

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

May 21, 2020

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, May 21, 2020, at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

President Vásquez called the meeting to order at 9:00 a.m.

**2. ROLL CALL**

Directors present: Vásquez, Dorey, Sanchez, and MacKenzie; Director Miller was also present by teleconference.

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Ramae Ogilvie, Assistant Secretary of the Board; Don Smith, Director of Water Resources; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Marlene Kelleher, Director of Administration. Staff present by teleconference were Lisa Soto, Secretary of the Board.

Other attendees: None.

**3. PLEDGE OF ALLEGIANCE**

Director Dorey led the pledge of allegiance.

**4. APPROVAL OF AGENDA**

20-05-46 *Upon motion by Director MacKenzie, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the agenda as presented.*

**5. ORAL COMMUNICATIONS**

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

**6. CONSENT CALENDAR**

20-05-47 *Upon motion by Director Dorey, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the Consent Calendar, including Resolution No. 20-14 approving disbursements.*

Director of Operations and Field Services Frank Wolinski provided clarification regarding Consent Calendar Items 6.B and C regarding renewal of contracts for traffic control and material transport services.

He stated that use of services and expenditures under not-to-exceed contracts vary year to year. Regarding Item 6.C “material transport services”, Mr. Wolinski indicated that the most commonly transported materials are different types of soils.

General Manager Brett Hodgkiss spoke briefly about Item 6.A, the Treasurer’s Report, stating that due to the coronavirus (COVID-19) pandemic, the District’s portfolio interest rate has decreased significantly and will likely continue to do so.

A. Treasurer’s Report as of March 31, 2020

See staff report attached hereto. The Board noted and filed this informational report concerning the investments of the District.

B. Annual contract for traffic control services

See staff report attached hereto. Staff recommended and the Board authorized the General Manager to extend the existing contract with Cecilia’s Safety Service, Inc. to provide traffic control services for the fiscal year 2021 in an amount not to exceed \$550,000.

C. Annual contract for material transport services

See staff report attached hereto. Staff recommended and the Board authorized the General Manager to extend the existing contract with Leon Perrault Trucking to transport and provide assorted material for District jobs in an amount not to exceed \$225,000.

D. Well field maintenance services

See staff report attached hereto. Staff recommended and the Board authorized the General Manager to enter into a new agreement with Brax Company Inc., formerly Hidden Valley Pump Systems, Inc., to provide as-needed services on the Warner Ranch to maintain wells and well pumps for fiscal year 2021 in an amount not to exceed \$100,000.

E. Minutes of Board of Directors meeting on May 12, 2020

The minutes of May 12, 2020 were approved as presented.

**7. COVID-19 PANDEMIC RESPONSE UPDATE**

See staff report attached hereto.

Mr. Hodgkiss stated that the actions taken by the District in response to the COVID-19 pandemic have been largely guided by Governor Newsom’s Executive Orders as well as state and local public health orders. The District has taken actions that provide for operational and business continuity as well as the health and well-being of the District employees and customers. Mr. Hodgkiss stated that the District’s actions going forward and plans to reopen the lobby to customers will also be guided by state and local orders.

Mr. Hodgkiss stated that the District provided information to the Vista Chamber of Commerce and the City of Vista regarding the importance of flushing private water systems when businesses reopen. He stated that the information has also been made available on the District’s website. Mr. Hodgkiss said he and staff also participated in a Vista Chamber of Commerce Government Affairs Committee online meeting and provided the information there too.

The Board discussed two separate bills that will create a rebuttable presumption that an employee's COVID-19-related illness arose out of the course of employment for purposes of obtaining workers' compensation benefits. Mr. Hodgkiss said that staff has been watching this legislation as it develops and has been in contact with the District's workers' compensation insurance provider, Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA), about potential impacts and liabilities.

Mr. Hodgkiss updated the Board regarding the fiscal impact of the pandemic, which at the time the staff report was written the total for unpaid water bills was over \$70,000; he stated that as of the previous day, the total for unpaid water bills had decreased to \$50,000.

The Board discussed other precautions and suggested increasing the number of hand sanitizer dispensers around the District. Mr. Hodgkiss stated that hand sanitizer continues to be difficult to find for purchase; staff is searching daily to procure more. The Board also discussed touchless temperature and symptom checking of employees. Mr. Hodgkiss stated that staff has sought the advice of the District's labor counsel, Liebert Cassidy Whitmore, regarding temperature and symptom screening of employees and plans to follow the guidance provided by Liebert Cassidy Whitmore with regards to implementing screenings.

## **8. SCHOLARSHIP CONTEST**

See staff report attached hereto.

As Chair of the Public Affairs Committee (Committee) Director Miller said that there were 15 applications for the Scholarship Contest and many were very good. He stated that he and Director MacKenzie reviewed all of the applications with the assistance of Director of Administration Marlene Kelleher and Management Analyst Alisa Nichols and selected the six of best applicants to receive awards. Director MacKenzie agreed that there were so many good applicants, which made it difficult to select the winners. Ms. Kelleher stated that the Committee's recommended winners will be notified after approval by the Board. She said that each school is handling their end of the year awards ceremonies in different ways due to the pandemic—some ceremonies will be virtual, some will be prerecorded. She stated that staff will notify the winners and provide an electronic certificate and instructions for claiming their awards.

20-05-48	<i>Upon motion by Director MacKenzie, seconded by Director Miller and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the Public Affairs Committee's recommendation to award six \$1,000 scholarships to the following students as the winners of the Vista Irrigation District scholarship contest: Briseida Garcia from Mission Vista High School; Leianna Hill from Warner Springs High School; Kira Koch from Mission Vista High School; Madelyne Millard from Rancho Buena Vista High School; Hayden Nightingale from Vista High School; and Shaelynn Solio from Mission Vista High School.</i>
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## **9. 2019 ANNUAL REPORT**

See staff report attached hereto.

Ms. Kelleher stated that the 2019 Annual Report (Report) was drafted according to direction received from the Public Affairs Committee at its November 2019 meeting; the draft Report was reviewed and approved by the Public Affairs Committee at its April 2020 meeting. She said that once approved by the Board, the Report will be posted on the District's website, and a message will be included on water bills alerting the public as to its availability online. The Board all commented that the report looked good and the financial information was well summarized, making it a more readable and understandable. Director Dorey suggested that the heading on page 21, "District Financials", be centered on the page.

20-05-49 *Upon motion by Director Dorey, seconded by Director MacKenzie and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the 2019 Annual Report.*

#### **10. DIRECTOR COMPENSATION FOR TELECONFERENCES AND WEBINARS**

See staff report attached hereto.

Mr. Hodgkiss stated Director MacKenzie requested that this item be placed on a future meeting agenda for consideration by Board. He noted that the “one-hour minimum duration” requirement for teleconferences and webinars as a qualifying factor for director compensation was adopted in 2006; since that time, teleconference and online meetings have become a more common and prevalent means of reducing travel expenses. More recently, teleconferences and online meetings have been used to conduct business while complying with state and local orders regarding gatherings and social distancing during the coronavirus (COVID-19) pandemic.

Director MacKenzie stated that she believes the one-hour minimum provision was her idea in 2006; she realizes now that the rule is no longer practical as teleconference meetings have become more efficient with the same amount of work being accomplished in less time. President Vásquez commented that even though teleconference and online meetings are being conducted more efficiently the amount of preparation for the meetings remains the same. Mr. Hodgkiss stated that the Board Secretary polled other agencies to see if any had a similar clause, and of the ten that responded, nine had no minimum time requirement for teleconference and online meetings; one had no mention of teleconference and online meetings in their rules.

20-05-50 *Upon motion by Director Dorey, seconded by Director MacKenzie and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved amendments to Vista Irrigation District Rules and Regulations Section 1.5.1.F to eliminate the “one hour minimum duration” requirement for teleconferences and webinars as a qualifying factor for director compensation.*

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

See staff report attached hereto.

Director Miller reported that there had not been a meeting of the San Diego County Water Authority (Water Authority) since his last report. Mr. Hodgkiss reported on a Member Agencies Managers meeting he participated in on Tuesday May 19, 2020 in which the discussion centered on temperature and symptom checking of employees for coronavirus (COVID-19). There is a large variance from agency to agency in how this is being implemented, mostly based on input from each agency’s respective legal counsel. He noted that a few agencies are starting to have field staff return to work while office staff remains teleworking in most cases; only two agencies have reopened their lobbies.

Mr. Hodgkiss reported that a question was asked during the Member Agencies Managers meeting about the Water Authority’s plans for the upcoming rate increase to which the Water Authority General Manager indicated that a detailed report on this matter would be forthcoming. Mr. Hodgkiss said that he had since reviewed the staff report regarding Water Authority rates, which will be presented to the Water Authority Board at its May 28 meeting; he said that three alternatives for the rates in calendar year 2021



will be considered. Mr. Hodgkiss reviewed the three alternatives: 1) a 6.3 percent increase to all-in untreated water rates and 6.2 percent increase to all-in treated water rates; 2) no increase to all-in rates; or 3) maintain the calendar year 2020 rates. Water Authority staff's recommendation is to implement rate increases (as outlined in alternative 1 above) in order to continue operations in light of reduced sales and other factors; it is also being recommended that the Infrastructure Access Charge (IAC) charge (referred to on the District's billing as the "Emergency Storage Charge") be increased from \$3.66 to \$4.24.

## 12. MEETINGS AND EVENTS

See staff report attached hereto.

Director MacKenzie reported on her participation in California Special Districts Association (CSDA) Legislative Days conference that was held virtually. Wade Crowfoot, California Secretary for Natural Resources, provided an overview of what his department does to protect and manage California's diverse resources. He discussed among other things climate change, drought, the COVID-19 pandemic and California wildfires. It was noted that there have been 1,100 wildfires in California so far this calendar year. Secretary of State Alex Padilla also made a presentation which covered the 2020 census and methods for voting in the upcoming November 2020 election.

Director MacKenzie reported on her participation in a California Water Commission teleconference meeting on May 20, 2020 in which there was an annual review of the State Water Project. The Public Policy Institute of California also presented its October 2019 report, "Priorities for California's Water," highlighting the statewide and regional conveyance infrastructure issues.

Director MacKenzie requested that staff inquire about the deadline for cancelling registration for the virtual Summer ACWA Conference in July 2020, as she would like to wait until the agenda is published before making a final decision regarding her attendance. Director MacKenzie reported that CSDA has cancelled its annual conference that was scheduled for August 2020.

20-05-51	<i>Upon motion by Director Dorey, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved after the fact Director MacKenzie's attendance at the meeting of the California Water Commission.</i>
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## 13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

Mr. Hodgkiss said that the Water Awareness Poster Contest and Watersmart Landscape Contest awards will be presented for Board consideration at its July 15, 2020 meeting. He stated that the awards will likely be presented to the winners via a letter rather than in-person due to COVID-19 pandemic restrictions on gatherings that will likely still be in place when the items are presented to the Board in July. Mr. Hodgkiss stated that the annual water rate adjustment item will be placed on the August 5, 2020 meeting agenda for reconsideration by the Board. He said that staff will be issuing a press release announcing the winners of the Scholarship Contest.

## 14. COMMENTS BY DIRECTORS

Director MacKenzie asked if any research had been done by staff regarding grants or low cost loans that may be available for the San Pasqual Undergrounding Project (SPUP). Mr. Hodgkiss said that the current pandemic has demanded staff's immediate attention; he suggested that the District may want to

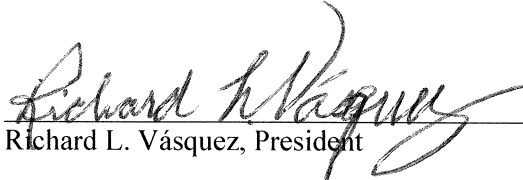
consider entering into a contract with a consulting firm that can assist the District with this matter. Director of Water Resources Don Smith updated the Board regarding the status of the SPUP, stating that the project design is 60 percent complete. Mr. Smith said that since the District does not own the facilities there may be an eligibility question related grants or special funding for the SPUP.

**15. COMMENTS BY GENERAL MANAGER**


Mr. Hodgkiss informed the Board that the Borden Bench Slope Failure Restoration Project approved at its May 13, 2020 meeting began construction the previous day; it is anticipated that construction will be completed the following week (with the exception of the installation of netting and hydroseeding).

**16. ADJOURNMENT**

There being no further business to come before the Board, at 10:42 a.m., President Vásquez adjourned the meeting.

  
Richard L. Vásquez, President

ATTEST:

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



**STAFF REPORT**

**Agenda Item: 6.A**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Shallako Goodrick**  
**Reviewed By: Marlene Kelleher**  
**Approved By: Brett Hodgkiss**

SUBJECT: TREASURER’S REPORT AS OF MARCH 31, 2020

RECOMMENDATION: Informational report concerning the investments of the District.

SUMMARY: Attached for review by the Board of Directors is the Treasurer’s Report as of March 31, 2020. The report is formatted to provide information as required by the California Government Code and Vista Irrigation District Investment Policy. The Treasurer’s Report contains both an investment summary and a detailed security listing. Also attached is a five-year cash flow forecast, which indicates the District’s investments are sufficiently liquid to meet anticipated cash flow needs.

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

As of March 31, 2020, the net unrealized gain on the portfolio was as follows:

	<u>Unrealized Gain</u>
Treasury Bills	\$313,910
LAIF	<u>72,301</u>
Net Unrealized Gain	<u><u>\$386,211</u></u>

All investment transactions have been made in accordance with the District’s Investment Policy.

