

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

February 20, 2019

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, February 20, 2019, at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

President MacKenzie called the meeting to order at 8:34 a.m.

**2. ROLL CALL**

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

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Lisa Soto, Secretary of the Board; Don Smith, Director of Water Resources; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Greg Keppler, Engineering Project Manager; Matt Atteberry, Engineering Services Manager; Marlene Kelleher, Director of Administration; and Ramae Ogilvie, Administrative Assistant. General Counsel David Cosgrove was also present.

Other attendees: Sandra and Bruno Maola were present for agenda Item 7.

**3. PLEDGE OF ALLEGIANCE**

Director Sanchez led the pledge of allegiance.

**4. APPROVAL OF AGENDA**

19-02-27	<i>Upon motion by Director Vásquez, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the agenda as presented.</i>
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**5. PUBLIC COMMENT TIME**

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

**6. CONSENT CALENDAR**

19-02-28	<i>Upon motion by Director Vásquez, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 19-09 approving disbursements.</i>
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- A. Minutes of Board of Directors meeting on February 6, 2019

The minutes of February 6, 2019 were approved as presented.

- B. Resolution ratifying check disbursements

**RESOLUTION NO. 19-09**

**BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 60886 through 60963 drawn on Union Bank totaling \$394,941.28.**

**FURTHER RESOLVED that the Board of Directors does hereby authorize the execution of the checks by the appropriate officers of the District.**

**PASSED AND ADOPTED unanimously by a roll call vote of the Board of Directors of Vista Irrigation District this 20<sup>th</sup> day of February 2019.**

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**7. BACKFLOW INSTALLATION REQUIREMENT**

See staff report attached hereto.

Director of Engineering Randy Whitmann presented an overview of the agenda item and the request made by Mr. and Mrs. Maola for an exception to the requirement to install a backflow device on the fire service for the commercial property they manage located at 777 East Vista Way. Mr. Whitmann stated that Monarch Buena Vista is a proposed condominium project located at 751 East Vista Way. As a requirement for water service, the developer will be installing a new 8-inch water main within Townsite Drive and replacing all service laterals, including the fire service lateral for the commercial property located at 777 East Vista Way, which currently does not have a backflow device. Per the District's Rules and Regulations, the property owners at 777 East Vista Way were notified that they would be required to install a reduced pressure-principle backflow device as a result of the new service lateral being installed by the developer. Mr. Whitmann recalled that at the February 6 Board meeting, Mr. and Mrs. Maola requested that the Board consider making an exception to the requirement to install a backflow device, which they indicated would be a financial hardship.

The Board reviewed the District's Rules and Regulations related to the installation of backflow devices on existing commercial and industrial properties and considered the property owners' request. After careful consideration, the Board determined that it was unable to grant an exception due to California regulations, which are the basis of the District's backflow installation requirements. The Board expressed regret that it could not help the property owners in this circumstance. The Board discussed what, if anything, could be done in the future to make a similar situation better. General Counsel David Cosgrove suggested that in the future, perhaps as part of communication the District provides to a city when a new development is being planned, the District could add verbiage stating that in the event the developer is required to replace any existing water mains and laterals, the city is to notify any connecting property owners that backflow upgrades may be required as a result. Mr. Cosgrove said adding this language would provide property owners with advanced notice and afford them the opportunity to seek arrangements with the developer early on in the process.

19-02-29 *Upon motion by Director Sanchez, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors declined to make an exemption to the requirement to install a backflow device on the fire service at 777 East Vista Way, Vista; and requested that staff assist the property owners in looking at options to reduce the cost of installing the backflow device.*

Mr. and Mrs. Maola left the meeting at this time.

#### **8. WARNER RANCH SIPHON 1B CURED IN PLACE PIPE LINING PROJECT**

See staff report attached hereto.

Director of Water Resources Don Smith prefaced the item for discussion with a footnote about the storms the previous week, stating that some damage occurred to the canal and ditch system downstream of the siphon as the result of run-off from heavy rainfall. Mr. Smith said that he planned to assess the damage this Friday (February 22), and determine what needs to be done to make the canal and ditch system operational again. He noted that repairs to the canal and ditch system would need to be made ahead of the Warner Ranch Siphon 1B Cured In Place Pipe Lining Project (Project). Mr. Smith provided background regarding the Project and reviewed the various action items to be considered by the Board. Mr. Smith said that the availability of the contractor as well as the weather may affect the Project timeline. Director Dorey indicated interest in visiting the Project site, if possible, as part of the upcoming Board tour of Lake Henshaw and the Warner Ranch.

19-02-30 *Upon motion by Director Dorey, seconded by Director Vásquez and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors approved the Warner Ranch Siphon 1B Cured In Place Pipe Lining Project; determined that the project is exempt from the provisions of the California Environmental Quality Act and directed staff to file the Notice of Exemption with the County Clerk; and authorized the General Manager to execute an agreement with Nu-Line Technologies for the installation of the cured in place pipe lining in an amount not to exceed \$71,535.*

#### **9. CALIFORNIA WATER INSURANCE FUND BOARD OF DIRECTORS ELECTION**

See staff report attached hereto.

Director Dorey stated that he believes he can bring an important voice to the California Water Insurance Fund, an Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPJA) Captive Insurance Company, Board of Directors (Captive Board) since he is neither for nor against the Captive Insurance Company concept; furthermore, he believed that his input and participation could bring balance to the Captive Board. He said that he is very interested in watching this matter carefully, learning more about captive insurance, and making sure funds are invested wisely.

19-02-31 *Upon motion by Director Sanchez, seconded by Director Miller, the Board of Directors adopted Resolution 19-10, nominating Paul Dorey to the California Water Insurance Fund Board of Directors (an ACWA JPIA Captive Insurance Company), by the following roll call vote:*

*AYES: Directors Miller, Vásquez, Dorey, Sanchez, and MacKenzie*

*NOES: None*

*ABSTAIN: None*

*ABSENT: None*

*A copy of Resolution 19-10 is on file in the official Resolution Book of the District.*

#### **10. LAKE HENSHAW / WARNER RANCH INSPECTION TOUR**

See staff report attached hereto.

The Board discussed possible dates for its annual inspection tour of District facilities at Lake Henshaw and on the Warner Ranch and settled on Monday, April 15, 2019. As an adjourned meeting of the Board of Directors, it was determined that the meeting would be called to order at the District offices at 8:00 a.m. and will embark on the tour shortly thereafter. Mr. Hodgkiss said that staff will present a proposed itinerary for consideration at a future Board meeting.

19-02-32 *Upon motion by Director Dorey, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors set an adjourned meeting of the Board of Directors for Monday, April 15, 2019 at 8:00 a.m. for its annual Lake Henshaw / Warner Ranch Inspection Tour.*

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

See staff report attached hereto.

