will be held May 8, 2017, should you desire to adopt a resolution or if you have questions please contact our Executive Assistant to the Board, Taya Victorino at 909.987.2591 or tayav@cvwdwater.com.

Thank you in advance for your consideration.



James V. Curatalo, Jr.
President

Attachments:
Sample Concurring Resolution
Candidate Statement – Director Tieggs

Kathleen J. Tiegs
Candidate Statement for
Association of California Water Agencies
Joint Powers Insurance Authority (ACWA/JPIA) Executive Committee

Dear ACWA/JPIA Board Members:

I am pleased to share with you my interest in serving on the Executive Committee for ACWA/JPIA. I believe I am prepared and ready for the challenge to help lead the organization as we continue to grapple with providing the best and most cost-effective insurance and employee benefit services to our members.

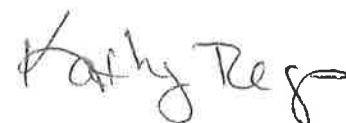
My experience with the ACWA/JPIA began over 10 years ago when I was appointed by the Cucamonga Valley Water District (CVWD) to serve as their ACWA/JPIA representative. I have also served as the ex-officio member of the Executive Committee in 2015-2016. As part of the Executive Committee I was able to provide the leadership and feedback to staff to ensure they were continuing to uphold the mission of the ACWA/JPIA: *“to consistently and cost effectively provide the broadest possible affordable insurance coverage and related services to its member agencies”*.

I have served on the CVWD board of directors for approximately 12 years, and have served in the role as both president and vice-president of the board of directors. I am currently a member of the Legislative/Outreach and the Human Resources/Risk Management committees. The Human Resources/Risk Management Committee is responsible for overseeing employee benefits, risk management and safety programs for the organization. At CVWD, we have taken full advantage of all the programs the ACWA/JPIA has to offer to ensure our employees are working in the safest environment possible. Our board of directors has also adopted the *Commitment to Excellence* Program pledge putting into place best management practices which bolsters our effectiveness for loss prevention and safety.

I currently serve as the President for the Association of California Agencies (ACWA). In my role as president I have focused on increasing my understanding of our members needs so that I may know how to better serve and lead the ACWA organization. I will use this same approach if elected to serve on the ACWA/JPIA Executive Committee.

The election for ACWA/JPIA is scheduled for May 8, 2017 at the conference. Thank you for allowing me to share my experience, leadership and knowledge. I look forward to the opportunity to represent you and your agency. Please feel free to contact me directly at (909) 635-4177 should you have questions or if you would like to support my candidacy.

Thank you in advance for your consideration,



Kathy Tiegs



RESOLUTION NO. 17-xx

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
VISTA IRRIGATION DISTRICT
CONCURRING IN THE NOMINATION OF KATHLEEN J. TIEGS
TO THE EXECUTIVE COMMITTEE OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY (“ACWA/JPIA”)

WHEREAS, Vista Irrigation District is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA’s Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the Cucamonga Valley Water District, has requested that this district concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vista Irrigation District that this district concur with the nomination of Kathleen J. Tiegs of the Cucamonga Valley Water District to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, California 95661-9082, forthwith.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 15th day of March 2017.

AYES:
NOES:
ABSTAIN:
ABSENT:

Marty Miller, President

ATTEST:

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

Board of Directors

James B. Murtland, President
Erin R. Lump, Vice President
David A. Drake, Treasurer
Dr. Gregory M. Quist, Director
Diana L. Towne, Director



*A Public Agency Serving the
Greater Escondido Valley Since 1954*

General Manager

Greg Thomas

Board Secretary

Wanda Cassidy

General Counsel

Redwine and Sherrill

February 7, 2017

Re: Nomination of David A. Drake to the ACWA/JPIA Executive Committee

Dear Fellow ACWA/JPIA Member:

On February 14, 2017 the Rincon del Diablo Municipal Water District Board of Directors will adopt Resolution No. 2017-02 nominating Director David A. Drake for the position of ACWA/JPIA Executive Committee. We are formally requesting your support of Director Drake's nomination through the adoption of a concurring resolution from your agency.