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

	<u>3/31/16</u>	<u>3/31/17</u>	<u>3/31/18</u>	<u>3/31/19</u>	<u>3/31/20</u>
Total Portfolio	\$31,288,682	\$31,065,089	\$29,997,674	\$31,164,888	\$43,294,920
Unrealized Gain	\$48,915	\$39,584	\$71,655	\$241,041	\$386,211
Weighted Average Maturity	123 Days	113 Days	101 Days	121 Days	87 Days
Portfolio Interest Rate	0.48%	0.79%	1.54%	2.45%	1.50%

ATTACHMENTS: Treasurer’s Report  
Securities Detail  
Cash Flow Projection

**Vista Irrigation District**  
**TREASURER'S REPORT**  
**March 31, 2020**

<u>Category</u>	<u>Maturity Value</u>	<u>Percentage Permitted by Board Policy</u>	<u>Actual Percentage</u>	<u>Weighted Average Maturity (in Days)</u>	<u>Current Interest Rate</u>
<b>Cash and Cash Equivalents</b>					
Checking/Petty Cash	\$ 1,783,171	n/a	4.1%	0	0.00%
California Asset Management Program	12,347,131	40%	28.5%	1	1.22%
Local Agency Investment Fund	9,664,618	40%	22.3%	1	1.73%
	<u>23,794,920</u>		<u>55.0%</u>	<u>1</u>	<u>1.34%</u>
<b>Securities</b>					
U.S. Treasury	19,500,000	100%	45.0%	191	1.69%
<b>Total Portfolio</b>	<u>\$ 43,294,920</u>		<u>100.0%</u>	<u>87</u>	<u>1.50%</u>

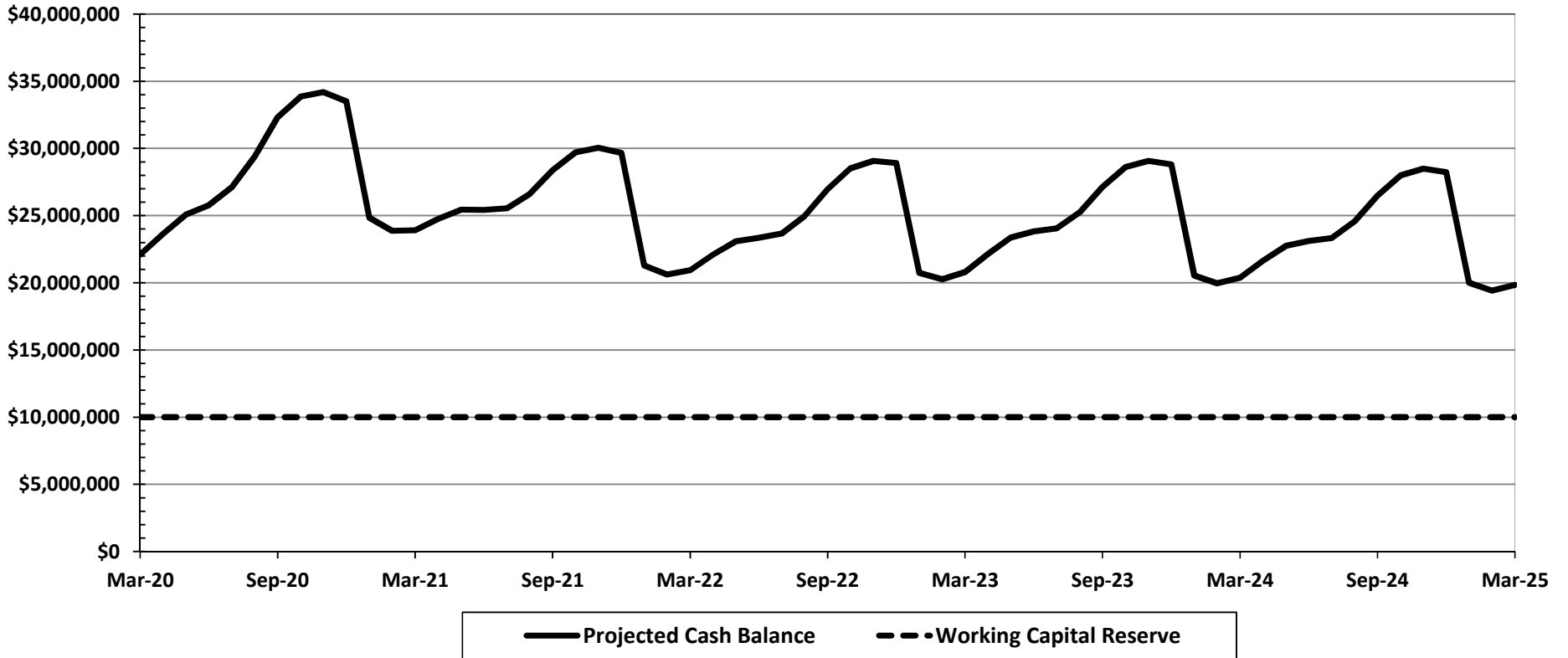
**Notes:**

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

**Vista Irrigation District**  
**SECURITIES DETAIL**  
**March 31, 2020**

<b>Issuer</b>	<b>Investment Type</b>	<b>Interest Rate</b>	<b>Maturity Date</b>	<b>Days to Maturity</b>	<b>Maturity Value</b>	<b>Cost</b>	<b>Market Value</b>	<b>Unrealized Gain</b>
U.S. Treasury	Treasury Bill	2.443%	04/23/20	23	\$ 1,500,000	\$ 1,464,207	\$ 1,499,995	\$ 35,789
U.S. Treasury	Treasury Bill	2.359%	05/21/20	51	1,500,000	1,465,420	1,499,874	34,454
U.S. Treasury	Treasury Bill	2.049%	06/18/20	79	1,500,000	1,469,894	1,499,779	29,885
U.S. Treasury	Treasury Bill	1.976%	07/16/20	107	1,500,000	1,470,956	1,499,679	28,723
U.S. Treasury	Treasury Bill	1.855%	08/13/20	135	1,500,000	1,472,700	1,499,567	26,867
U.S. Treasury	Treasury Bill	1.793%	09/10/20	163	1,500,000	1,473,610	1,499,263	25,653
U.S. Treasury	Treasury Bill	1.647%	10/08/20	191	1,500,000	1,475,733	1,499,388	23,654
U.S. Treasury	Treasury Bill	1.610%	11/05/20	219	1,500,000	1,476,264	1,499,370	23,106
U.S. Treasury	Treasury Bill	1.569%	12/03/20	247	1,500,000	1,476,871	1,499,259	22,388
U.S. Treasury	Treasury Bill	1.595%	12/31/20	275	1,500,000	1,476,492	1,498,949	22,457
U.S. Treasury	Treasury Bill	1.532%	01/28/21	303	1,500,000	1,477,402	1,498,755	21,353
U.S. Treasury	Treasury Bill	1.304%	02/25/21	331	1,500,000	1,480,738	1,498,368	17,629
U.S. Treasury	Treasury Bill	0.264%	03/25/21	359	1,500,000	1,496,057	1,498,008	1,952
		<u>1.692%</u>		<u>191</u>	<u>\$ 19,500,000</u>	<u>\$ 19,176,344</u>	<u>\$ 19,490,254</u>	<u>\$ 313,910</u>

**Vista Irrigation District  
CASH FLOW PROJECTION  
March 31, 2020**





**STAFF REPORT**

**Agenda Item: 6.B**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Frank Wolinski**  
**Approved By: Brett Hodgkiss**

SUBJECT: ANNUAL CONTRACT FOR TRAFFIC CONTROL SERVICES

RECOMMENDATION: Authorize the General Manager to extend the existing contract with Cecilia’s Safety Service, Inc. to provide traffic control services for the fiscal year 2021 in an amount not to exceed \$550,000.

PRIOR BOARD ACTION: On May 15, 2019, the Board authorized the General Manager to enter into a contractual service agreement with Cecilia’s Safety Service, Inc. to provide traffic control services for District jobs for the fiscal year 2020.

FISCAL IMPACT: This contract is proposed for an amount not to exceed \$550,000.

SUMMARY: Historically, the District has used outside traffic control services to reduce costs, better utilize District staff and to minimize service disruption time during construction and repair; outsourcing this service transfers associated risk and provides our customers and field crews a safe and efficient work environment. During fiscal year 2020, Cecilia’s Safety Service, Inc. successfully provided reliable traffic control services for District jobs. The current contract with Cecilia’s Safety Service, Inc. allows for the District to extend the contract through fiscal year 2021.

DETAILED REPORT: In April 2019, the District advertised and solicited bids for traffic control services throughout the District’s service area. Of the three traffic control companies that submitted responsive bids, Cecilia’s Safety Service, Inc. provided the lowest overall bid based on labor rates for flagging and traffic plan services. As a result of this process, the District entered into a contract with Cecilia’s Safety Service, Inc. for fiscal year 2020. Staff recommends exercising the District’s first option to extend the contract for a one-year period for fiscal year 2021 in an amount not to exceed \$550,000. Cecilia’s Safety Service, Inc. hourly rates and traffic plan pricing (table below) remain the same for fiscal year 2021.

Company	Regular	Overtime	Weekend & Holidays	Traffic Plans
Cecilia’s Safety Service, Inc.	\$95.00/hour	\$95.00/hour	\$115.00/hour	\$35.00/sheet



**STAFF REPORT**

**Agenda Item: 6.C**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Frank Wolinski**  
**Approved By: Brett Hodgkiss**

**SUBJECT:** ANNUAL CONTRACT FOR MATERIAL TRANSPORT SERVICES

**RECOMMENDATION:** Authorize the General Manager to extend the existing contract with Leon Perrault Trucking to transport and provide assorted material for District jobs in an amount not to exceed \$225,000.

**PRIOR BOARD ACTION:** On June 6, 2018, the Board authorized the General Manager to enter into a contractual service agreement with Leon Perrault Trucking to transport and provide assorted materials for District jobs. The Board authorized the General Manager to extend the existing contract with Leon Perrault Trucking in an amount not to exceed \$225,000 on May 1, 2019.

**FISCAL IMPACT:** This contract is proposed for an amount not to exceed \$225,000.

**SUMMARY:** Historically, utilizing outside materials transport services has led to improved production on the District’s mainline replacement program as it has allowed construction crews to focus on mainline installations and repair. During the fiscal year 2020, Leon Perrault Trucking successfully transported materials to and from District job sites and the District yard. The current contract with Leon Perrault Trucking allows for the District to extend the contract through the fiscal year 2021.

**DETAILED REPORT:** In May 2018, the District advertised and solicited bids from eight material transport companies for the importing of fill material and the exporting of spoils from different job sites within the District’s service area. In addition to transport services, companies were also asked to submit pricing for various materials used on District projects. Of the three transport companies that responded, Leon Perrault Trucking was the lowest bid. As a result of this process, the District entered into a contract with Leon Perrault Trucking for fiscal year 2019 with an option to extend the contract for two additional one-year periods at the District’s discretion. Staff recommends exercising the District’s second (and final) option to extend the contract for a one-year period for fiscal year 2021 in an amount not to exceed \$225,000. Leon Perrault Trucking rates and material prices (table below) remain the same for fiscal year 2021.

Company	Material Transport Prices	Material Prices (per ton)			
		Class 2	Class 3	Sand	Rock
Leon Perrault Trucking	\$150.00 per load or \$110 per hour	\$10.00	\$10.00	\$16.00	\$16.00





## STAFF REPORT

Agenda Item: 6.D

<b>Board Meeting Date:</b>	<b>May 21, 2020</b>
<b>Prepared By:</b>	<b>Mark Saltz</b>
<b>Reviewed By:</b>	<b>Don Smith</b>
<b>Approved By:</b>	<b>Brett Hodgkiss</b>

**SUBJECT:** WELL FIELD MAINTENANCE SERVICES

**RECOMMENDATION:** Authorize the General Manager to enter into a new agreement with Brax Company Inc., formerly Hidden Valley Pump Systems, Inc., to provide as-needed services on the Warner Ranch to maintain wells and well pumps for fiscal year 2021 in an amount not to exceed \$100,000.

**PRIOR BOARD ACTION:** On November 1, 2017, the Board authorized the General Manager to enter into an Agreement for Services with Hidden Valley Pump Systems, Inc. (HVPS) to provide as-needed services on the Warner Ranch to maintain wells and well pumps, in an amount not to exceed \$100,000. On May 16, 2018, the Board authorized the General Manager to renew the Agreement for an additional 1-year term and on June 5, 2019, the Board authorized the General Manager to renew the Agreement for the final 1-year term allowed under the existing Agreement.

**FISCAL IMPACT:** The current agreement, which expires June 30, 2020, is in an amount not to exceed \$100,000. There have been no expenditures this fiscal year; however, expenditure levels vary from year to year based on maintenance needs of the well field. Therefore, the agreement amount for fiscal year 2021 is proposed to remain at not to exceed \$100,000.

**SUMMARY:** Hidden Valley Pump Systems recently merged with Bear State Pump & Equipment and completed a corporate name change, now known as Brax Company, Inc. (Brax); Ownership, management and office location remain the same. The final one-year option period with Brax expires on June 30, 2020; therefore, a new agreement is required to allow Brax to continue to provide well field maintenance services on the Warner Ranch.

**DETAILED REPORT:** HPVS/Brax has been providing as-needed well field maintenance services to the District on the Warner Ranch for many years. Brax has specialized equipment and the expertise for working on commercial wells in a ranch setting, and their proximity to the District's operations enables them to respond to emerging maintenance requirements in a timely and cost effective fashion. Brax's familiarity with the District's unique operations and working conditions on the Warner Ranch reduces costs by eliminating the time needed to learn the District's system and greatly reducing the need for District staff time to assist Brax. Due to Brax's unique qualifications and history of satisfactory performance, District staff recommends renewing the agreement for fiscal year 2021.

In accordance with the District's purchasing policy, the agreement will be for one year with options to renew for two additional one-year periods at the District's discretion, prior to requiring reconsideration and approval of a new agreement.



## STAFF REPORT

**Board Meeting Date:** May 21, 2020  
**Prepared By:** Brett Hodgkiss

**SUBJECT:** COVID-19 PANDEMIC RESPONSE UPDATE

**RECOMMENDATION:** Informational report concerning Vista Irrigation District's actions taken in response to the coronavirus (COVID-19) pandemic.

**PRIOR BOARD ACTION:** None.

**FISCAL IMPACT:** As of the writing of this report, the District has spent \$13,860 in response to the COVID-19 pandemic; revenue deferment (potentially loss) attributable to unpaid water bills totals over \$70,000.

**SUMMARY:** At its March 18, 2020 meeting, the Board received an informational report on the District's Pandemic Response Plan as well as actions taken by the District in response to the COVID-19 pandemic. Since March 18, the Board has been provided COVID-19 pandemic response updates via email communications and in Monthly Division Reports. At its May 13, 2020 meeting, the Board requested staff provide an update regarding the actions taken by the District in response to the COVID-19 pandemic at its May 21, 2020 meeting.

**DETAILED REPORT:** The District's response to the COVID-19 outbreak and pandemic has been guided in large part by the Governor's Executive Orders and state and local public health orders; the actions that have been taken help ensure the District's continued operational and business continuity and provide for the health and well-being of District employees and customers. Below is a summary of actions taken by the District in response to the COVID-19 pandemic.