Director Miller stated that there had not been a meeting of the San Diego County Water Authority (Water Authority) since his last report and that the next meeting was scheduled for the following week. He stated that he participated in an interview the previous day of Gloria Goldberg, the Water Authority's proposed non-Board Member delegate to the Metropolitan Water District Board of Directors. He commented that she came across as very accomplished and impressive. Director Miller also reported that longtime Water Authority Assistant General Manager, Dennis Cushman, will be retiring in April 2019.

Mr. Hodgkiss reported on the recent Member Agencies Managers' meeting where various pieces of legislation were discussed, including three spot bills related to the proposed water tax. Also discussed was the Colorado River Drought Contingency Plan (DCP) which has been approved by the upper basin states and Nevada; as of the date of the meeting, California and Arizona still hadn't given their final approval of the DCP. Mr. Hodgkiss said that Water Authority staff indicated that the deadline for wrapping up the DCP is April 2019.



## 12. MEETINGS AND EVENTS

See staff report attached hereto.

Director Vásquez reported on his attendance at a meeting of the Association of California Water Agencies (ACWA) Region 10 Board of Directors where the discussion centered on the upcoming Region 10 Board election at the end of 2019. Director Vásquez said that after serving 10 years on the Region 10 Board he is considering not seeking reelection; he added that he would consider serving as an Alternate Member, if needed. There was also a discussion regarding Region 10 programs for the year; the program being planned for July 2019 is proposed to include a discussion on disadvantaged communities and a reception or panel discussion with local legislators.

Directors Vásquez and Dorey reported on their attendance at the Council of Water Utilities (COWU) which included a presentation by Michael Bruder, Resource Teacher, Innovation and Instruction at the Chula Vista Elementary School District. His presentation was about engaging the future workforce in the water industry, particularly in water engineering. Director Dorey updated the Board regarding the upcoming change in leadership for COWU, stating that Steve Castaneda of Sweetwater Authority is set to complete his term as Chair in March 2019; he said it is unclear who will be taking over as Chair.

President MacKenzie requested to attend the California Special Districts Association (CSDA) Legislative Roundup Webinar on April 11 and the CSDA Special Districts Legislative Days in Sacramento, May 21-22, 2019. She also requested to attend the CSDA Annual Conference in Anaheim September 25-28 and the ACWA Fall Conference in San Diego, December 3-6, 2019.

19-02-33	<i>Upon motion by Director Dorey, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Sanchez, and MacKenzie), the Board of Directors authorized President MacKenzie to attend the CSDA Legislative Roundup Webinar on April 11; the CSDA Special Districts Legislative Days in Sacramento, May 21-22; the CSDA Annual Conference in Anaheim September 25-28; and the ACWA Fall Conference in San Diego, December 3-6, 2019.</i>
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## 13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

The Board requested an upcoming agenda item to discuss the relevant sections of the District's Rules and Regulations regarding cross-connection controls; the Board asked to see a copy of the communication to the city requesting that they notify property owners that upgrades to their private water system may be necessary as the result of water system improvements being made by new development.

Regarding the listed upcoming agenda item, the H.R. La Bounty Safety Awards, Mr. Hodgkiss shared how the information about the winning safety innovations is shared with District employees; he noted that District employees with winning submittals are recognized at the Annual Employee Appreciation event. Operations and Field Services Manager Frank Wolinski added that winning submittals are shared on the ACWA Joint Powers Insurance Authority website. He said that staff reviews the information on the website to see what the ideas could be implemented to benefit the District and its personnel.

**14. COMMENTS BY DIRECTORS**

Director Sanchez commented on a recent trip to Palm Desert, where the recent rains filled a wash through the center of town with an enormous amount of water running. He said it was a significant river-like occurrence that lasted for hours and closed major roadways.

Director Vásquez commented on a recent news article about local and regional public agency officials per diem rates. He also reported on an article that stated that the Sierra Nevada snowpack was at 141 percent of normal for this time of year.

President MacKenzie updated staff on some upcoming CSDA conferences and workshops that may be of interest, including the Special District Leadership Academy in San Diego, April 7-10, 2019, the General Manager Leadership Summit in Newport Beach, June 23-25, 2019 and the Board Secretary/Clerk Conference in Monterey, November 12-14, 2019.

**15. COMMENTS BY GENERAL COUNSEL**

Mr. Cosgrove reported on the California State Water Resources Control Board's plans to regulate dredge-and-fill activities in the state. Mr. Cosgrove said that the hearing that was originally set for March 5 was moved April 2 to allow additional time for stakeholder discussion.

**16. COMMENTS BY GENERAL MANAGER**

Mr. Hodgkiss informed the Board that in a 48-hour period last week that eight inches of rain was received at Lake Henshaw (Lake); the storm produced 6,931 acre feet of run-off into the Lake. He stated that the current water level of the Lake was 13,420 acre feet, 26 percent of the Lake's capacity. He noted that at the beginning of February the Lake was only at seven percent of capacity.

Mr. Hodgkiss reported that City of Escondido personnel will be working to clear boulders that have fallen into the canal as a result of the heavy rains. He said that the heavy rain and resulting run-off had caused sediment and debris to build up behind the Flume at the Borden bench and a boulder to fall and damage the Flume. Mr. Hodgkiss stated that District personnel cleared away the rocks and sediment and repaired the damage to the Flume.

**17. ADJOURNMENT**

There being no further business to come before the Board, at 10:34 a.m., President MacKenzie adjourned the meeting.

  
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Jo MacKenzie, President

ATTEST:

  
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Lisa R. Soto, Secretary  
Board of Directors