Director Drake has represented Rincon del Diablo Municipal Water District on ACWA/JPIA since 2006 and currently serves on the JPIA Executive and the Workers Compensation Committees. As a current committee member, Director Drake has a clear understanding of how ACWA/JPIA works and is committed to improving processes in order to provide quality insurance and benefits to our agencies at the lowest possible cost.

Attached is a sample concurring resolution in support of David Drake's nomination, as well as his qualifications. As you can see from the attached background information, Director Drake is currently serving on ACWA/JPIA and is well qualified for this position. All concurring nominations must reach the JPIA office to the attention of Sylvia Robinson at P.O. Box 619082, Roseville, CA 95661-9082 by 4:30 p.m. on Friday, March 24, 2017. The elections for ACWA/JPIA Executive Committee will be held May 8, 2017. If you have any questions, please feel free to contact me.

Thank you for your consideration. Please don't hesitate to contact me at 760-644-5379 with any questions.

Sincerely,

A handwritten signature in black ink that reads "G. Thomas".

Greg Thomas
General Manager

Attachments:

- David Drake ACWA/JPIA Qualifications for the Executive Committee
- Copy of Rincon Water Resolution No. 17-02 nominating David Drake for ACWA/JPIA
- Sample Concurring Resolution

David A. Drake
ACWA/JPIA Qualifications for the Executive Committee



Current Responsibilities

Mr. Drake has served the Rincon del Diablo MWD ratepayers since 2006 as the Director for Division 2. He currently serves as the Treasurer of the Board for Rincon Water, is past President for 2014-2016, and is also a member of the Emergency Preparedness/Fire Services and the Audit Committees, in addition to previously serving on the Engineering and Long Range Planning Committee. In addition, Director Drake has represented Rincon Water to the ACWA/JPIA since 2006, and currently serves on the JPIA Executive and the Workers Compensation Committees. As an Executive Committee member, he has encouraged more detailed analysis and reconciliation of large health care invoices thereby avoiding unnecessary expenses. He has submitted improvements for the application process to the Liability Program, and has promoted development of an "early warning system" for districts at risk.

Past Service

- As a member of the Rincon Water Ad Hoc Committee, assisted in the negotiations for adjusting health care coverage, and reducing overall District costs, for current and retired Rincon employees
- Past Chair of the City of Escondido Planning Commission
- Served on the City of Escondido's Franchise Commission and General Plan Committee
- Represented the City of Escondido to the San Diego County Water Authority for nine years, wherein he served on the SDCWA Engineering and Administrative/Finance Committees
- Served as the San Diego FBI InfraGard President during 2004-2006

Employment

Currently, Vice President of SmartCover Systems, in Escondido focusing on water system risk and cost reduction. In February 2017, SmartCover Systems will be celebrating twelve years of service to the water and wastewater industries. During this time SmartCover Systems purchased over \$250,000 in commercial insurance.

- Pointsource Technologies, Inc. - Vice President of Engineering 2001-2005
- SAIC - Internet Services Architect 1997-2001
- Mitchell International - Vice President and Chief Information Officer 1993-1997
- Digital Equipment Corporation - San Diego Software Unit Manager 1985-1993
- Oak Industries - Manager of Engineering 1979-1985
- Jet Propulsion Laboratory – Member of the Technical Staff 1974-1979

Education and Recognition

- BS in Engineering, California Institute of Technology, 1974 (Life Member of the Caltech Alumni Association)
- Holds twelve U.S. and five foreign patents
- Received a First Place design award from the EE Times
- Member of the AWWA, AAAS, and IEEE
- Extra Class Radio Amateur AC6OA
- Graduate of the FBI and Justice Department Citizens Academy and active member
- Mr. Drake has lived in Escondido since 1979 and has been married to Virginia for 33 years

Statement

The ACWA JPIA provides a unique and critical service for California's public water agencies. The JPIA has filled this role for decades and has become a leader among its peers. The past two years of my participation on the Executive Committee have been very active with no missed meetings. I have concentrated on the major impacts to the JPIA and have not been shy to express opinions concerning cost control, accuracy, and improved customer service.