- Staffing levels at District office reduced to 50 percent; implemented Emergency Telecommuting Policy and COVID-19 Temporary Leave Policy, which incorporates provisions of the Families First Coronavirus Response Act.
- Communicated key information to employees, including preventative health measures (handwashing, avoid touching your eyes, nose and mouth, avoid close contact with people who are sick, stay home if you are sick, etc.) and requirement to social distance. Signs posted to remind employees of key preventative health measures.
- Temporarily closed the District office (lobby area) to the public; various means of outreach used, such as posting information on lobby doors and website and broadcast messaging, to inform customers about payment options as well as how to access Engineering services. Only necessary deliveries and required third party access allowed.
- No water shut-offs for non-payment as long the declaration of a state emergency remains in place; not locking backflows for past due testing; and minimizing planned shutdowns to ensure customers have water while stay at home order is in place.
- Placed information about the safety and quality of the water supply and other COVID-19 related information on the District's website.
- Public access to Board and Committee meetings provided via teleconference; other non-essential meetings also held electronically/telephonically.
- Closed various workout/exercise areas located at District headquarters.

- Place additional sanitizing products in various locations at the District office; sanitize and disinfect doorknobs and surfaces in common areas daily. Gloves available to those who process mail and packages.
- Require employees to wear face coverings when employees are working in the public and come within six feet of another person or if they will be within six feet of another co-worker or contractor vendor; the District has made up to three cloth facemasks available to each employee.
- Implemented single person occupancy of District vehicles; when this is not possible, occupants must wear face coverings/masks.
- Provided information regarding the importance of flushing private water systems when businesses reopen to avoid water quality issues to the Vista Chamber of Commerce and City of Vista staff to distribute to the business community. Information is also available on the District's website.

Based on recent state and local orders related to re-opening businesses, the District has begun planning for the return of its workforce to the District office and the eventual re-opening of the lobby area and Boardroom to the public. Staff will update the Board regarding its re-opening plans at a future Board meeting.



**PUBLIC AFFAIRS  
COMMITTEE REPORT**

**Agenda Item: 8**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Dirs. Miller and MacKenzie**

**SUBJECT:** SCHOLARSHIP CONTEST

**RECOMMENDATION:** Approve the Public Affairs Committee’s recommendation to award six \$1,000 scholarships to the following students as the winners of the Vista Irrigation District scholarship contest: Briseida Garcia from Mission Vista High School; Leianna Hill from Warner Springs High School; Kira Koch from Mission Vista High School; Madelyne Millard from Rancho Buena Vista High School; Hayden Nightingale from Vista High School; and Shaelynn Solio from Mission Vista High School.

**PRIOR BOARD ACTION:** At the April 17, 2019 meeting, the Board awarded six \$1,000 scholarships to the following students: Marcus Calderon from Vista High School; Joshua Cielo from Mission Vista High School; Ana “Daniela” Gallegos from Mission Vista High School; Rubi Gomez from Rancho Buena Vista High School; Josiah Hicks from North County Trade Tech High School; and Travis Letourneau from Rancho Buena Vista High School as the winners of the Vista Irrigation District scholarship contest.

**FISCAL IMPACT:** \$6,000.

**SUMMARY:** Each year, the District invites high school seniors who live or go to school within its service area to compete for a college or trade/vocational school scholarship. The purpose of the scholarship program is to increase student knowledge and awareness of water related issues impacting the District and its customers; it also provides an opportunity to introduce and garner water related advocacy among students, parents and school faculty (teachers, principals and counselors). Applicants must complete an essay and provide a one-page personal statement related to their background and/or goals; selection criteria also include community involvement or volunteer service, and letters of recommendation.

**DETAILED REPORT:** In December 2019, application packets, including a brochure promoting the scholarship contest, were provided to high school counselors within the District’s jurisdictional boundaries. Follow-up calls were made to counselors to make sure the application materials were received and inquire as to students’ interest in the program. Additional scholarship promotional efforts included: placing information about the scholarship in Rancho Buena Vista High School’s monthly scholarship bulletin, issuing a news release, and announcing the program on the District’s on-hold telephone message and website. Application materials were also made available on the District’s website.

The District received 15 completed application packages by the February 28, 2020 deadline. Of those, there were six applicants from Rancho Buena Vista High School, four applicants from Mission Vista High School, four applicants from Vista High School, one applicant from Warner Springs High School and one applicant from High Tech High School.

Public Affairs Committee members Miller and MacKenzie were the competition judges. The Committee reviewed the applications and recommend Briseida Garcia from Mission Vista High School; Leianna Hill from Warner Springs High School; Kira Koch from Mission Vista High School; Madelyne Millard from Rancho Buena Vista High School; Hayden Nightingale from Vista High School; and Shaelynn Solio from Mission Vista High School each receive a \$1,000 award as the winners of the Vista Irrigation District scholarship contest.

If the Board approves the Committee’s recommendation, students will be notified of their awards and provided instructions for scholarship issuance. Once the student has enrolled at a university, District staff will forward a check for \$1,000 to each university on behalf of the student(s).

**ATTACHMENTS:** Scholarship Application Instructions/Requirements  
Scholarship Applications



## SCHOLARSHIP APPLICATION PACKAGE

Vista Irrigation District (VID) invites local high school seniors to compete for scholarship(s) from VID. Up to six scholarships may be awarded; the minimum scholarship award amount is \$1,000 and the maximum scholarship award amount is \$3,000. Winners will be selected based on the quality and originality of an essay prepared by the applicant as well as school and community involvement. Applications will not be accepted if all criteria are not met, including correct formatting. **Applicants must submit each of the following documents by 5:00 PM on Friday, February 28, 2020:**

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

*California requires water agencies, like Vista Irrigation District, to meet water-use efficiency standards. Describe how you can best reduce water use and how you can (or do) encourage water-use efficiency in your community.*

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

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

A completed application package must be submitted to Vista Irrigation District, 1391 Engineer Street, Vista, CA 92081-8840, **by 5:00 PM on Friday, February 28, 2020.**

VID will review qualified applications and select winner(s) who will receive scholarships. Once enrolled at a college, university or vocational school, VID will send a check directly to the school on scholarship recipient's behalf.



**2020 SCHOLARSHIP APPLICATION**

(Competition is open to all high school seniors who live or attend school in VID's service area)

**Name:** \_\_\_\_\_

**Telephone number and best time to call:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**High School:** \_\_\_\_\_ **GPA:** \_\_\_\_\_

**How did you learn about the VID Scholarship?** \_\_\_\_\_

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

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

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**Honors or special recognitions received (school or other)**

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**If employed, job title and total hours per week:** \_\_\_\_\_

**Job Responsibilities:** \_\_\_\_\_

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Scholarship applications were provided to the Board under separate cover.



**PUBLIC AFFAIRS  
COMMITTEE REPORT**

**Agenda Item: 9**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Dirs. Miller and MacKenzie**

SUBJECT: 2019 ANNUAL REPORT

RECOMMENDATION: Approve 2019 Annual Report.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: Design and layout of the annual report is performed in-house by District staff. No outside printing costs are anticipated for the 2019 Annual Report. The document will be available for viewing on the District's website.

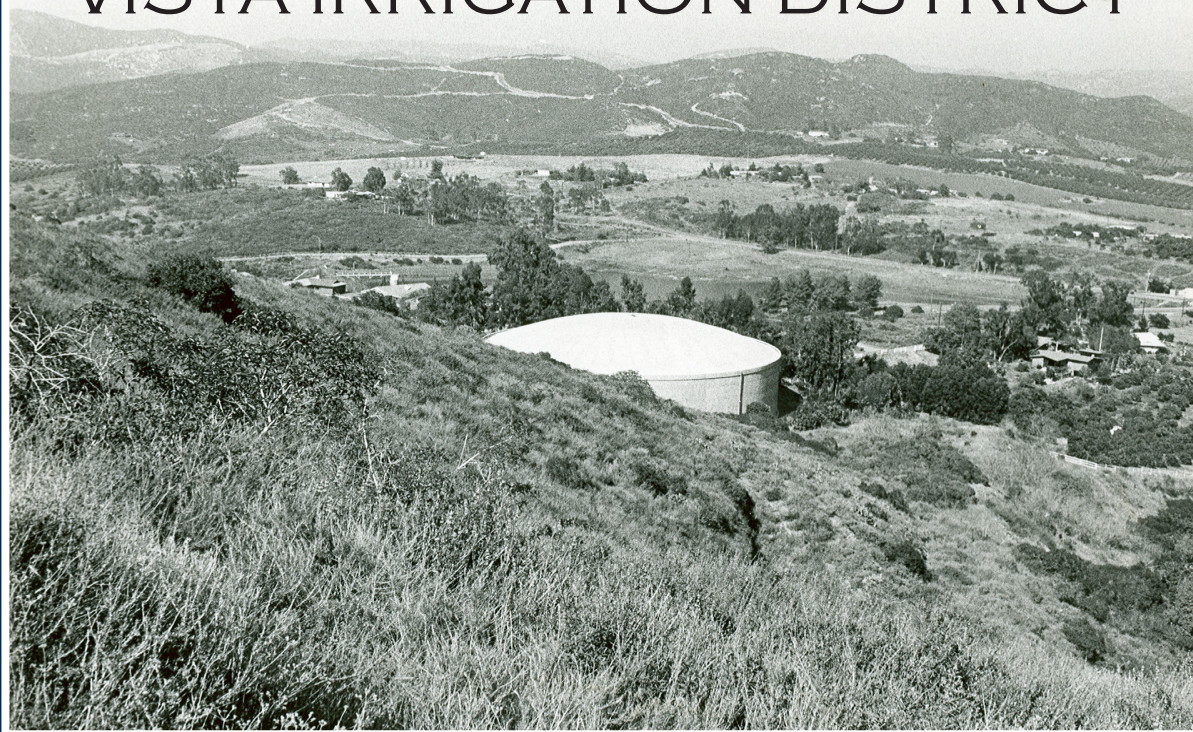
SUMMARY: Each year the District prepares an annual report that includes financial information, demographic data and articles about various water related topics, such as water efficiency, infrastructure improvements and water supply. The annual report is posted on the District's website and printed upon request.

DETAILED REPORT: On November 19, 2019, the Public Affairs Committee met and provided input on information to be contained in the 2019 Annual Report. The layout and design process of the annual report was completed in early April, and the Committee reviewed and approved the draft 2019 Annual Report on April 16, 2020. The draft 2019 Annual Report is now ready for the full Board's review and approval.

ATTACHMENT: Draft 2019 Annual Report



# VISTA IRRIGATION DISTRICT



# 2019 ANNUAL REPORT







Cover photos:

Top: Buena Creek (HB) Reservoir circa 1960's

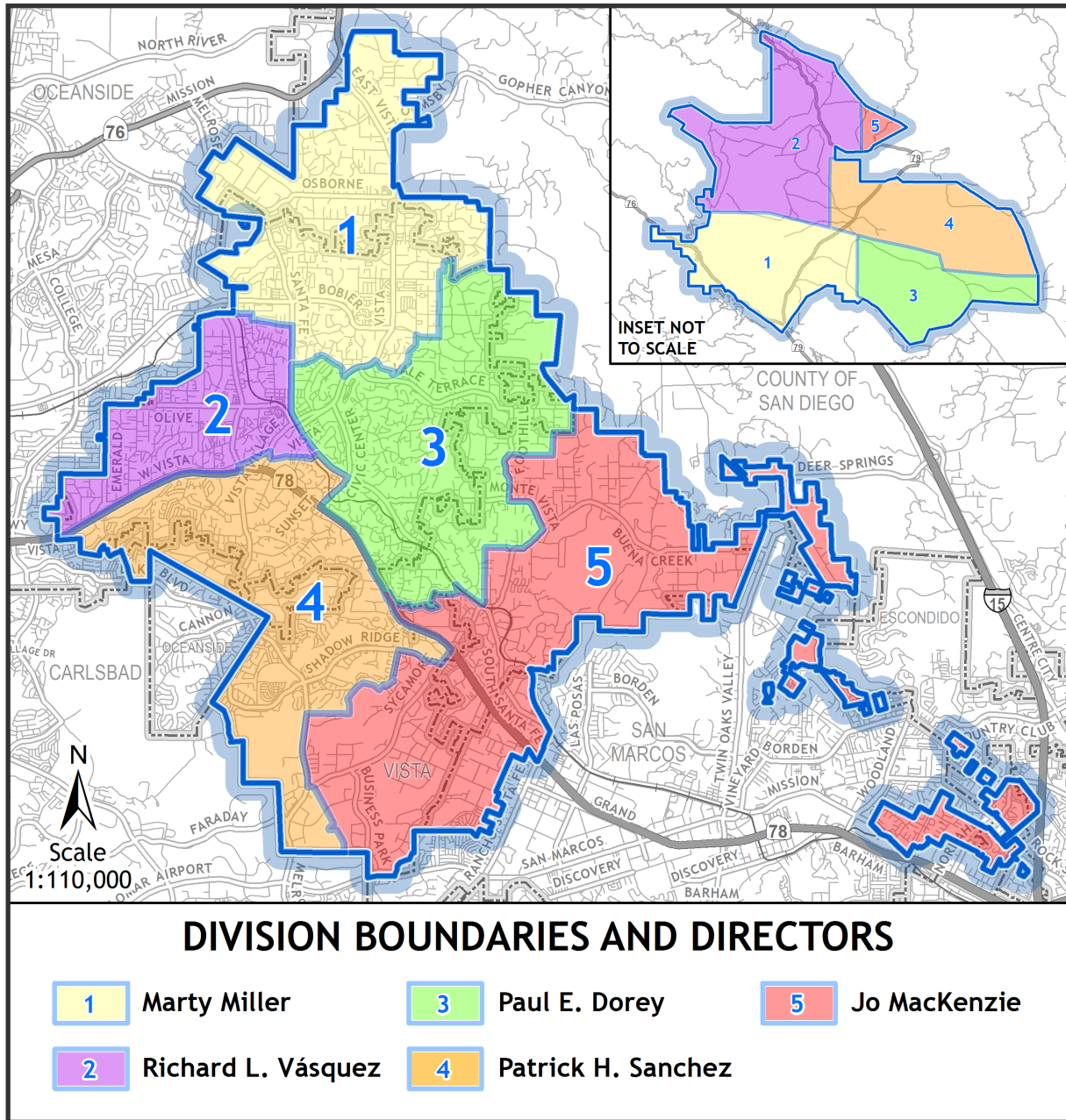
Bottom: Buena Creek (HB) Reservoir rehabilitation in progress

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# Vista Irrigation District Division Boundary Map



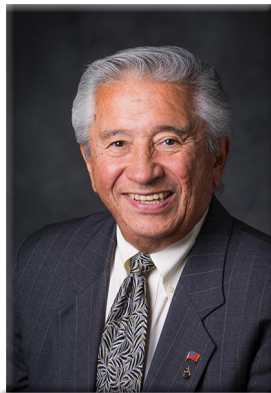
Vista Irrigation District serves more than 136,000 people through approximately 28,700 residential and business connections in Vista and portions of Escondido, Oceanside, San Marcos and unincorporated areas of San Diego County.