VISTA IRRIGATION DISTRICT



# Cash Disbursement Report

Payment Dates 01/26/2019 - 02/06/2019

Payment Number	Payment Date	Vendor	Description	Amount
60886-60888	01/30/2019	Refund Checks 60886-60888	Customer Refunds	1,765.96
60889	01/30/2019	Airgas USA LLC	Storage Bags	33.62
60890	01/30/2019	Anderson & Brabant, Inc	Property Appraisal - Warmlands Ave	5,000.00
60891	01/30/2019	AT&T	3680/CALNET3 12/13/18 - 01/12/19	1,022.77
	01/30/2019		0230/CALNET3 12/13/18 - 01/12/19	1.32
60892	01/30/2019	Basic pacific	FSA Plan Renewal Fee 2019	325.00
60893	01/30/2019	Cecilia's Safety Service Inc	Traffic Control Design - Sycamore Ave	75.00
60894	01/30/2019	Christina Moyer	Reimburse - 2019 CAPPO Conference	212.94
60895	01/30/2019	City of Oceanside	Weese Treatment 12/2018	45,157.80
60896	01/30/2019	CSMFO	2019 Membership Dues	110.00
60897	01/30/2019	Todd Groundwater, Inc.	Warner Basin Groundwater Assessment	3,267.50
60898	01/30/2019	DIRECTV	DirectTV Service	91.99
60899	01/30/2019	Electrical Sales Inc	LED Bulbs (25)	286.26
60900	01/30/2019	Endicott Comm., Inc - CV	Answering Service 01/2019	201.09
60901	01/30/2019	Fastenal Company	Screws - T22	8.36
60902	01/30/2019	Horton Knox Carter & Foote LLP	Legal Services 02/2019	12,000.00
60903	01/30/2019	InfoSend Inc	Mailing & Data Processing Service 12/2018	6,783.79
60904	01/30/2019	Jackson & Blanc	Quarterly HVAC Maintenance	2,244.00
60905	01/30/2019	Joe's Paving	Patch Paving	4,444.70
	01/30/2019		Patch Paving	4,565.25
60906	01/30/2019	Leon Perrault Trucking & Materials	Materials & Trucking 12/2018	14,635.63
60907	01/30/2019	Liebert Cassidy Whitmore	Legal Service 12/2018	148.00
	01/30/2019		Legal Service 12/2018	2,405.00
60908	01/30/2019	Manny Macias	Computer Loan Program	1,500.00
60909	01/30/2019	Mohawk Ltd	Locator & Batteries	1,279.40
60910	01/30/2019	Moodys	Dump Fees/Trucking (6)	1,500.00
60910	01/30/2019		Dump Fees (2)	400.00
	01/30/2019		Dump Fees (6)	1,200.00
60911	01/30/2019	North County Industrial Park	Association Fees 01/2019 - Engineer St.	879.30
60912	01/30/2019	North County Industrial Park	Association Fees 01/2019 - Pipeline Dr	256.40
60913	01/30/2019	Pacific Pipeline Supply	Brass Hose Nipple (1)	54.85
60914	01/30/2019	Ramco Petroleum	Fuel 12/2018	1,634.53
60915	01/30/2019	RC Auto & Smog	Replaced Evap Tube - Truck 13	349.90
60916	01/30/2019	San Diego Gas & Electric	Electric 01/2019 - Henshaw Building & Grounds	790.68
	01/30/2019		Electric 01/2019 - Henshaw Wellfield	14,650.19

Payment Number	Payment Date	Vendor	Description	Amount
	01/30/2019		Electrical Transmission 01/2019	38.37
	01/30/2019		Electric 12/2018 - Cathodic Protection & T&D	212.24
	01/30/2019		Electric 12/2018 - Reservoirs	107.91
	01/30/2019		Electric 12/2018 - Pump Stations	7,732.58
	01/30/2019		Electric 12/2018 - Plants	105.98
60917	01/30/2019	Southern Counties Lubricants, LLC	Hydraulic Fluid (55 Drums) - Henshaw	582.22
	01/30/2019		Fuel 01/01/19 - 01/15/19	5,384.96
60918	01/30/2019	TS Industrial Supply	Fittings & Nozzles - Trucks 1 & 10	153.16
	01/30/2019		Gas Cans, Bits, Hose	397.89
	01/30/2019		Stencils	129.58
	01/30/2019		Blue Striping Paint (36)	186.43
60919	01/30/2019	Johnson Controls Security Solutions LLC	Maintenance Additional Amount Due	36.70
	01/30/2019		Maintenance Additional Amount Due	32.01
	01/30/2019		Power Supply For Access Control Panels	215.43
	01/30/2019		Alarm Maintenance & Monitoring 02/19 - 04/19	2,296.75
60920	01/30/2019	Verizon Wireless	Air Cards 12/13/18-0/12/19	76.02
60921	01/30/2019	VG Donuts & Bakery Inc	Board Meeting 01/23/2019	28.15
60922	01/30/2019	Vista Firestone Brake & Smog	Tire (1) - Truck 20	197.36
60923	01/30/2019	Vista Lock & Safe Co	Keys (8)	30.05
60924	01/30/2019	Vulcan Materials Company and Affiliates	Cold Mix Osborne	2,134.80
60925-60926	02/06/2019	Refund Checks 60925-60926	Customer Refunds	928.16
60927	02/06/2019	Refund Check 60927	Customer Refund	58.28
60928-60929	02/06/2019	Refund Checks 60928-60929	Customer Refunds	212.58
60930	02/06/2019	Refund Check 60930	Customer Refund	1,480.16
60931	02/06/2019	Ironwood Plumbing	Water Heater Installation & Permit	1,636.51
60932	02/06/2019	Air Technologies Corporation	Monitor Arm and Mat	350.08
60933	02/06/2019	Airgas USA LLC	Oxygen & Acetylene	652.16
	02/06/2019		Welding Tips & Lens Covers	38.79
60934	02/06/2019	Amazon Capital Services	Solar Charger	80.99
60935	02/06/2019	Basic pacific	Flexible Spending Service/Cobra 01/2019	257.40
60936	02/06/2019	City Of Escondido	Escondido Canal Operating Costs 10/2018 - 12/2018	90,605.59
60937	02/06/2019	Diamond Environmental Services	Portable Restroom Service	106.58
	02/06/2019		Portable Restroom Service	81.15
	02/06/2019		Stationary & Portable Restroom Service	290.12
60938	02/06/2019	EDCO Waste & Recycling Services Inc	Trash & Recycle Service 01/2019	212.05
60939	02/06/2019	Electrical Sales Inc	Light Switch (1)	7.87
	02/06/2019		Terminal Install Tool & Lamp Ends	61.33
60940	02/06/2019	Farwest Corrosion Control Company	CADWeld Supplies to Install Anodes- Pechstein	173.80
60941	02/06/2019	Glennie's Office Products Inc	Office Supplies	178.37
60942	02/06/2019	Hawthorne Machinery Co	Hydraulic Hose B-6	45.73