RESOLUTION NO. 17-xx

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
VISTA IRRIGATION DISTRICT
CONCURRING IN THE NOMINATION OF DAVID A. DRAKE
TO THE EXECUTIVE COMMITTEE OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY (“ACWA/JPIA”)

WHEREAS, Vista Irrigation District is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA’s Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the Rincon del Diablo Municipal Water District, has requested that this district concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vista Irrigation District that this district concur with the nomination of David A. Drake of the Rincon del Diablo Municipal Water District to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, California 95661-9082, forthwith.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 15th day of March 2017.

AYES:
NOES:
ABSTAIN:
ABSENT:

Marty Miller, President

ATTEST:

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



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

Email: info@sbvwcd.org
www.sbvwcd.org

January 31, 2017

RECEIVED

FEB 10 2017

VISTA IRRIG. DIST.

Paul E. Dorey
Vista Irrigation District
1391 Engineer Street
Vista, CA 92081-8840

Dear Paul E. Dorey,

The Board of Directors of the San Bernardino Valley Water Conservation District has nominated its Vice-President, Melody A. McDonald, to continue in her position on the ACWA/JPIA Executive Committee. Enclosed is a certified copy of SBVWCD Resolution No. 542 nominating Mrs. McDonald for ACWA/JPIA Executive Committee.

Melody currently serves on the ACWA/JPIA Executive Committee, Personnel Committee, Chairs the Liability Program Subcommittee, served on the Building & Property Ad Hoc Committee, and was past chair of the Property & Workers Compensation Program Subcommittees. Melody has an institutional knowledge of all of JPIA's programs, their history, how coverage's evolved for the JPIA membership and has helped the organization grow to 188 Million in assets. Melody participates in training at various JPIA members facilities; she has personally visited and presented rate stabilization fund refund checks back to JPIA members totaling over 25 Million, since the inception of the fund. This year, JPIA has held nearly 400 training classes resulting in more than 7,700 employees receiving training. Melody believes the best claim is the one that never happened, and that there is a direct correlation between risk management, training, and minimizing losses. She pursues all her duties with a strong sense of commitment and dedication. Enclosed is her Statement of Qualifications.

The District respectfully requests your organization consider adopting a concurring resolution of nomination in support of Mrs. McDonald. Enclosed is a sample concurring resolution for your consideration in support of her nomination or it can be found at <http://www.acwajpia.com/ElectionNews.aspx>. Since time is of the essence, and that this will require Board action, please include this on your agenda for your next Board meeting. Please send a certified copy to:

ACWA/JPIA
Attention: Sylvia Robinson
P.O. Box 619082
Roseville, CA 95661-9082

and

San Bernardino Valley Water Conservation District
Attention: Athena Monge
1630 W. Redlands Blvd. Ste "A"
Redlands, CA 92374

This resolution must be received by ACWA/JPIA no later than 4:30 pm Friday March 24, 2017.

Sincerely,

Daniel B. Cozad
General Manager

BOARD
OF
DIRECTORS

Division 1:
Richard Corneille
Division 2:
David E. Raley

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad



Melody.sbvwd@gmail.com

**Melody
Henriques-McDonald**

P.O. BOX 30197
SAN BERNARDINO, CA 92413

*(909) 793-2503 District
(909) 499-5175 cell
(909) 383-1122 fax*

Like @ <https://www.facebook.com/Melody4Water>

Candidate for:

**ACWA JPIA
EXECUTIVE COMMITTEE
(Incumbent)**



Melody & Board receiving, District of Distinction Award, the highest governance and best practices accreditation possible.

Left, Kathleen Tiegs, Special Districts Board Member & ACWA Vice-President presenting.