# BOARD OF DIRECTORS

**Marty Miller**  
*Division 1*



**Richard L. Vásquez**  
*Division 2*



**Paul E. Dorey**  
*Division 3*



**Patrick H. Sanchez**  
*Division 4*



**Jo MacKenzie**  
*Division 5*



***Board meetings are generally held on the first and third Wednesday of each month. Standing committees meet on an as needed basis. Meetings are held at the District office. Meetings are open to the public, and agendas are posted the Friday prior to the scheduled meeting. For further information about a meeting, or to request a copy of an agenda or staff report, please contact the Board Secretary at (760) 597-3128.***



# A Message from the Board President

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*Jo MacKenzie*  
*2019 Board President*  
*Director, Division 5*

*“The District’s 96th year of service to its customers saw important upgrades to critical infrastructure and recognitions for financial prudence, governance and transparency.”*

*~ Jo MacKenzie*

As a Board Member of Vista Irrigation District for the past twenty-seven years, I have seen the District go through many changes and face many challenges, including significant growth, several droughts, and legislative and regulatory hurdles. This past year, I was honored to serve my seventh term as Board President and work with the District’s dedicated staff to continue to provide you, our customers, with reliable water service.

New legislation and state and federal regulations, aging infrastructure and managing growth demands continue to stretch the resources of water agencies. The Board and staff work hard to ensure recent regulatory changes have the least impact on our customers. The District’s 96th year of service to its customers saw important upgrades to critical infrastructure and recognitions for financial prudence, governance and transparency by state and national associations.

This past year, the District continued its long-running, proactive mainline replacement program, installing about two miles of new pipe. Additionally, the District initiated work on a Water Supply Planning Study to determine the future of the nearly 100 year old Vista Flume, which is an integral part of the local water system. It also embarked on several significant reservoir projects, including rehabilitation of the Buena Creek (HB) Reservoir.

The District obtained Platinum Level recognition in Special District Governance from the Special District Leadership Foundation for showing its commitment to good governance, transparency, prudent fiscal policies and sound operating practices. The District is one of only eleven special districts statewide to receive this distinguished recognition. The District also received, for the twelfth year in a row, the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the District’s Comprehensive Annual Financial Report for the fiscal year 2018; the Certificate of Achievement is the only national award for public sector financial reporting.

The District is proud of its accomplishments and looks forward to providing reliable water service to the residents and businesses it serves for years to come. I encourage you to contact the District to offer your suggestions on how we can continue to provide the best service possible. We value your input.

# A Message from the General Manager

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**Brett L. Hodgkiss**  
**General Manager**

*“Our dedicated employees demonstrate excellence in service every day, striving to ensure that when you turn on the tap, water is there and safe to drink, and that is why I am very proud of them.”*

*~ Brett Hodgkiss*

Much has changed since Vista Irrigation District formed in 1923. What hasn't changed is our mission of providing a reliable supply of high quality water to you, our customers. Our knowledgeable and skilled staff make sure that we provide the best quality product and service to the residents and businesses we serve day in and day out.

As we enter a new decade, the water industry continues to face a number of challenges, including regulatory mandates and aging infrastructure. However, with challenges come opportunities to develop a path forward. Our Board of Directors is committed to making the tough decisions to shape that path and to making the necessary investment of resources to ensure Vista Irrigation District is able to secure and deliver a safe, reliable water supply.

Vista Irrigation District conducts thousands of tests for a multitude of drinking water constituents each year to ensure the water it delivers meets safe drinking water standards. As reported in our 2019 Triennial Public Health Goal Report and 2019 Consumer Confidence Report, your water met all federal and state drinking water standards to protect public health. We also assisted schools in our service area with lead sampling in accordance with state law.

Over the past year, Vista Irrigation District continued to implement its capital improvement program, replacing aging pipelines and rehabilitating reservoirs. We began work on the Edgehill Reservoir Replacement and Pump Station Project that will increase storage capacity and enhance water system operations. We also initiated work on a Water Supply Planning Study to assist us in evaluating and managing our water resources.

Our commitment to our customers is first and foremost. Maintaining our water supply, making sure it meets stringent water quality standards and moving it through our distribution system to homes and businesses in the communities we serve is a challenge but it is a challenge that our employees willingly accept and take very seriously. Our dedicated employees demonstrate excellence in service every day, striving to ensure that when you turn on the tap, water is there and safe to drink, and that is why I am very proud of them.

It is a pleasure to lead the Vista Irrigation District, and I look forward to working with our customers, staff and the Board of Directors to chart a path forward our agency and enhance the vital services that we provide. I encourage you to read the information contained in this report to learn more about Vista Irrigation District. We appreciate your continued input and partnership.



# Our Region's Trusted Water Leader San Diego County Water Authority

○ **June 9, 1944**  
The San Diego County Water Authority forms with nine charter members to administer the region's Colorado River rights, import water and take over operations of the regional aqueduct.



○ **December 17, 1946**  
The Water Authority annexes into the Metropolitan Water District of Southern California. As a condition of annexation, MWD requires the City of San Diego to assign its 112,000 acre-foot Colorado River water right to MWD.



○ **1950**  
The Water Authority serves about 80 percent of county's residents, delivering 59,000 acre-feet of water to 435,000 people.

○ **1954**  
Pipeline 2, a 48-inch-diameter pipeline built adjacent to Pipeline 1, begins delivering imported water.

## PIONEERING VISIONARY AGILE *and* DRIVEN FOR 75 YEARS... AND COUNTING



○ **November 29, 1944**  
President Roosevelt orders the U.S. Navy to construct Pipeline 1, connecting the Colorado River Aqueduct in Riverside County to the City of San Diego's San Vicente Reservoir in Lakeside.



○ **November 24, 1947**  
The first Colorado River water flows into San Diego County just in time to help avoid what could have been a significant water shortage in the region.



One acre-foot is about 325,900 gallons, enough to supply 2.5 single-family homes of four for a year.

○ **1950 - 1951**  
Drought causes concerns in San Diego County, and the Water Authority pursues plans for a second major pipeline.

From a rural agricultural enclave to a bustling southern California region, through historic droughts and significant population growth, the San Diego County Water Authority (Water Authority) has shaped the San Diego region. For 75 years, the Water Authority has played a pivotal role in the region's development as an international hub for innovation, recreation, agriculture, trade and so much more. With few natural water resources, strategic water supply planning and development is critical to San Diego County's continued prosperity – and in 2019 the Water Authority celebrated 75 years of collective successes ensuring a reliable water supply for the region.

On June 9, 1944, San Diego voters approved the Water Authority's formation under the County Water Authority Act. In the beginning, the Water Authority was made up of only nine member agencies; now

there are 24, including cities, special districts, like Vista Irrigation District (District), and Marine Corps Base Camp Pendleton. The Water Authority joined the Metropolitan Water District of Southern California (MWD) in 1946, allowing the region to begin receiving imported water from the Colorado River.

President Roosevelt ordered the United States Navy to construct the Water Authority's Pipeline 1, connecting the Colorado River Aqueduct to the San Vicente Reservoir. When water began flowing through Pipeline 1 in November 1947, San Diego had less than a month's supply of water left. In 1954, Pipeline 2 was built adjacent to Pipeline 1; three additional Pipelines were built over the coming years, culminating in 1982 with Pipeline 5, a pipe capable of carrying nearly three times the water as the first three pipes combined.

○ **1990**  
The Water Authority serves 2.4 million residents who use 642,000 acre-feet of water. Per capita potable water use is 235 gallons per day.

○ **1991**  
The Water Authority sponsors state Senate Bill 1224, requiring that toilets sold or installed in 1994 or later use no more than 1.6 gallons per flush – a standard adopted nationally in the Energy Policy Act of 1992 and a cornerstone of future water-efficiency efforts nationwide.

○ **1992**  
The Water Authority begins planning and environmental studies for the Emergency Storage Project, a system of reservoirs, pipelines and pump stations designed to serve water throughout the county if a major catastrophe such as an earthquake interrupts imported water supplies.



○ **1998**  
In April, the Water Authority and the Imperial Irrigation District execute an agreement for the largest agricultural-to-urban water transfer in U.S. history. In November, the Water Authority and MWD sign an Exchange Agreement to move the IID transfer water to San Diego County.

○ **2000**  
The State of California amends the County Water Authority Act, expanding the Water Authority's ability to build, own and operate electric and natural gas facilities.



○ **1990**  
The Water Authority initiates its Aqueduct Protection Program, an industry-leading maintenance and repair program for large-diameter pipelines.

○ **1991**  
After five years of drought, Metropolitan Water District deliveries to San Diego are cut by 31 percent for 13 months. The Water Authority purchases additional water from California Drought Water Bank and implements a major water conservation campaign. Economic development in the region suffers a major blow.



○ **1995**  
The Water Authority and Imperial Irrigation District announce a Memorandum of Understanding to pursue a major water conservation-and-transfer agreement for boosting regional water supply reliability.

○ **1997**  
The Water Authority starts developing a master plan for securing diversified water supply sources and implementing the associated capital improvement projects through 2030.

○ **2000**  
The Water Authority serves 2.8 million people who use 695,000 acre-feet of water. Per capita potable water use drops to 216 gallons per day.



1960

**The Water Authority provides 157,000 acre-feet of water to 956,000 people — almost 95 percent of county residents.**

1964

In *Arizona v. California*, the U.S. Supreme Court rules that California is limited to 4.4 million acre-feet of Colorado River water annually in the absence of a surplus or unused apportionment from Arizona and Nevada.



1976

Pipeline 4, 96 inches in diameter and capable of carrying nearly as much water as first three pipes combined, is completed in the Second Aqueduct.

1976-1977

San Diego County and the rest of California suffer from severe drought conditions.

1980

**The Water Authority serves nearly 99 percent of the county's 1.8 million residents, delivering 310,000 acre-feet of water.**

1989

The Water Authority authorizes an Optimal Storage Study to analyze the agency's water storage needs.



1961

Pipeline 3, a 72-inch-diameter pipeline capable of delivering nearly three times the water as Pipeline 1, is completed in the Second San Diego Aqueduct that terminates at Otay Reservoir.



1970

**The Water Authority's serves more than 1.2 million people, delivering 246,000 acre-feet of water.**

1978

The first water from Northern California is delivered to the San Diego region via the State Water Project's California Aqueduct and the Metropolitan Water District of Southern California.

1987

A major six-year drought begins in California.

1989

A \$530 million Capital Improvement Program is adopted by the Water Authority, encompassing 10 major water infrastructure projects.

1982

Pipeline 5, a 96-inch-diameter pipeline, is added to the Second Aqueduct, increasing regional delivery capacity to about 1 million acre-feet per year.



In 1950, the Water Authority served about 80 percent of San Diego County residents and by the 1980's that number had grown to nearly 99 percent.

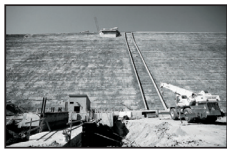
While the first four decades focused on building the infrastructure necessary to serve the developing region and its growing need for water, the modern era of the Water Authority started during deep, drought-induced water supply cuts in the early 1990s. Since then, the Water Authority and its 24 member agencies have deployed one of the most aggressive water supply diversification strategies in the nation to improve regional water supply reliability. At the same time, its member agencies, with the help of their customers, have reduced water use to the point that the total regional water use today is well below 1990 levels despite significant growth in the population and economy.

The Water Authority's diversification strategy has been multi-faceted and included large-scale water transfers from Imperial Valley, construction of the nation's largest dam raise to increase local water storage, regional efforts at conservation and sustainable landscapes, and the most technologically advanced seawater desalination plant in the nation. The far-sighted approach to supply diversification has served San Diego County well.

The story of San Diego has revolved around the search for water. The Water Authority will continue to search for ways to ensure a sustainable and reliable water source is available to support a thriving San Diego County.

2003

The Water Authority dedicates Olivenhain Dam, completing Phase One of the agency's \$1.5 billion Emergency & Carryover Storage Project. It is the region's first new dam in 50 years.



2010

**The Water Authority serves 3.2 million residents, who use a total of 566,000 acre-feet of water as per capita potable water use shrinks to 152 gallons per day.**

2011

The 11-mile, 8.5-foot diameter San Vicente Pipeline Tunnel, a key component of the Water Authority's Emergency & Carryover Storage Project, is finished.

2012

The Water Authority's Lake Hodges Pump Storage Project begins operations, providing up to 40 megawatts of clean, on-demand electricity for the region with two 28,000-horsepower pump turbines.

2015

Commercial water production begins at the Claude "Bud" Lewis Carlsbad Desalination Plant, which generates approximately 50 million gallons of high-quality drinking water each day as the nation's largest seawater desalination plant.

2018

**The Water Authority serves 3.3 million residents who use 518,000 acre-feet of water. Per capita potable water use drops to 134 gallons per day.**



2003

The U.S. Secretary of the Interior, the Water Authority, and other parties sign the historic Colorado River Quantification Settlement Agreement. The Water Authority and IID commence their water transfer agreement, and QSA water begins flowing to the San Diego region.



2010

Projects to replace nearly 60 miles of the earthen All-American and Coachella canals with modern, concrete-lined canals are completed. The projects provide San Diego with approximately 80,000 acre-feet of high-priority, low-cost water each year for 110 years as part of the QSA.



2014

The San Vicente Dam Raise, the largest water storage increase in county history, is completed, giving the region a critical hedge against water shortages. The project adds 157,000 acre-feet of water storage capacity to the reservoir, which is owned and operated by the City of San Diego.

2017

The Water Authority's Emergency & Carryover Storage Project wins the engineering industry's most prestigious global award from the American Society of Civil Engineers.

# Tap Water is the Best Deal Around!

Your tap is a source of high quality drinking water that is a great value, especially when compared to the cost of bottled water and other every day necessities, such as gas and milk. Gallon for gallon, your tap water is the best deal around.

## Tap Water Versus Bottled Water

Vista Irrigation District rigorously tests its water to ensure it complies with stringent state and federal water quality standards that meet or exceed those for bottled water. Bottled water is far more expensive than tap water and uses many more resources to package, ship, and dispose of when the bottles are empty. Tap water and bottled water are generally comparable in terms of safety, so the choice of tap or bottled is mostly a matter of personal preference. When you have a choice between bottled water and tap water, drinking from the tap is a better choice for your wallet and the environment.