Payment Number	Payment Date	Vendor	Description	Amount
60943	02/06/2019	Home Depot Credit Services	Lumber	48.28
	02/06/2019		Studs	18.60
	02/06/2019		Reservoir Inspection/Cleaning Supplies	620.92
	02/06/2019		Fasteners	62.63
	02/06/2019		Misc Building Supplies	40.78
	02/06/2019		Cable Ties, Wraps, Hooks, Batteries	124.03
	02/06/2019		Plumbing Supplies	191.68
	02/06/2019		Crates, Chlorine, Fuel Stabilizer, Work light	74.35
	02/06/2019		Mixing Tool, Plumbing Parts	58.24
	02/06/2019		Aspirators (5)	77.75
	02/06/2019		Concrete Rapid Set 60lb bag (50)	634.86
60944	02/06/2019	Interstate Battery of San Diego Inc	Watering Kit for Forklift Battery	312.42
60945	02/06/2019	KEH & Associates, Inc	Group Job 2 Pipeline Replacement Design 10/18	49,922.53
	02/06/2019		Group Job 2 Pipeline Replacement Design 11/18	16,052.55
	02/06/2019		Group Job 3 Pipeline Replacement Design 10/18	34,376.66
	02/06/2019		E43 Regulator Design 10/2018	10,405.23
60946	02/06/2019	Kimball Midwest	Foamy HD Degreaser (12)	106.23
60947	02/06/2019	Lightning Messenger Express	Messenger Service 01/04/19 & 01/11/2019	70.00
60948	02/06/2019	Mutual of Omaha	LTD/STD/Life Insurance 02/2019	6,854.31
60949	02/06/2019	North County Auto Parts	Battery - G9	143.81
	02/06/2019		Shop Chemicals	13.54
	02/06/2019		Filters (3) - A8	44.79
60950	02/06/2019	O'Reilly Auto Parts	Trailer Light Connectors (2) - AZ2	25.74
	02/06/2019		Trailer Light Connector (1) - AZ2	21.15
	02/06/2019		Front Brake Parts & Bearings - Truck 79	344.47
	02/06/2019		Training Classes (4)	600.00
60951	02/06/2019	Pacific Pipeline Supply	Compression Fittings (3)	433.16
60952	02/06/2019	Parkhouse Tire Inc	Tires (4) - Truck 40	837.81
60953	02/06/2019	Ramona Disposal Service	Trash Service 01/2019	161.10
60954	02/06/2019	Red Wing Shoe Store	Footwear Program (1)	222.81
60955	02/06/2019	Richard Brady & Associates, Inc	HB Reservoir Structural Evaluation 12/2018	14,086.15
60955	02/06/2019	Richard Brady & Associates, Inc	Pechstein Temp Roof Repairs Design 12/2018	3,892.83
60956	02/06/2019	San Diego County Treasurer-Tax Collector	Property Tax 2018-2019	294.12
	02/06/2019		Property Tax 2018-2019	1,242.19
60957	02/06/2019	San Diego Gas & Electric	Electric 01/2019 - T&D	82.17
	02/06/2019		Electric 01/2019 - Reservoirs	49.55
60958	02/06/2019	Save Our Heritage Organisation	WCRH O&M Contribution 01/2019 - 03/2019	3,000.00
60959	02/06/2019	Shred-it USA LLC	Monthly Shredding Services	107.56
60960	02/06/2019	SiteOne Landscape Supply, LLC	PVC Parts, Pesticide	48.92

Payment Number	Payment Date	Vendor	Description	Amount
60961	02/06/2019	TS Industrial Supply	Wrench, Oil Spray	99.11
	02/06/2019		Parts for Spray Gun & Fitting Truck 1	130.72
60962	02/06/2019	UniFirst Corporation	Uniform Service	364.78
60963	02/06/2019	Vulcan Materials Company and Affiliates	Cold Mix	1,825.23
<b>Grand Total:</b>				<b>394,941.28</b>



## STAFF REPORT

Agenda Item: 7

**Board Meeting Date:** February 20, 2019  
**Prepared By:** Randy Whitmann  
**Reviewed By:** Frank Wolinski  
**Approved By:** Brett Hodgkiss

SUBJECT: BACKFLOW INSTALLATION REQUIREMENT

RECOMMENDATION: Review Vista Irrigation District's Rules and Regulations requiring the installation of backflow devices on existing commercial and industrial properties and consider the property owner's request to grant an exception to the requirement to install a backflow device on the fire service to 777 East Vista Way.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None. The existing water main and service laterals in Townsite Drive will be replaced by the Monarch Buena Vista development. Vista Irrigation District's (District) Rules and Regulations require the owner to pay for and install a backflow when a new water service lateral is installed for an existing account.

SUMMARY: Monarch Buena Vista is a proposed condominium project located at 751 East Vista Way. As a requirement for water service, the developer will be installing a new 8-inch water main within Townsite Drive and replacing all service laterals, including the fire service lateral for the commercial property at 777 East Vista Way which currently does not have a backflow device. The property owner of 777 East Vista Way was notified of the District's requirement to install a backflow device per Rules and Regulations section 6.3.2.D which states "*All commercial and industrial properties must be equipped with a minimum protection of an approved reduced pressure-principle backflow device when they apply for water service, or when a new water service lateral is installed for an existing account.*" At its February 6, 2019 meeting, the property owner requested that the Board consider making an exception to the aforementioned requirement due to financial hardship and the fact that the requirement was triggered by the new development.

DETAILED REPORT: Title 17 of the California Code of Regulations (§§7583-7605) requires water suppliers to prevent contamination of potable water supplies, which may occur as a result of backflow from the user's premises, by implementing a cross-connection control program. On June 5, 1974, the Board adopted the District's first "Manual of Cross-Connection Control Practices" and has incorporated these practices and subsequent Title 17 revisions into its Rules and Regulations.

Consistent with revisions to cross-connection control practices, the District began requiring the installation of backflow devices on new commercial and industrial property service laterals starting in 1990. For these installations, the District maintains ownership of the service lateral up through the meter, making the backflow device the responsibility of the property owner. In 1995, and clarified in 1999, the District's Rules and Regulations were modified to require existing accounts to install a backflow device if their service lateral was replaced by any party. Based on these provisions in the District's Rules and Regulations and in accordance with Title 17, existing accounts are continuously being retrofitted with backflow devices at the owner's expense due to development, property use changes and requirements in the District's Cross-Connection Control Program based on the site's degree of hazard.

ATTACHMENTS: District Rules and Regulations Section 6.3 – Cross-Connection Control  
Title 17 of the California Code of Regulations §§7584-7585  
Map  
Letter from District dated December 21, 2018  
Letter from Parker Stanbury LLP dated November 9, 2018  
Letter from District dated July 30, 2018

## 6.3 CROSS-CONNECTION CONTROL

### 6.3.1 Manual of Cross-Connection Control Practices

The provisions of the “Manual of Cross-Connection Control Practices,” adopted by the Board of Directors on June 5, 1975, and any subsequent revisions are incorporated into these Rules and Regulations by reference.

### 6.3.2 Modified Backflow Prevention Program

- A. All backflow devices will be tested by the customer at least annually.
- B. Approximately 60 days prior to the due date of the annual test date, a letter will be sent to the backflow customer informing him of his obligation and the date the test data must be returned to the District.
- C. If the customer fails to meet the deadline, the District will send out a second letter notifying the customer that he has 30 days from the date of the letter to complete the necessary testing.
- D. If the customer fails to meet this next deadline, the District will hand deliver a notice informing him that if the backflow device has not been tested by a certified tester within two business days, service will be discontinued (locked) and will remain locked until District-required testing has been completed.

Removal of the lock by person(s) other than Vista Irrigation District personnel is a violation of Section 625 of the Penal Code of the State of California. The current lock and unlock fees will be charged for services required under this step. (Section 4.4.14)

All commercial and industrial properties must be equipped with a minimum protection of an approved reduced pressure-principle backflow device when they apply for water service, or when a new water service lateral is installed for an existing account.