ASSOCIATIONS

Member, Board of Directors of the San Bernardino Valley Water Conservation District (Elected), Past President, & currently Vice-President, 1991 originally appointed, and first woman on the board

Member, Executive Committee ACWA/JPIA

Chair, JPIA Liability Program Committee

Director, ACWA/Joint Powers Insurance Authority

Voting Member, Association of the San Bernardino County Special Districts

Over the 25 + Years, Experience in the Water Industry includes:

Past Member, (CWA) California Women for Agriculture

Past Member, ACWA Water Management Committee

Past Member, ACWA State Legislative Committee

Chair & Vice-Chair, JPIA Property & Workers Compensation Programs

Member, Board of Directors ACWA, Region 9 Chair

Chair, Water Management Certification Subcommittee

Chair, California Water Quality Control Board, Santa Ana Region
8 Years of service, Gubernatorial Appointment

CURRENT EMPLOYMENT

Southwest Lift & Equipment, Inc. (Heavy Duty Vehicle Lifts)
Broker/Associate, Century 21 Lois Lauer Realty

PROFESSIONAL ASSOCIATIONS & LICENSES

Redlands Association of Realtors
California Real Estate Broker's License
Arizona Real Estate Broker's License

ORGANIZATIONS AND SOCIETIES

Highland Chamber of Commerce
San Bernardino Chamber of Commerce
Immanuel Baptist Church Highland, CA
BSF International

EDUCATION

San Geronio High School, 1976
Western Real Estate School, 1989
Graduate, Special Districts Board Management Institute, 1997

RESOLUTION NO. 17-xx

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
VISTA IRRIGATION DISTRICT
CONCURRING IN THE NOMINATION OF MELODY A. MCDONALD
TO THE EXECUTIVE COMMITTEE OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY (“ACWA/JPIA”)

WHEREAS, Vista Irrigation District is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA’s Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the San Bernardino Valley Water District, has requested that this district concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vista Irrigation District that this district concur with the nomination of Melody A. McDonald of San Bernardino Valley Water District to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, California 95661-9082, forthwith.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 15th day of March 2017.

AYES:
NOES:
ABSTAIN:
ABSENT:

Marty Miller, President

ATTEST:

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



STAFF REPORT

Agenda Item: 9

Board Meeting Date: March 15, 2017
Prepared By: Brian Smith
Reviewed By: Brett Hodgkiss
Approved By: Eldon Boone

SUBJECT: APPRAISAL OF VACANT DISTRICT PROPERTY ON PIPELINE DRIVE

RECOMMENDATION: Authorize staff to negotiate and execute an agreement for appraisal services for the District's vacant property located north of Pipeline Drive.

PRIOR BOARD ACTION:

- 10/19/16 Board directed staff to prepare a resolution declaring the District property located north of Pipeline Drive as surplus property.
- 11/09/16 Board adopted resolution declaring District property located north of Pipeline Drive as surplus property.
- 01/04/17 Board approved a Request for Proposal for appraisal services of the vacant Pipeline Drive property.

FISCAL IMPACT: Cost of an appraisal is estimated to be less than \$10,000.

SUMMARY: At the November 9, 2016 Board meeting, the Board declared the vacant Pipeline Drive property as surplus to the needs of the District and directed staff to notify local public and non-profit entities to satisfy the requirements of Government Code Section 54222. Notification letters were mailed on January 3, 2017 and no offer was received within the required 60 day notice period.

On January 9, 2017, the Request for Proposal for appraisal services was sent to six appraisers, and no proposals were received by the February 10, 2017 deadline. Staff received feedback from the appraisers indicating their reasons for not submitting a proposal, including current workload as well as level of effort required to prepare a proposal to the detail requested with no guarantee of getting the work.

DETAILED REPORT: Based on the aforementioned comments received from appraisers, staff recommends simplifying the scope of work and negotiating an agreement with a single firm for appraisal services. Upon approval by the Board, staff will negotiate a scope of work with an appraisal firm to provide, at a minimum, an evaluation of the highest and best use of the property as well as the sale and lease values. The appraisal will be presented to the Board at a future meeting.