## Tap Water is a Great Value

The District delivers high quality drinking water to your home or business for about half a cent per gallon. Compare that to the cost of bottled water, which often times is nothing more than processed tap water, and you can see why filling a reusable container with tap water is a safe and less expensive alternative. You already pay for water at the tap; why pay again for bottled water?

For more information about your water, you can read the 2019 Consumer Confidence Report online at [www.vidwater.org/water-quality](http://www.vidwater.org/water-quality) or call us at (760) 597-3100 and request a copy be mailed to you.

**\$0.005 per gallon**



**\$1.47 per gallon**



**\$3.72 per Gallon**



**\$3.32 per Gallon**



TAP WATER: Vista Irrigation District  
BOTTLED WATER: Costco - Kirkland Bottled Water (40 count 16.9 oz bottles)  
GAS: AAA - 2019 Average for San Diego  
MILK: USDA - 2019 Simple Average for United States

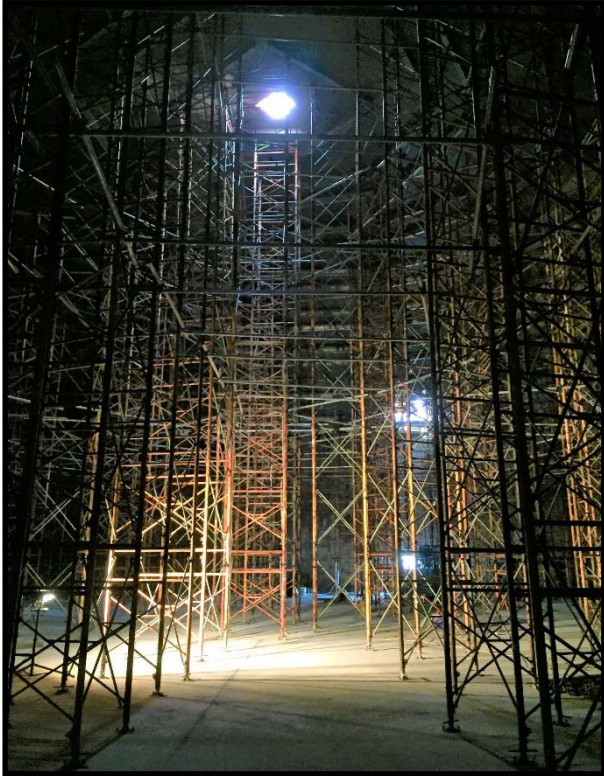


# Reservoir Rehabilitation Saves District Millions

This past year Vista Irrigation District began work on the Buena Creek (HB) Reservoir Rehabilitation project (HB Project). HB Reservoir, a 4.5 million gallon pre-stressed concrete tank located along Buena Creek Road, just west of Blue Bird Canyon Road, was constructed in the early 1960s and was identified as needing seismic upgrades. After careful analysis, the District decided to refurbish the HB Reservoir versus complete tank replacement, saving time and money.

Construction on the HB Project began in November 2019 and is expected to be completed in November 2020. HB Project components include seismic retrofits, structural repairs, reservoir roof replacement, piping work, exterior and interior stair replacement, interior coating, fresh paint, site grading improvements, new pavement and main access road, and safety and security improvements. The projected lifespan of the newly rehabilitated reservoir is about 50 years, the same as a completely new tank.

Choosing to refurbish the HB Reservoir versus replacement has multiple benefits to our customers, including shorter construction duration to lessen impact to District customers and significant cost savings. When the HB Project is complete, the District will have a new reservoir tank for about \$2 million less than it would have cost to demolish the tank and build a new one. HB Reservoir renovations will not only save the District money, they will increase water system reliability and redundancy, ensuring a reliable water supply for our customers for years to come.



Pictured: Roof demolition support system inside the reservoir complete



Pictured: HB Reservoir roof demolition in progress



Pictured: Aerial view of HB Reservoir Project in progress



# WATER SUPPLY FACTS

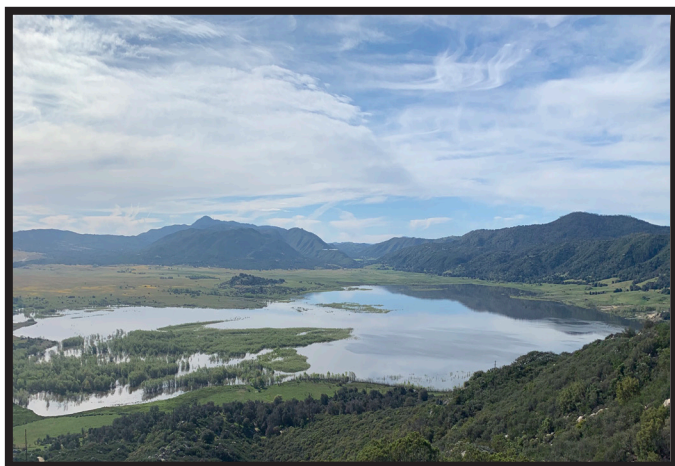
## WATER SOURCES

Vista Irrigation District's original source of water, dating back to 1926, was from Lake Henshaw. The lake was later purchased by the District, along with the 43,000 acre Warner Ranch, in 1946. However, drought conditions and population growth eventually caused the District to look for additional water sources. In 1954, the District became a member of the San Diego County Water Authority to take advantage of water imported from the Colorado River and Northern California.



Imported Water Source: Bay Delta

Over the last three decades, about 30 percent of the District's water has come from Lake Henshaw and 70 percent has come from purchased water sources, including the Colorado River, desalinated seawater and the Sacramento River/San Joaquin River Delta in Northern California. In fiscal year 2019, 16 percent of the District's water came from Lake Henshaw, a decrease of roughly two percent from the previous year.



Local Water Source: Lake Henshaw  
Photo credit: R. Larsen

## WATER QUALITY

Vista Irrigation District takes all steps necessary to safeguard its water supply. Each year staff conducts more than 12,000 tests for over 75 drinking water contaminants, ensuring that the District's water met or exceeded all Federal and State safe drinking water standards.

Every June, the District makes available its Consumer Confidence Report, also known as the Water Quality Report. The report provides a snapshot of the quality of water provided during the past year. Included are details about what is in your water and how it compares to prescribed standards. It also provides answers to commonly asked questions, such as "what affects the taste of my water?"

The District is committed to providing its customers with information about drinking water because informed customers are the District's best customers. If customers have questions or concerns about water quality, they may contact the District and speak with the water distribution supervisor.

2018 WATER QUALITY MONITORING RESULTS									
Parameter	Units	Federal or State MCL (MRDL)	PHG (MRDLG)	Range Average	Treatment Plant Effluents			DLR	Typical Source/ Comments
					Escondido-Vista Water Treatment Plant	Skinner, Twin Oaks Valley, & Warner Water Treatment Plants Combined Effluents	Carlsbad Desalination Plant		
<b>Primary Standards</b>									
<b>Clarity (Turbidity)</b>									
Combined Filter	NTU	TT-1	NA	Range: 0.04 - 0.12 Average: 0.08 Highest: 0.12	0.01 - 0.25 0.01 0.25	NR	NA	Soil Runoff	
Effluent Turbidity* % of readings below 0.3 NTU	%	95%	NA	Percentage	100.0%	100.0%	98.0%	NA	Soil Runoff
* Turbidity is a measurement of the cloudiness of water and is a good indicator of water quality and filtration performance. Turbidity results, which meet performance standards, are considered to be in compliance with filtration requirements.									
<b>Inorganic Constituents</b>									
Arsenic (As)	ug/L	10	0.004	Range: NR Average: NR	ND - 3 3	ND	2	Erosion of natural deposits; glass and electronic production waste	
Chloride	mg/L	1	0.05	Range: 0.13 - 0.23 Average: 0.15	NR	NR	0.02	By products of drinking water chlorination	
Fluoride (F-) Treatment Related	mg/L	2	1	Range: 0.6 - 0.8 Average: 0.7	0.13 - 0.31 0.5	0.6 - 0.8	0.1	Erosion of natural deposits; water additive for dental health	

Excerpts from the 2019 Consumer Confidence Report (CCR). The 2020 CCR will be available July 1, 2020.

# WATER SUPPLY FACTS

## WATER INFRASTRUCTURE



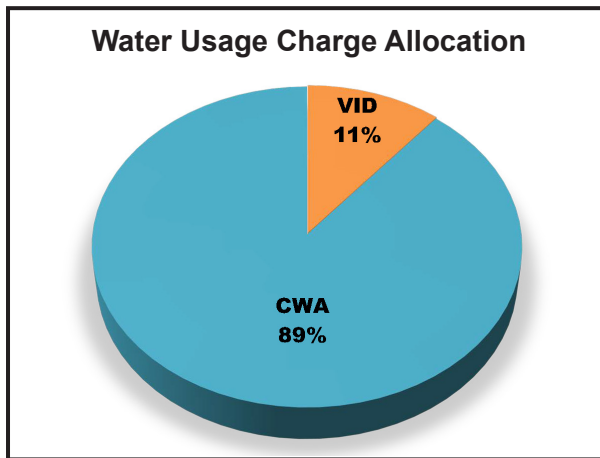
*Pictured:  
Mainline Replacement on Montgomery Drive*

Replacement of aging infrastructure has always been a high priority for the District. In 1995, the Board of Directors initiated an on-going Main Replacement Program (Program) with the goal of replacing aging pipelines before they reach the end of their useful life and become a maintenance liability. The formalized Program has allowed pipe replacements to be prioritized based on a variety of factors, including age of pipe, leak history, pipe material and input from District crews who evaluate every line's condition at the time repairs are being made.

Since its inception, the District has allocated \$34.5 million to this program, which has allowed the replacement of 34.5 miles of older pipe ranging in size from 4 to 20 inches. This year 9,217 feet (or nearly 1.75 miles) of pipeline was installed or replaced. The Board of Directors approved another \$2.5 million for this Program as part of the budget for fiscal year 2020.

The District's investments in the Main Replacement Program as well as system upgrades and other infrastructure improvements, including the rehabilitation and replacement of reservoirs, help the District meet its goal of providing a reliable and high quality water supply to its customers.

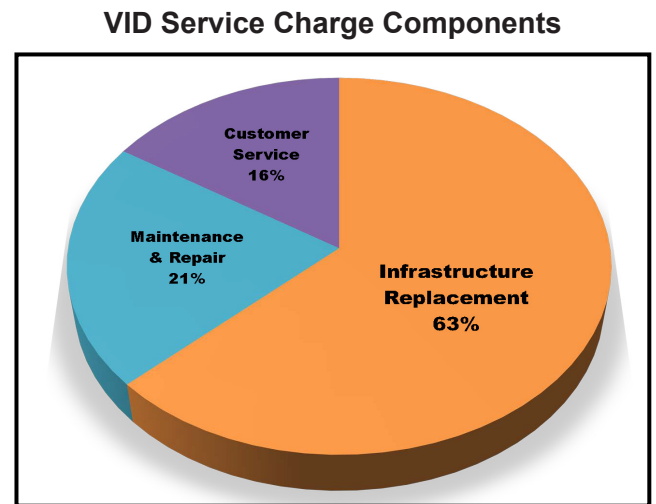
## WATER RATES AND CHARGES



Approximately 11 percent of the revenue generated by water usage charges is utilized by Vista Irrigation District to cover operating and maintenance expenses; the remaining 89 percent is used to pay the San Diego County Water Authority (Water Authority) for water purchases.

The Water Authority is responsible for supplying water to 24 member agencies within San Diego County. Not simply a water provider, the Water Authority is also responsible for the construction and maintenance of regional storage, delivery and treatment infrastructure necessary to ensure the reliable delivery of water to local water agencies like Vista Irrigation District.

Vista Irrigation District's service charge helps pay the District's fixed costs, which exist regardless of the amount of water pumped and delivered. Fixed costs continue without regard to the amount of water that a customer uses and are sometimes called "readiness-to-serve" charges because they are incurred as part of keeping the water system ready to deliver water to any customer at a moment's notice. The largest component of the service charge recovers the cost of replacing the District's aging water system infrastructure.



Information about Vista Irrigation District's water supply as well as an electronic copy of the latest Consumer Confidence Report can be found on the District's web site, [www.vidwater.org](http://www.vidwater.org). Additionally, you can find out more information about District services, rates, water conservation and recent announcements. Customers can also download publications, such as the District's direct payment program application and engineering standard specifications/drawings.



# SERVICE **ANNIVERSARY**

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## 25 Years



*Frank Wolinski*

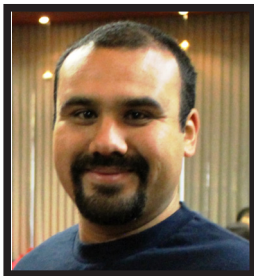
Annually the Board of Directors recognizes employees who have reached major milestones in their careers with the District. Longevity is a hallmark of Vista Irrigation District and this year was no exception. The pictured employees received service awards commemorating their dedicated service with the District.

## 20 Years

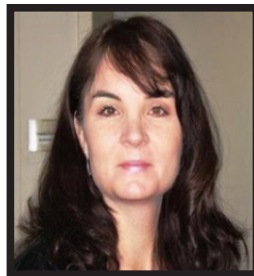


*Sonia Enriquez*

## 15 Years



*Oscar Chavez*



*Christina Moyer*



*Darin Schuck*

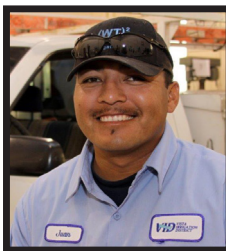
## 10 Years



*Richard Larsen*



*Christian Magill*



*Juan Perez*



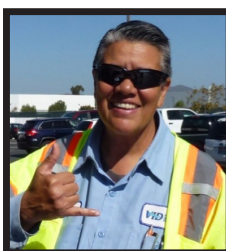
## 5 Years



*Ken Wulf*



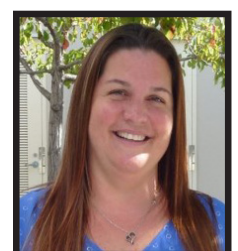
*Steve Tester*



*Sharon Turner*



*Rich Gangloff*



*Breona Paz*

# District Demographics



# DISTRICT DEMOGRAPHICS

## Distribution System

This table shows the District's treated water storage capacity by reservoir. The elevation numbers represent each reservoir's height above mean sea level.