(Last revision 7/7/99: Minute Order No. 99-07-59)

### 6.3.3 Charges for Backflow Devices (Effective 8/1/93)

- A. Reference Section 4.4.7 for backflow charges.
- B. Reference Section 4.4.14 for fees related to locking a meter/backflow device.
- C. Once a service is locked due to a violation of the District’s cross-connection control practices, it will not be unlocked until the hazard or violation is removed or until the proper backflow protection is installed, repaired or replaced and successfully passes performance testing.

(Last revision 12/20/89: Minute Order)



## **Title 17 of the California Code of Regulations §§7584-7585**

### **7584. Responsibility and scope of program**

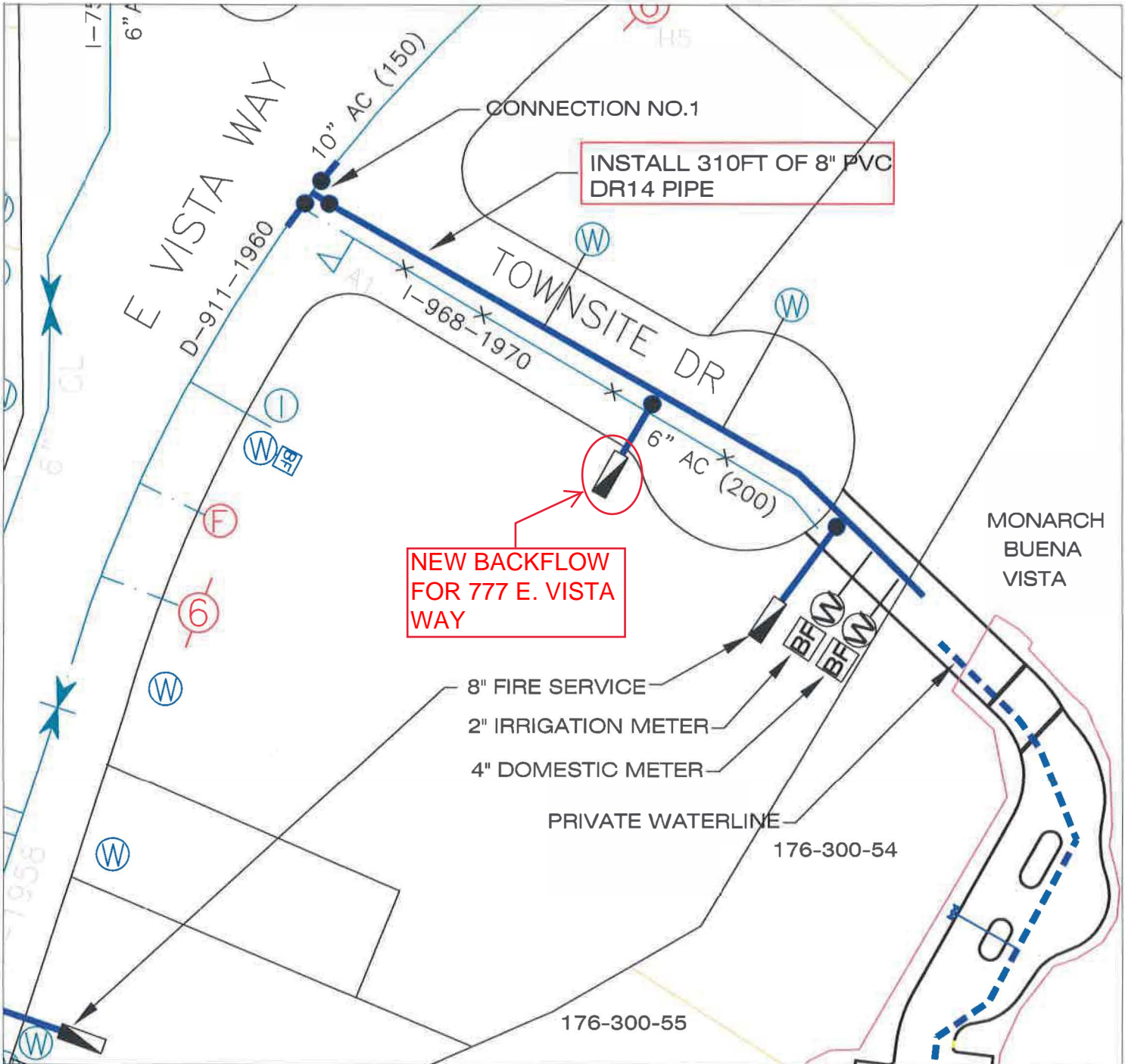
The water supplier shall protect the public water supply from contamination by implementation of a cross-connection control program. The program, or any portion thereof, may be implemented directly by the water supplier or by means of a contract with the local health agency, or with another agency approved by the health agency. The water supplier's cross-connection control program shall for the purpose of addressing the requirements of Sections 7585 through 7605 include, but not be limited to, the following elements:

- (a) The adoption of operating rules or ordinances to implement the cross-connection program.
- (b) The conducting of surveys to identify water user premises where cross-connections are likely to occur,
- (c) The provisions of backflow protection by the water user at the user's connection or within the user's premises or both,
- (d) The provision of at least one person trained in cross-connection control to carry out the cross-connection program,
- (e) The establishment of a procedure or system for testing backflow preventers, and
- (f) The maintenance of records of locations, tests, and repairs of backflow preventers.

### **7585. Evaluation of hazard**

The water supplier shall evaluate the degree of potential health hazard to the public water supply which may be created as a result of conditions existing on a user's premises. The water supplier, however, shall not be responsible for abatement of cross-connections which may exist within a user's premises. As a minimum, the evaluation should consider: the existence of cross-connections, the nature of materials handled on the property, the probability of a backflow occurring, the degree of piping system complexity and the potential for piping system modification. Special consideration shall be given to the premises of the following types of water users:

- (a) Premises where substances harmful to health are handled under pressure in a manner which could permit their entry into the public water system. This includes chemical or biological process waters and water from public water supplies which have deteriorated in sanitary quality.
- (b) Premises having an auxiliary water supply, unless the auxiliary supply is accepted as an additional source by the water supplier and is approved by the health agency.
- (c) Premises that have internal cross-connections that are not abated to the satisfaction of the water supplier or the health agency.
- (d) Premises where cross-connections are likely to occur and entry is restricted so that cross-connection inspections cannot be made with sufficient frequency or at sufficiently short notice to assure that cross-connections do not exist.
- (e) Premises having a repeated history of cross-connections being established or re-established.