STAFF REPORT

Board Meeting Date: March 15, 2017
Prepared By: Eldon Boone

SUBJECT: STATUS OF SAN LUIS REY INDIAN WATER RIGHTS SETTLEMENT IMPLEMENTATION

SUMMARY: Discuss issues relating to implementation of the San Luis Rey Indian Water Rights Settlement.

Outline of Settlement Issues

Complete:

- Settlement Agreement
- Implementing Agreement
- Office of Management and Budget Certification – Sec. 3605(b) of Water Infrastructure Improvements for the Nation Act
- Existing Indian and Federal Rights-of-Way for the Local Water System
- New Escondido-VID Agreement

Pending:

- Rights-of-Way for the San Pasqual Undergrounding Project
[Recordings not complete; modifications sent to Bureau of Indian Affairs on 2/13/17.]
- Final Disposition of US District Court Cases
[Filed procedural updates with court on 2/23/17; waiting for Court to set hearing date.]
- FERC Conduit Exemption and License Surrender Order
[Conditional Order issued and can become a final order after US District Court issues judgment and approves settlement. Once the Final Order is issued, the Settlement and Implementing Agreements become effective.]
- Assignment of Forman Deeds
[Draft is being reviewed by Indian Bands. VID Board action required to assign right to enforce rights and interests granted under the Forman Deeds to the Indian Bands and/or the San Luis Rey Indian Water Authority.]



Agenda Item: 11

STAFF REPORT

Board Meeting Date: March 15, 2017
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: March 15, 2017
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: 12.B

Board Meeting Date: March 15, 2017
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	Sexual Harassment Prevention Training AB 1661 (Liebert Cassidy Whitmore) Mar. 20, 2017 – 1:30 p.m. – 3:30 p.m.- SDCWA Board Room Reservation deadline: None	
2 *	Council of Water Utilities Meeting Mar. 21, 2017 – 7:15 a.m., Stoneridge Country Club, Poway Reservation deadline: 3/16/17	
3	Water Education for Latino Leaders Conference Mar. 23-24, 2017 – Wyndham San Diego Bayside Hotel Registration deadline: None	
4	Legislative Round-Up Webinar (CSDA) Mar. 30, 2017 – 10:00 a.m. – 12:00 p.m. Registration deadline: 3/24/17	
5	Lower Colorado River Tour Field Trip (Water Education Foundation) April 5-7, 2017 – Start in Las Vegas – option to take bus from Ontario on April 4 Reservation deadline: 3/22/17	
6	Sexual Harassment Prevention Webinar (ACWA/JPIA) Apr. 6, 2017 – 10:00 a.m. – 12:00 p.m. Registration deadline: None	
7	Leveraging Your State and Federal Relationships Webinar (CSDA) April 6, 2017 – 10:00 a.m. – 12:00 p.m. Registration deadline: 3/30/17	
8	California Water Policy 26 April 6-7, 2017 – Courtyard by Marriott at Liberty Station, San Diego Registration deadline: 3/20/17	Vásquez (R,H) MacKenzie (T)
9 *	Council of Water Utilities Meeting April 18, 2017 – 7:15 a.m., Stoneridge Country Club, Poway Reservation deadline: 4/13/17	
10	Special District Leadership Academy Conference (CSDA) April 23-26, 2017 – Embassy Suites, San Luis Obispo Registration deadline: 4/14/17	
11	Headwaters Tour Field Trip (Water Education Foundation) April 27-28, 2017 – Sacramento International Airport Reservation deadline: 4/13/17	
12	Sexual Harassment Prevention Webinar (ACWA/JPIA) May 2, 2017 – 1:00 p.m. – 3:00 p.m. Reservation deadline: None	
13	ACWA Spring Conference May 9-12, 2017 – Monterey Marriott and Portola Hotel, Monterey Registration deadline: 4/14/17	MacKenzie (R,A,H) Miller (R,A,H) Dorey (R,A,H) Vásquez (H)