RESERVOIR	SIZE AND TYPE	EXISTING CAPACITY (Million Gallons)	FLOOR ELEVATIONS (Feet)	TOP WATER ELEVATIONS (Feet)
Lupine Hills	Prestressed Concrete – 137' Dia. – 31' High	3.4	537.0	568.0
Pechstein	Prestressed Concrete – 355' Dia. - 27' High	20.0	810.0	837.0
Deodar	Prestressed Concrete - 86' Dia. - 30' High	1.3	869.0	899.0
San Luis Rey	Concrete - 156' x 136' x 25' High	3.1	540.0	565.0
Virginia Pl. (A)	Concrete - 100' Dia. - 13' High	0.8	695.0	708.0
Summit Trail (C)	Concrete - 100' Dia. - 13' High	0.8	625.0	638.0
Edgehill (E)	Concrete - 96' Dia. - 12' High	1.5	741.0	753.0
Cabrillo Cir. (E-1)	Concrete - 90' Dia. - 13' High	0.6	546.0	559.0
Rockhill (MD)	Concrete - 55' Dia. - 10' High	0.2	886.0	896.0
Edgehill (HP)	Prestressed Concrete – 160' Dia. – 32' High	4.7	943.0	975.0
Buena Creek (HB)	Prestressed Concrete – 160' Dia. – 30' High	4.5	951.0	981.0
Elevado (H)	Prestressed Concrete – 160' Dia. – 36' High	5.4	774.0	810.0
<b>Total</b>		<b>46.3</b>		

## Water Transmission Facilities

Escondido Canal and Intake	Carrying Capacity: 50 CFS	VID rights = 1/2
Vista Main Canal (Flume)	Carrying Capacity: 30 CFS	Twelve miles of conduit from the Escondido-Vista Water Treatment Plant to Pechstein Reservoir

## Water Meters

This table shows the total number of meters in service by the use type.

Residential (Single and Multi-Family)	24,393
Commercial/Industrial	1,581
Irrigation	944
Agricultural	515
Fire Service (Fire Sprinklers)	1,258
Governmental	89
<b>Total</b>	<b>28,780</b>

## VID Pipelines

This table shows miles of pipeline in the District's distribution system by size and material type.

4" to 12" AC	246 miles
14" to 36" AC	17 miles
2.5" to 12" PVC	97 miles
14" to 24" PVC	3 miles
4" to 12" Steel	38 miles
14" to 36" Steel	25 miles
All other materials larger than 4"	3 miles
<b>Total</b>	<b>429 miles</b>

## Water Equivalents

- 1 Acre Foot equals 325,900 gallons
- 1 Acre Foot equals 43,560 cubic feet
- 1 Cubic Foot equals 7.48 gallons
- 1 Cubic Foot per Second (CFS) equals 449 gallons per minute and in 24 hours equals 1.983-acre feet



# DISTRICT DEMOGRAPHICS

## Performance of Distribution Systems

(Fiscal Year 2018–2019)

This table shows water delivered to the District (from purchased and local sources) versus how much was delivered to customers. Losses encompass water that was delivered to the District but not sold to customers. Water losses can be attributable to a number of factors, including pipeline leaks and breaks, theft, hit fire hydrants and fire suppression activities.

	<u>Acre Feet</u>	
	<u>Water In</u>	<u>Water Out</u>
Local Water Received at Escndido-Vista Water Treatment Plant (Henshaw Water)	2,622	
Received from San Diego Aqueduct (Purchased)	13,422	
Metered to VID users		15,484
Losses		560
<b>Total</b>	<b>16,044</b>	<b>16,044</b>

## Lake Henshaw Properties

### Warner Ranch:

43,402 acres (68 square miles)

### Semi-Hydraulic Earth Fill Dam:

Height 110 feet, Length 1,950 feet

### Groundwater Development:

12 active production wells and  
91,000 feet of conduit

### Reservoir (Lake Henshaw):

51,774 acre feet capacity;  
2,219 acres in area, 203 square mile  
watershed

## Lake Henshaw Performance

This table presents an annual accounting of various sources of inflows, such as run-off and pumped water from the Warner Basin aquifer, and outflows of water from the lake.

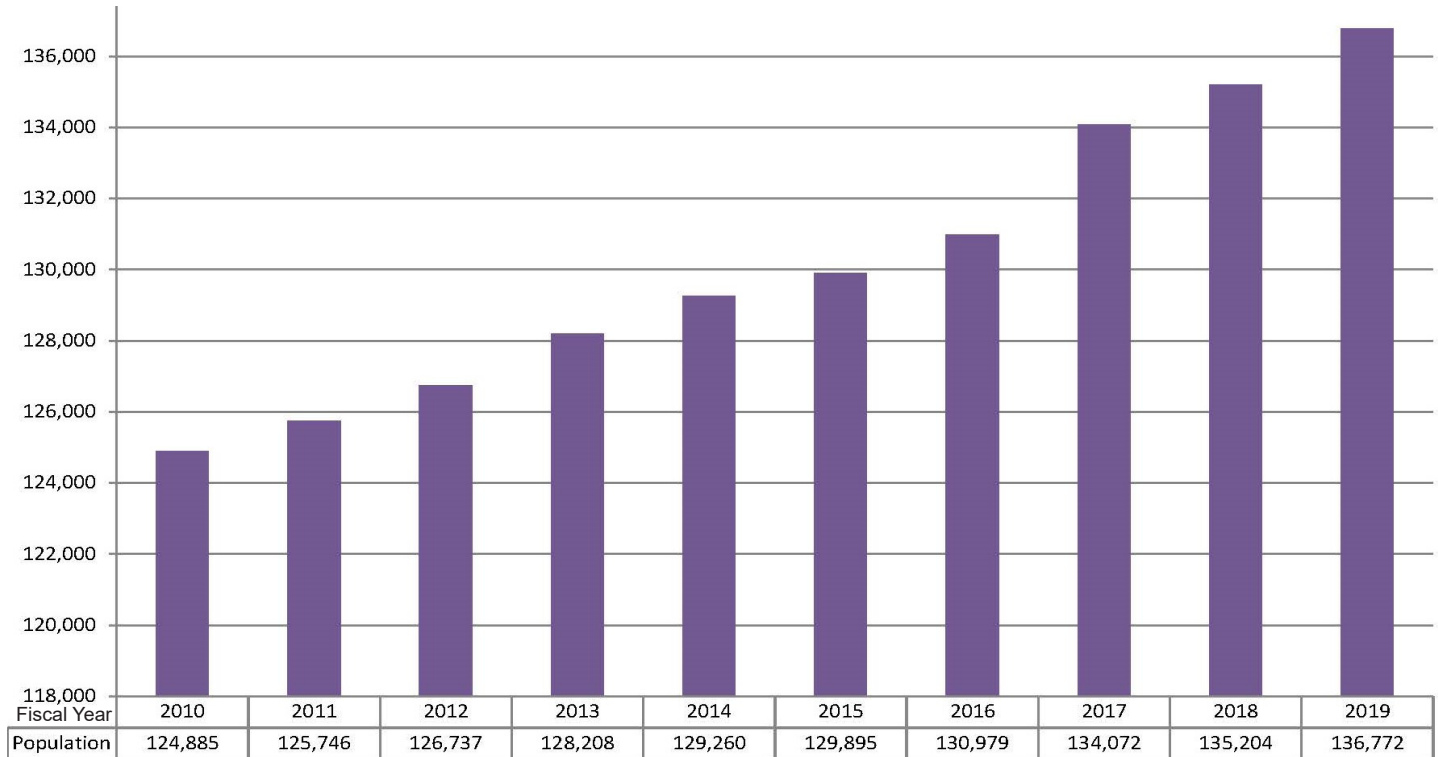
	<u>Acre Feet</u>
Total Storage July 1, 2018	3,706
Plus Pumped Water	3,843
Plus (minus) other gains/(losses)	15,340
Less Release	(4,832)
Less Evaporation	(4,269)
Less Spill	0
<b>Total Storage July 1, 2019</b>	<b>13,788</b>

\* Computed Runoff plus Rainfall, Conserved Evaporation, and Bank Storage.

# DISTRICT DEMOGRAPHICS

## Population

The graph depicts population growth within the District's service area, which is comprised of the city of Vista as well as portions of San Marcos, Escondido, Oceanside and unincorporated areas of the county. Source: San Diego Association of Governments.



## Average Daily Water Use Per Person

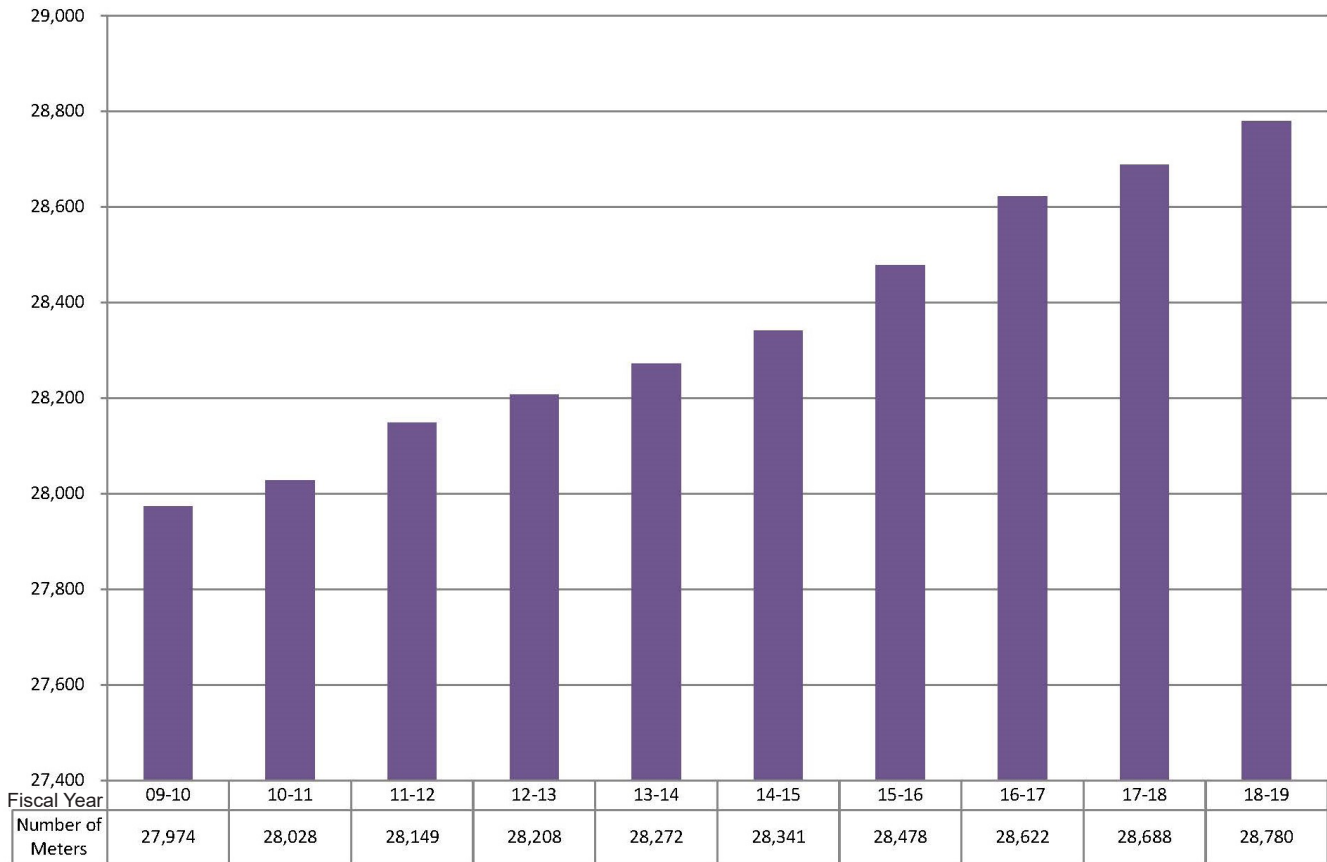
SBX 7-7 requires retail water agencies to achieve a 20% reduction in per capita water use by December 31, 2020 (referred to as "20 X 2020"). The District's 2020 target is 142 GPCD. The District's estimated daily per capita water use in 2019 was 105 gallons per capita per day (GPCD), which is 37 GPCD less than its 2020 target.



# DISTRICT DEMOGRAPHICS

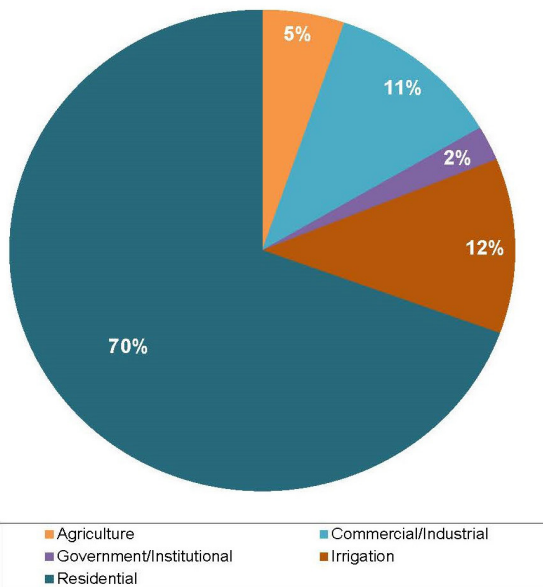
## Meters in Use

This graph shows the increase in the number of meters in use over a ten year period.



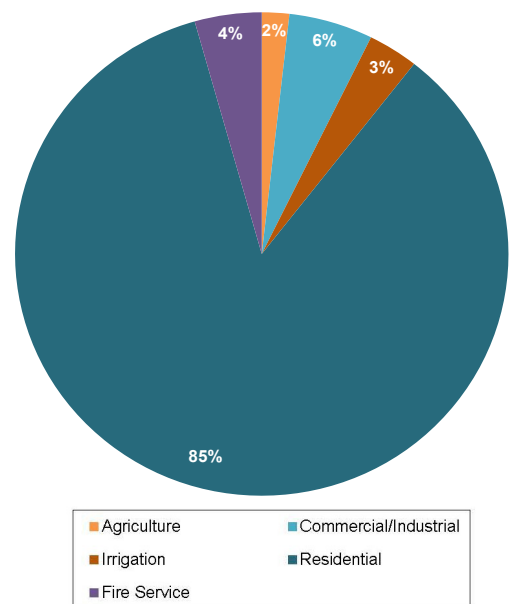
## Water Delivered by Use Type

This graph shows how much water is delivered for different uses. As illustrated, a majority of the water delivered to District customers (70%) is for residential use. The balance is delivered for irrigation, commercial/industrial (business), agriculture and governmental/institutional (parks, libraries, schools) uses.



## Meters in Service by Use Type

This graph shows meters in service by use. Almost 85% of the District's 28,780 meters are used to supply water to single-family residences.