MONARCH  
BUENA  
VISTA

**NEW BACKFLOW  
FOR 777 E. VISTA  
WAY**

- 8" FIRE SERVICE
- 2" IRRIGATION METER
- 4" DOMESTIC METER

PRIVATE WATERLINE  
176-300-54

176-300-55



**VICINITY MAP**  
NO SCALE

**DEVELOPER**  
MONARCH BUENA VISTA , LLC  
7727 HERSCHEL AVE  
LA JOLLA, CA 92037

<b>VISTA IRRIGATION DISTRICT</b>	
<b>751 EAST VISTA WAY</b>	
APN 176-300-54 & 55	T.B. 1087-J5
SCALE NOT TO SCALE	L.N. 2017-033
APPD. BY J.V.	DATE 7/23/2018
DRAWN BY J.V.	DATE 7/23/2018
SHEET 1 OF 1	MAP F12
REVISED	
PATH Z:\Engineering\JOBS\LN JOBS\LN2017-033	



1391 Engineer Street • Vista, California 92081-8840

Phone (760) 597-3100 • Fax: (760) 598-8757

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

December 21, 2018

Bruno and Sandra Maola  
822 Mason Road  
Vista, CA 92084

#### Board of Directors

Paul E. Dorey, *President*

Jo MacKenzie

Marty Miller

Patrick H. Sanchez

Richard L. Vásquez

#### Administrative Staff

Brett L. Hodgkiss

*General Manager*

Lisa R. Soto

*Board Secretary*

Joel D. Kuperberg

*General Counsel*

Dear Mr. and Mrs. Maola:

Thank you for your correspondence of November 9, 2018 which was communicated to the Vista Irrigation District (“District”) by your legal counsel (letter attached hereto). The letter pertains to the District’s July 30, 2018 request that the owners of the property at 777 E. Vista Way (hereinafter the “Property”) install a Reduced Pressure Detector Assembly (“RPDA”) in conjunction with the fire service flows the District currently provides to the Property. We have reviewed your November 9, 2018 correspondence from your legal counsel and have the following response:

1. The District considers you a valued customer, and will work with you, as it does with all of its customers, in good faith and in a fair manner. However, please understand that the District is legally obligated to ensure it provides safe and reliable water service to all of its customers in a manner that complies with all applicable health and safety regulations. It is for that reason that the District must insist that you promptly install a backflow prevention device that meets all of the requirements of the District’s Rules and Regulations. (“District Rules”).<sup>1</sup>

2. Regulatory Basis for Requiring Installation of RPDA: California State Regulations, specifically 17 Code of California Regulations (“CCR”) §§7583-7605, require water suppliers to prevent contamination of potable water supplies which may occur as a result of backflow to the supplier’s potable water system. This obligation on potable water suppliers such as the District includes a requirement that potable suppliers establish and implement a cross connection control program. The cross connection control program, in turn, must include provisions to prevent backflow by water users “at the users’ connection or within the users’ premises or both,” and requires the District to adopt rules that ensure backflow from existing connections does not contaminate the District’s potable water system. (See 17 CCR §7584 (a), (c).) The District is responsible for evaluating the risk of potential contamination within its service area, and identifying the types of devices that can address risks identified. However, the District is not responsible for abating risks to the potable system identified. That responsibility lies with the owner of the premises that creates the risk of backflow to the potable system. (17 §§ CCR §7585; 7604.) The District implements its regulatory obligations via Section 6.3 of the District Rules. Specifically, Section 6.3.2 of the District Rules states:

*All commercial and industrial properties must be equipped with a minimum protection of an approved reduced pressure-principle backflow device when they apply for water service, or when a new water service lateral is installed for an existing account (emphasis added).*

<sup>1</sup> District Rules are available online at <https://www.vidwater.org/rules-and-regulations>.

The Property is used for commercial purposes, and it has not installed an RPDA associated with the fire flow service the Property receives. The District legally could have required you to install an RPDA at the time that water service was first established, or at such other time thereafter as the District determined that your current fire service constituted a risk of contamination to the District's potable system. However, current District Policy, as reflected in District Rules Section 6.3.2(D), is that absent exigent circumstances the District will require existing water users to add an RPDA (or other device) upon the District's replacement of existing pipelines and laterals in the vicinity of existing commercial uses. That is what occurred here. The District is replacing the existing fire service lateral that provides water service to the Property with a new six inch lateral. Accordingly, all existing commercial and industrial customers that will receive fire flows from the new lateral are required to install RPDA's to prevent backflow into the potable system. (District Rules §§6.3.2; 6.8.2; 17 CCR §7604 (f).)

In the recent meeting you had onsite with District, City of Vista, and Fire Department staff, I believe much of the above information was explained to you. Nonetheless, we hope this official response provides you with additional clarification. We look forward to continue coordinating with you on your prompt installation of an RPDA on the Property in compliance with District Rules, and we hope you can easily coordinate this installation with the contractor that will be installing the new main and fire service lateral. Please contact Matt Atteberry, Engineering Services Manager, at 760-597-3124 for further assistance in this regard.

Sincerely,



Randy Whitmann  
Director of Engineering

Attachments: November 9, 2018 Parker Stanbury LLP Letter  
July 30, 2018 VID Letter

# PARKER · STANBURY LLP

ATTORNEYS AT LAW

444 SOUTH FLOWER STREET  
NINETEENTH FLOOR  
LOS ANGELES, CA 90071-2901  
TELEPHONE (213) 622-5124

FAX (213) 622-4858

E-MAIL: LA@PARKSTAN.COM

MANAGING PARTNER

ROBERT W. LoPRESTI

GEORGANN CARMAN  
MICHAEL J. GRUSH  
JOEL O. MARTINEZ  
RICARDO A. MERCADO  
J. MARTIN LATHROP  
JAMES L. WOLFSEN  
GEORGE C. GONZALEZ  
KELLY A. SHERIDAN  
HANS W. CHEN  
ERIK PRIEDKALNS  
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AARON G. FREEMAN  
MERLE E. GOULD  
KENLEY C. DYGERT  
GREGORY T. FONG  
IAN G. STERLING  
JENNIFER L. NAGEL  
JOSEPH R. SERPICO  
SAMUEL H. JONES  
CLAUDIA M. PALENCIA

DOUGLASS H. MORI  
JOHN D. BARRETT, JR. \*  
ROBERT W. LoPRESTI \*  
RONALD L. SMITH  
J. LUIS GARCIA †  
MATTHEW W. DAVIS  
REYNALDO C. SANTOS  
DAVID E. COWAN  
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B. PETER LEE  
MARCUS BASTIDA

THERESA J. CARROLL  
ROSEMARIE MERRILL  
DAVID C. LANE  
DANA C. GIOVINE  
MATHEW L. MAY  
PATRICK M. HEVESY  
ALAN B. SHEATS  
ALEX L. SHIA  
JOHN E. REDD  
JEFF H. GREEN  
GLENN M. HABAS

RECEIVED

IRVINE • LOS ANGELES • SACRAMENTO  
RIVERSIDE • SAN DIEGO

NOV 13 2018  
VISTA IRRIG. DIST  
ENGINEERING DEPT

\* ASSOCIATE IN AMERICAN BOARD OF TRIAL ADVOCATES  
† MEMBER OF AMERICAN BOARD OF TRIAL ADVOCATES

HARRY D. PARKER (1891-1976)  
RAYMOND G. STANBURY (1904-1966)

November 9, 2018

Vista Irrigation District  
Al Ducusin, Manager  
1391 Engineer Street  
Vista, CA 92081-8840

Re: Bruno and Sandra Maola  
Backflow Assembly/Fence Replacement  
Our File No.: 4072082

Dear Mr. Ducusin:

Mr. and Mrs. Bruno and Sandra Maola have recently consulted with our office in order to assist them in attempting to resolve the above-captioned issue.