14 *	Council of Water Utilities Meeting <i>May 16, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 5/11/17</i>	
15	Special Districts Legislative Days <i>May 16-17, 2017 – The Grand Events Center, Sacramento</i> <i>Registration deadline: 5/5/17</i>	MacKenzie
16 *	CSDA Quarterly Dinner Meeting <i>May 18, 2017 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 5/11/17</i>	MacKenzie Vásquez
17	Santa Ana River Watershed Conference (Water Education Foundation) <i>May 25, 2017 – Ontario Convention Center</i> <i>Registration deadline: TBD</i>	
18	Required Harassment Prevention for Staff/Board Webinar (CSDA) <i>June 6, 2017 – 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 5/26/17</i>	
19	Bay Delta Tour Field Trip (Water Education Foundation) <i>June 14-16, 2017 – Sacramento International Airport</i> <i>Reservation deadline: 5/31/17</i>	
20 *	Council of Water Utilities Meeting <i>June 20, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 6/15/17</i>	
21	Special District Leadership Academy Conference (CSDA) <i>July 9-12, 2017– Embassy Suites Napa Valley, Napa</i> <i>Registration deadline: 6/30/17</i>	
22 *	Council of Water Utilities Meeting <i>July 18, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 7/13/17</i>	
23	Water Reclamation and Reuse Conference (International Water Association) <i>July 23-27, 2017 – Long Beach</i> <i>Registration deadline: 7/10/17</i>	
24 *	Council of Water Utilities Meeting <i>Aug. 15, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 8/10/17</i>	
25	Urban Water Institute’s Annual Water Conference <i>Aug. 16-18, 2017 – Hilton San Diego Resort</i> <i>Registration deadline: 8/2/17</i>	
26 *	CSDA Quarterly Dinner Meeting <i>Aug. 17, 2017 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 8/10/17</i>	
27	Staying in Compliance: Understand District Special Laws (CSDA) <i>Aug. 24, 2017 – Oxnard Harbor District, Port Hueneme</i> <i>Registration deadline: 8/18/17</i>	
28	Legislative Round Up Webinar (CSDA) <i>Aug. 31, 2017 – 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 8/25/17</i>	
29 *	Council of Water Utilities Meeting <i>Sept. 19, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 9/14/17</i>	
30	CSDA Annual Conference <i>Sept. 25-28, 2017 – Marriott and Monterey Conference Center, Monterey</i> <i>Registration deadline: 9/8/17</i>	
31	Northern California Tour Field Trip (Water Education Foundation) <i>Oct. 11-13, 2017 – Sacramento International Airport</i> <i>Reservation deadline: 9/27/17</i>	

32 *	Council of Water Utilities Meeting <i>Oct. 17, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 10/12/17</i>	
33	San Joaquin River Restoration Tour Field Trip (Water Education Foundation) <i>Nov. 1-2, 2017 – Fresno</i> <i>Reservation deadline: 10/18/17</i>	
34	Required Ethics AB1234 Compliance Training Webinar (CSDA) <i>Nov. 8, 2017 – 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 10/27/17</i>	
35 *	CSDA Quarterly Dinner Meeting <i>Nov. 16, 2017 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/9/17</i>	
36 *	Council of Water Utilities Meeting <i>Nov. 21, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 11/16/17</i>	
37	ACWA Fall Conference <i>Nov. 28-Dec. 1, 2017 – Anaheim Marriott Hotel</i> <i>Registration deadline: TBD</i>	
38 *	Council of Water Utilities Meeting <i>Dec. 19, 2017 – 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 12/14/17</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: 13

STAFF REPORT

Board Meeting Date: March 15, 2017
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:

- Grazing licenses on Warner Ranch
- Puerta La Cruz Conservation Camp lease
- Groundwater Assessment proposals



Agenda Item: 14

STAFF REPORT

Board Meeting Date: March 15, 2017
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: March 15, 2017
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: March 15, 2017
Prepared By: Eldon Boone

SUBJECT: COMMENTS BY GENERAL MANAGER

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