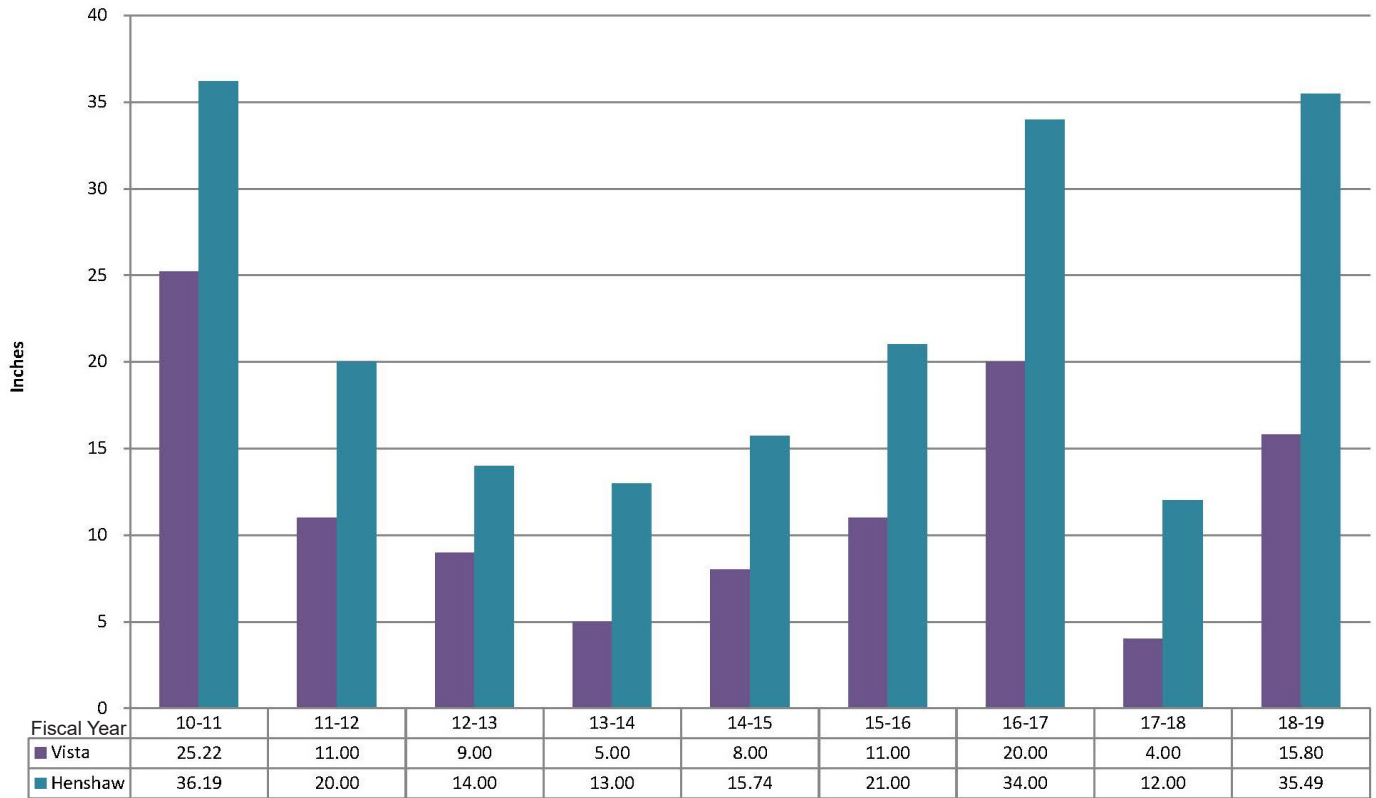


# DISTRICT DEMOGRAPHICS

## Rainfall

(July 1 - June 30)

This graph shows rainfall totals for Vista and the Lake Henshaw area over the past ten years.



## Water Received

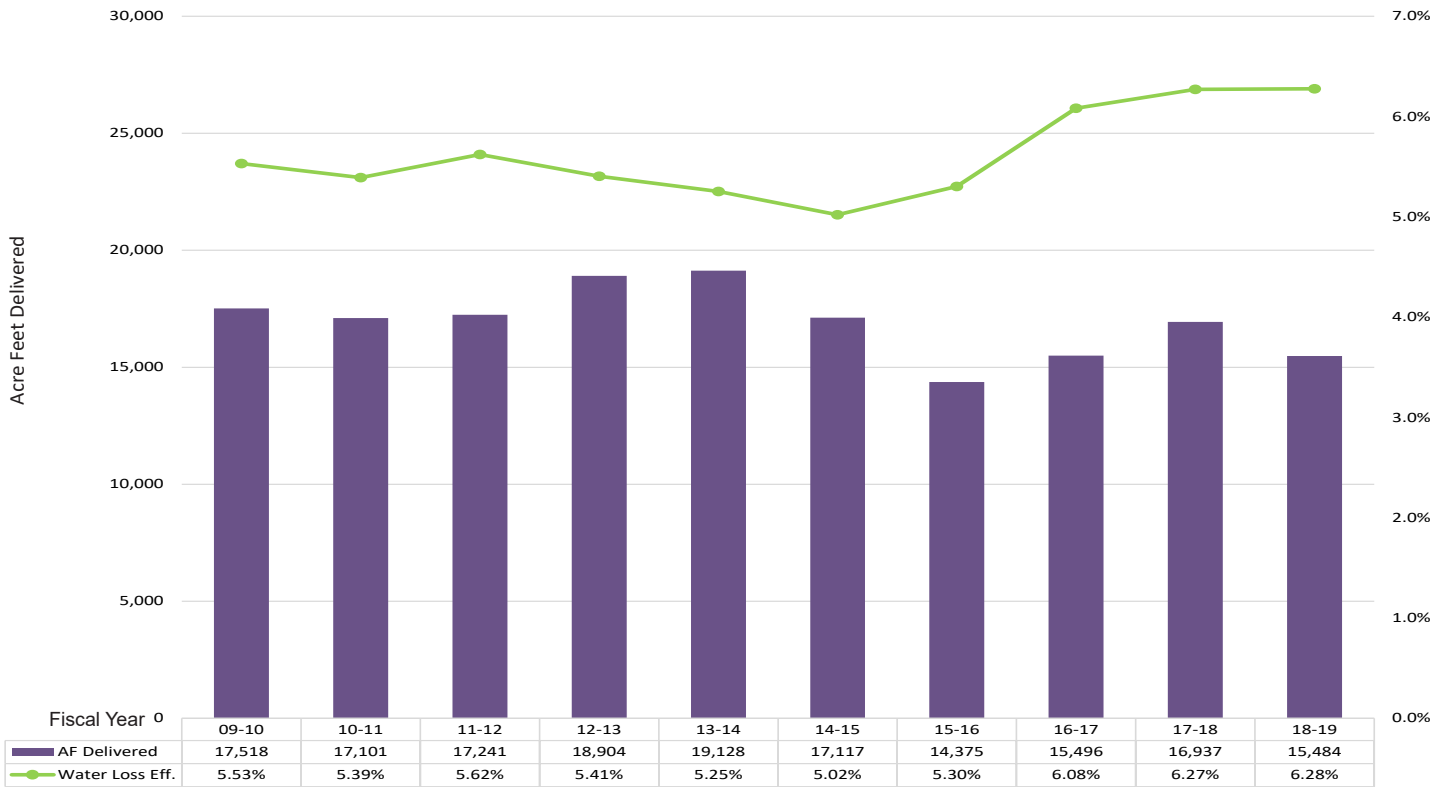
The District receives water from Lake Henshaw (local) and from Northern California, the Colorado River and desalinated sea water (purchased). This graph shows how much of each source was received in a given year.



# DISTRICT DEMOGRAPHICS

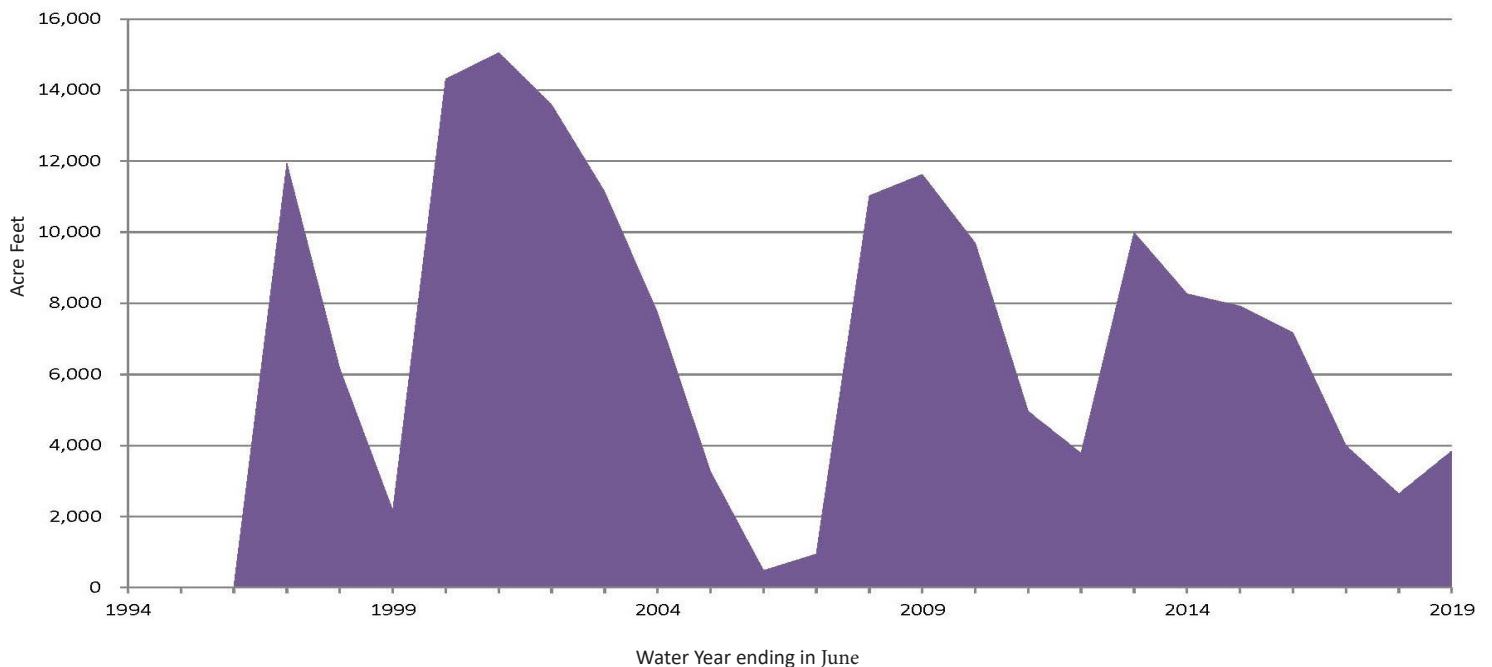
## Distribution Efficiency

The Distribution Efficiency graph shows water delivered to customers (from purchased and local sources) which is represented by the blue bars. The green line shows historical water losses. Losses encompass water that was delivered to the District but not sold to customers. Water losses can be attributable to a number of factors, including pipeline leaks and breaks, under-registering meters, evaporation, theft, hit fire hydrants and fire suppression activities.



## Water Pumped from Warner Basin (Yearly Totals)

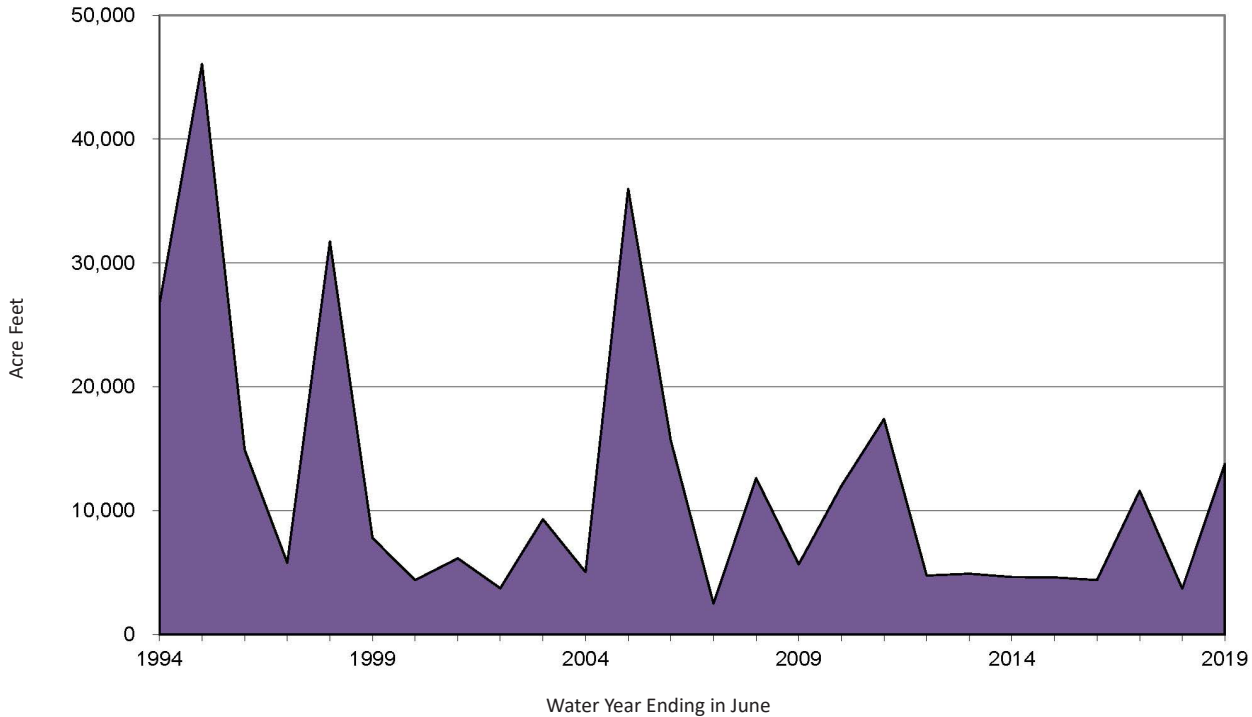
Lake Henshaw's water comes from run-off as well as pumped groundwater from the Warner Basin, which surrounds the lake. This graph shows pumped water totals from 1994 to 2019. Typically, pumped water is more heavily relied on during extended dry periods.