Specifically, Mr. and Mrs. Maola advise our office that their property is being imposed with the connection of a backflow prevention assembly when it has not been determined to be a vital requirement to comply.

With reference to the above demand, it is not clear why Mr. and Mrs. Maola's property cannot be exempt from this backflow prevention assembly installation and, if taking into consideration said installation, why it should be necessary to be in front of their property.

Please consider this letter a formal attempt to address the above issues on behalf of Mr. and Mrs. Maola that you may investigate the facts and circumstances concerning this matter and agree to provide them with an appropriate response to their concerns.

Taking into consideration that Mr. and Mrs. Maola intend to work out this matter amicably with all parties involved, California law also states that each party has a duty to act in good faith and with fair dealing in its performance and its enforcement of the parties' respective obligations. This covenant of good faith finds application in situations where one party is invested with a discretionary power affecting the rights of another. Such power must be exercised in good faith and with fair dealing. Given the above circumstance, it would appear to this office that Mr. and Mrs. Maola were never given an option to object to the project nor did they receive the same considerations, treatment, and/or benefits to which they were otherwise entitled, the repercussions of which have put in jeopardy your obligation to act with good faith and fair dealing.

To consider this matter resolved, Mr. and Mrs. Maola expect the following:

1. Reconsider installation requirement, or, in the alternative;

2. Location of said installation which is not in front of their property.

As a reply is requested, please send it to the following address:

**Bruno and Sandra Maola**  
**822 Mason Road**  
**Vista, CA 92084**

Mr. and Mrs. Maola have been made fully aware of their legal rights, your obligations and potential liabilities under law and they have expressed an intention to pursue any and all available legal remedies against you should this letter fail to generate an appropriate response. Please respond to the above address in writing within ten (10) days and you may send a copy to [LA@parkstan.com](mailto:LA@parkstan.com) **Attn.:** **File No. 4072082** to avoid further legal action.

Your prompt attention to this matter is greatly appreciated.

Very truly yours,

PARKER · STANBURY LLP

By

  
MATHEW L. MAY

MLM:mse

cc: Bruno and Sandra Maola (via email)





1391 Engineer Street • Vista, California 92081-8840  
Phone (760) 597-3100 • Fax: (760) 598-8757  
www.vidwater.org

July 30, 2018

Vista Palm Plaza LLC  
Enrico Ianni, ARMS Properties IV  
826 Mason Road, Vista, CA 92084

Re: Account: 2221-0104, APN: 176-330-12; Address: 777 E. Vista Way

#### Board of Directors

Paul E. Dorey, *President*  
Jo MacKenzie  
Marty Miller  
Patrick H. Sanchez  
Richard L. Vásquez

#### Administrative Staff

Eldon L. Boone  
*General Manager / Treasurer*  
Brett L. Hodgkiss  
*Assistant General Manager*  
Lisa R. Soto  
*Board Secretary*  
Joel D. Kuperberg  
*General Counsel*

### NOTICE

### Backflow Prevention Assembly Installation Required

Dear Mr. Ianni,

According to our records, the fire service connection associated with 777 E. Vista Way is not protected with a backflow prevention assembly. In accordance with the Vista Irrigation District's Rules and Regulations, Title 17 of the California Administrative Code Section (7583-7605), and the Federal Safe Drinking Water Act, all customers are required to install an approved backflow prevention device where the potential for contamination or pollution of the public water system exists. Additionally, Section 6.3.2.D of the District's Rules and Regulations states that "*All commercial and industrial properties must be equipped with a minimum protection of an approved reduced pressure-principle backflow device when they apply for water service, or when a new water service lateral is installed for an existing account.*" The proposed Monarch Buena Vista Condominium project, located behind (east of) the subject site, will be installing a new 8-inch water main within Townsite Drive and a new 6-inch lateral to the above existing fire service account later this year, necessitating the installation of an approved Reduced Pressure Detector Assembly (RPDA) backflow device on the fire service associated with address above.

To protect the quality of the public water supply, you are required to install a USC approved RPDA on the fire service, per the requirements shown on the enclosed Standard Drawing 4-5, within **90 days** of the date of this letter. Please be advised that reconnection to the onsite fire system will not be made if an approved RPDA is not installed, leaving the site without fire protection. The approved RPDA is to be installed under District inspection by a contractor with a valid California Class A or C34 license; once a contractor has been hired, please contact the District's Engineering Inspections Department at (760) 597-3126 to coordinate submittal review, inspection, and initial testing of the RPDA.

Please sign and return the enclosed service change and payment for the inspection and backflow setup fee in the enclosed self-addressed envelope. Please be aware that you are responsible for all maintenance and annual testing of the RPDA. Annual test results are required to be submitted to the District.

Thank you for your cooperation and assistance in protecting the District's water supply. If you have any questions, please feel free to contact our Engineering Department at (760) 597-3116 or Water Resources Department at (760) 597-3110.

Sincerely,

Al Ducusin  
Engineering Services Manager

Attachments: Standard Drawing 4-5; Service Change  
cc: City of Vista - Mark Vierow, Assistant Fire Marshal/Fire Investigator

Z:\Engineering\Applications\Service Change\Bck Flow ltr\_Ianni\_777 E Vista wy.doc

*A public agency serving the city of Vista and portions of San Marcos, Escondido, Oceanside and San Diego County*



Service Change No. 2018-

Date July 30, 2018 Owner Vista Palm Plaza LLC; ARMS Properties IV  
 Service Address 777 East Vista Way  
 Account No. 2221-0104 Map No. F12

Move            Relocate            Size Change             
 Conversion            Termination            **Other**   X  

Fire service connection for this account is not protected with an approved Reduced Pressure Device Assembly (RPDA) in accordance with Title 17 of the California Administrative Code Section (7583-7605) and the Federal Safe Drinking Water Act. Per District's Rules and Regulation Section 6.3.2.D: "All commercial and industrial properties must be equipped with a minimum protection of an approved reduced pressure-principle backflow device when they apply for water service, or when a new water service lateral is installed for an existing account."

The proposed Monarch Buena Vista Condominium project will be installing a new 8-inch water main and a new 6-inch lateral to the above property within Townsite Drive, necessitating the installation of the RPDA for this fire service account. To protect the quality of the public water supply, owner is required to install an approved RPDA on the fire service per the requirements shown on Standard Drawing 4-5 as owner was informed in letter dated July 30, 2018.