# DISTRICT DEMOGRAPHICS

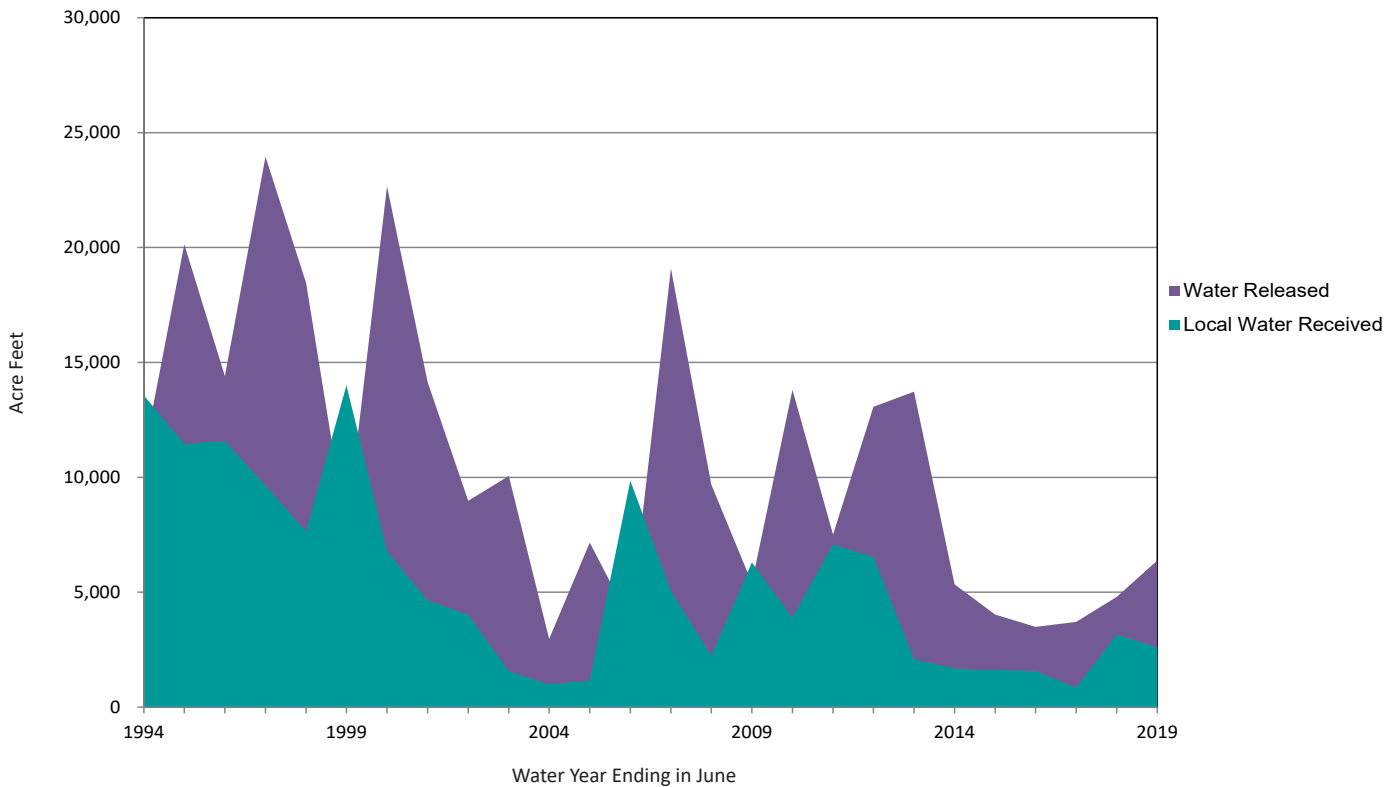
## Water Stored in Lake Henshaw

Lake Henshaw's storage capacity is 51,774 acre feet. This graph shows water stored in Lake Henshaw for the past 25 years.



## Water Released from Lake Henshaw versus Local Water Received

This graph compares the amounts of water released from Lake Henshaw with local water received by the District. Typically, the amount of local water received is less than the amount of water released because a portion of the released water also serves the City of Escondido and the Rincon Band of the Mission Indians.



# DISTRICT FINANCIALS





# *Vista Irrigation District Financial Summary*

## *For the Years Ended June 30, 2018 and June 30, 2019*

Below is a summary of Vista Irrigation District's financial performance for the fiscal year ended June 30, 2019. For a comprehensive representation of the financial position and results of operations of the District, please see the Comprehensive Annual Financial Report for Fiscal Years Ended June 30, 2019 and June 30, 2018, which can be found on Vista Irrigation District website at <https://www.vidwater.org/audited-comprehensive-annual-financial-reports>.

The below summary of the District's financial statements include two components:

- Net Position
- Changes in Net Position

The Net Position table includes the District's assets, deferred outflows, liabilities and deferred inflows, with the difference reported as net position. Net position provides the basis for evaluating the capital structure of the District and assessing its liquidity and financial flexibility.

### Net Position

The District's overall net position increased \$11.7 million between fiscal years 2018 and 2019 from \$112.7 to \$124.4 million. This change is primarily due to a \$5.1 million increase in operating revenue and a \$3.6 million gain on the sale of surplus land.

### **Vista Irrigation District Net Position** (In Millions of Dollars)

	<u>2019</u>	<u>2018</u>
Current assets	\$ 48.5	\$ 43.2
Capital assets	97.8	94.6
Total Assets	<u>146.3</u>	<u>137.8</u>
Deferred outflows of resources	5.0	6.8
Current Liabilities	9.6	13.2
Noncurrent liabilities	16.2	17.1
Total Liabilities	<u>25.8</u>	<u>30.3</u>
Deferred inflows of resources	<u>1.1</u>	<u>1.6</u>
Net Position:		
Investment in capital assets	97.8	94.6
Unrestricted	26.6	18.1
Total Net Position	<u>\$ 124.4</u>	<u>\$ 112.7</u>



# *Vista Irrigation District Financial Summary*

## *For the Years Ended June 30, 2018 and June 30, 2019*

### Change in Net Position

The Changes in Net Position table presents information identifying how the District's net position changed during each year. All of the year's revenues and expenses are recorded when the underlying transaction occurs, regardless of the timing of the related cash flows. Changes in net position measure the success of the District's operations during the year and determine whether the District has recovered its costs through user fees and other charges.

In fiscal year 2019, the District's operating revenues decreased by 2.7% to \$50.4 million; 94.8% of the District's operating revenues came from water sales. The decrease in operating revenues resulted primarily from decreased water sales as a result of increased rainfall.

During fiscal year 2019, the District's operating expenses decreased 2.7% to \$45.3 million primarily due to purchasing less imported water and a decrease in pension expense as a result of GASB 68 valuations.

### **Vista Irrigation District Changes in Net Position** (In Millions of Dollars)

	<u>2019</u>	<u>2018</u>
Operating Revenues		
Water Sales, net	\$ 47.8	\$ 49.8
System fees	1.2	0.7
Property rentals	0.8	0.8
Other services	0.6	0.5
Total Operating Revenues	<u>50.4</u>	<u>51.8</u>
Operating Expenses	<u>45.3</u>	<u>46.5</u>
Operating Income	<u>5.1</u>	<u>5.3</u>
Nonoperating Revenues (Expenses)		
Gain (Loss) on disposal of capital	3.7	-
Investment income	0.9	0.3
Property taxes	0.5	0.5
Total Nonoperating Revenues	<u>5.1</u>	<u>0.8</u>
Contributed Capital	<u>1.5</u>	<u>1.3</u>
Changes in Net Position	11.7	7.4
Total Net Position – beginning	112.7	110.1
Total Net Position – ending	<u>\$ 124.4</u>	<u>\$ 112.7</u>

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## **STAFF REPORT**

**Agenda Item: 10**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Lisa Soto**  
**Approved By: Brett Hodgkiss**

**SUBJECT:** DIRECTOR COMPENSATION FOR TELECONFERENCES AND WEBINARS

**RECOMMENDATION:** Consider amendments to Vista Irrigation District Rules and Regulations Section 1.5.1.F relative to the “one hour minimum duration” requirement for teleconferences and webinars as a qualifying factor for director compensation.

**PRIOR BOARD ACTION:** On April 19, 2006, the Board approved amendments to Section 1.5.1 of the District’s Rules and Regulations regarding director compensation to clarify what constitutes attendance at a meeting, event or occurrence.

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

**SUMMARY:** At the April 15, 2020 Board meeting, Director MacKenzie requested that the Board revisit the District’s policy regarding Director’s compensation and expense reimbursement related to teleconference attendance at approved meetings and webinars.

**DETAILED REPORT:** Currently, District Rules and Regulations Section 1.5.1.F defines what constitutes “attendance” at a meeting, event or occurrence as inclusive of participation by teleconference or webinar, provided the duration is one hour or more. Since this language was added in 2006, teleconference and online meetings have become more common and a prevalent means of reducing travel expenses; more recently, teleconferences and online meetings have been used to conduct business while complying with state and local orders regarding gatherings and social distancing during the coronavirus (COVID-19) pandemic.

**ATTACHMENT:** Vista Irrigation District Rules and Regulations Section 1.5.1.F

### 1.5.1 Director's Compensation

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

(Last revision 5/13/15: Ordinance No. 15-01)  
(12/21/05: Minute Order No. 05-12-107)

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

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

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

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

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

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

- 2) Attendance at an official event sponsored by another governmental agency or association.

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

F. For purposes of this section, attendance includes:

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



## **STAFF REPORT**

**Agenda Item: 11**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Brett Hodgkiss**

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

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



## **STAFF REPORT**

**Agenda Item: 12.A**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Lisa Soto**  
**Approved By: Brett Hodgkiss**

SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS

SUMMARY: Directors will present brief reports on meetings and events attended since the last Board meeting.



**STAFF REPORT**

**Agenda Item: 12.B**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Lisa Soto**  
**Approved By: Brett Hodgkiss**

**SUBJECT:** SCHEDULE OF UPCOMING MEETINGS AND EVENTS

**SUMMARY:** The following is a listing of upcoming meetings and events. Requests to attend any of the following events should be made during this agenda item.

	<b>SCHEDULE OF UPCOMING MEETINGS AND EVENTS</b>	<b>ATTENDEES</b>
<b>1</b>	<b>Third Annual Groundwater Sustainability Summit (GRA)</b> <i>June 10-11, 2020; Virtual Conference via conference call (audio) and WebEx (slides)</i> <i>Registration deadline: 6/3/20</i>	
<b>2 *</b>	<b>Council of Water Utilities Meeting</b> <i>June 16, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 6/11/20</i>	
<b>3 *</b>	<b>Council of Water Utilities Meeting</b> <i>July 21, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 7/16/20</i>	
<b>4</b>	<b>ACWA Summer Conference</b> <i>July 28-31, 2020; Webinar</i> <i>Registration deadline: 7/10/2020</i>	MacKenzie (R) Vásquez (R)
<b>5 *</b>	<b>Council of Water Utilities Meeting</b> <i>DARK IN AUGUST</i>	
<b>6 *</b>	<b>CSDA Quarterly Dinner Meeting</b> <i>Aug. 20, 2020, 6:00-9:00 p.m.; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 8/13/20</i>	
<b>7</b>	<b>CSDA Annual Conference</b> <i>Aug. 24-27, 2020; Palm Desert</i> <i>Registration deadline: 7/24/20</i>	MacKenzie Sanchez
<b>8</b>	<b>Headwaters Tour Field Trip (Water Education Foundation)</b> <i>Sept. 10-11, 2020; Begins and ends in Sacramento area</i> <i>Reservation deadline: 7/29/20</i>	
<b>9</b>	<b>Third Annual Western Groundwater Congress</b> <i>Sept. 14-16, 2020; Burbank, CA</i> <i>Reservation deadline: TBD</i>	Dorey
<b>10 *</b>	<b>Council of Water Utilities Meeting</b> <i>Sept. 15, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 9/10/20</i>	
<b>11</b>	<b>2020 Water Summit (Water Education Foundation)</b> <i>Sept. 24, 2020; Sacramento</i> <i>Registration deadline: TBD</i>	
<b>12</b>	<b>Special District Leadership Academy (CSDA)</b> <i>(Advanced track available)</i> <i>Sept. 27-30, 2020; South Lake Tahoe</i> <i>Registration deadline: 8/28/20</i>	
<b>13</b>	<b>San Joaquin River Restoration Tour Field Trip (Water Education Foundation)</b> <i>Sept. 30-Oct. 1, 2020; Begins and ends in Fresno</i> <i>Reservation deadline: 8/18/20</i>	
<b>14</b>	<b>Northern California Tour Field Trip (Water Education Foundation)</b> <i>Oct. 14-16, 2020; Begins and ends at Sacramento International Airport</i> <i>Reservation deadline: 9/1/20</i>	



	<b>SCHEDULE OF UPCOMING MEETINGS AND EVENTS</b>	<b>ATTENDEES</b>
<b>15 *</b>	<b>Council of Water Utilities Meeting</b> <i>Oct. 20, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 10/15/20</i>	
<b>16</b>	<b>Special District Leadership Academy (CSDA)</b> (Advanced track available) <i>Nov. 15-18, 2020; San Diego</i> <i>Registration deadline: 10/23/20</i>	
<b>17 *</b>	<b>CSDA Quarterly Dinner Meeting</b> <i>Nov. 19, 2020, 6:00-9:00 p.m.; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/20</i>	
<b>18 *</b>	<b>Council of Water Utilities Meeting</b> <i>Nov. 17, 2020; The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/20</i>	
<b>19 *</b>	<b>Council of Water Utilities Meeting</b> <i>DARK IN DECEMBER</i>	
<b>20</b>	<b>ACWA Fall Conference</b> <i>Dec. 1-4, 2020; Indian Wells; Registration deadline: TBD</i>	
<b>21</b>	<b>Colorado River Water Users Association Conference (CRWUA)</b> <i>Dec. 14-16, 2020; Las Vegas; Registration deadline: TBD</i>	

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

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

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



**STAFF REPORT**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Lisa Soto**

**SUBJECT:** ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

**SUMMARY:** This item is placed on the agenda to enable the Board to identify and schedule future items for discussion at upcoming Board meetings and/or identify press release opportunities.

*Staff-generated list of tentative items for future agendas:*

- Training requirements for Board members
- Fiscal Year 2021 Budget (following Fiscal Policy Committee review)
- General Manager Performance Evaluation
- San Luis Rey Watershed Council participation
- Warner Wellfield Assessment



**Agenda Item: 14**

**STAFF REPORT**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Lisa Soto**

SUBJECT: COMMENTS BY DIRECTORS

SUMMARY: This item is placed on the agenda to enable individual Board members to convey information to the Board and the public not requiring discussion or action.



**Agenda Item: 15**

**STAFF REPORT**

**Board Meeting Date: May 21, 2020**  
**Prepared By: Brett Hodgkiss**

SUBJECT: COMMENTS BY GENERAL MANAGER

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