Owner to contact the District's Engineering Inspections Department at (760) 597-3126 to coordinate submittal review and inspection of the RPDA and Water Resources Department at (760) 597-3110 for initial testing of the RPDA.

Cost to Owner:

RPDA inspection fee = \$ **520.00**  
 Backflow set-up fee = \$ **240.00**  
**Total** = \$ **760.00** \* (Due prior to RPDA device installation)

**\*Fees subject to change**

If Owner decides to cancel this service change after this has been submitted and processed, a cancellation fee will be applied (Rules and Regulations Sec. 4.4.8.F).

Taken by: JV Reviewed by:            CWA Fee of:            Waived:            Attach Form           

**References**

LN 2017-033	Existing Meter No.
APN 176-330-12	Existing Meter Size <u>5/8"</u>
Application No. <u>1990.8002</u>	Other
Job No.	



Signature of Owner Enrico Ianni, ARMS Properties IV Telephone No.             
826 Mason Rd., Vista, CA 92084  
 Address

Approved by:            Director of Engineering

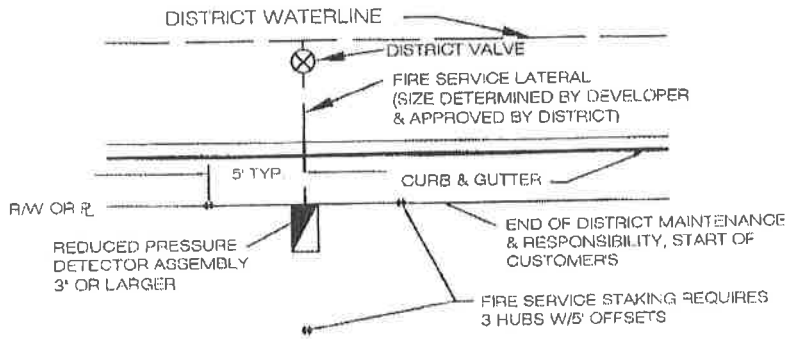
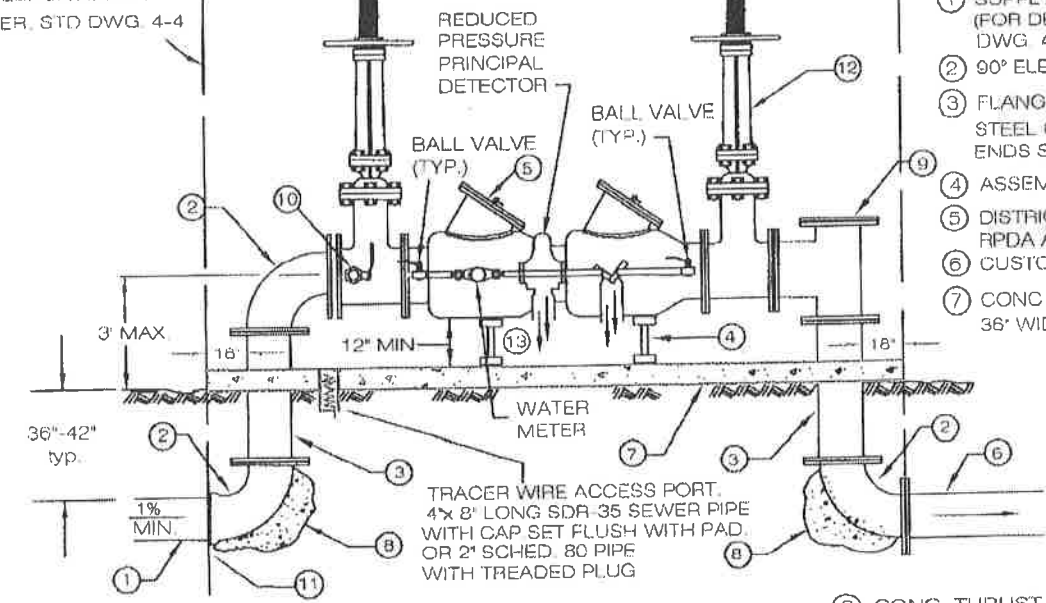


END OF DISTRICT  
MAINTENANCE  
RESPONSIBILITY  
PER. STD DWG. 4-4

VARIABLES WITH  
SIZE & MAKE

END OF  
DISTRICT  
INSPECTION

- ① SUPPLY LINE  
(FOR DETAILS SEE  
DWG. 4-4)
- ② 90° ELBOW
- ③ FLANGED DUCTILE IRON OR  
STEEL CML&C SPOOL BOTH  
ENDS SHALL BE FLANGED
- ④ ASSEMBLY SUPPORT
- ⑤ DISTRICT APPROVED  
RPDA ASSEMBLY
- ⑥ CUSTOMER LINE
- ⑦ CONC SPLASH PAD (MIN. 4" THICK  
36" WIDE AS REQUIRED)



- ⑧ CONC. THRUST BLOCK  
PER STD DWG. 5-7
- ⑨ FIRE DEPT. CONNECTION,  
IF REQUIRED
- ⑩ TEST PORT
- ⑪ FLANGE OR FLANGE  
ADAPTER (FOR STEEL PIPE  
SERVICE LINE, INSULATION KIT  
ASSEMBLY REQUIRED PER  
DWG. 8-10)
- ⑫ OS&Y R/W GATE VALVES

NOTE: ALL JOINTS CAN BE  
WELDED IN LIEU OF FLANGES

⑬ INSTALL FIRE SERVICE SO THAT THE  
DISTANCE BETWEEN THE BOTTOM OF  
RELIEF DIAPHRAGM AND THE CONCRETE  
SLAB OR FINISH GRADE IS 12" MINIMUM  
AND 24" MAX.

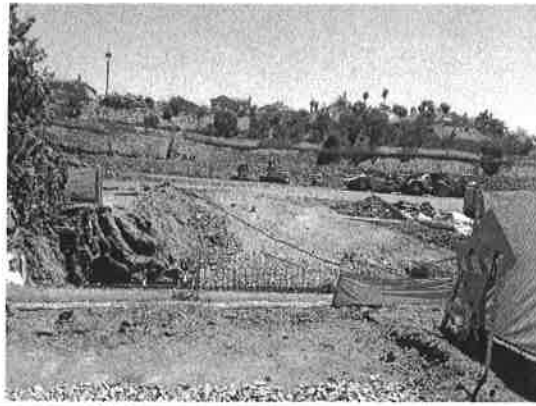
**STAKING REQUIREMENTS FOR FIRE SERVICES**

**NOTES:**

- 1 THE REDUCED PRESSURE DETECTOR ASSEMBLY SHALL BE SELECTED FROM THE USC LIST OF APPROVED BACKFLOW DEVICES.
- 2 SPECIFIC INSTALLATION SHALL BE SUBMITTED TO DISTRICT FOR APPROVAL OF LOCATION OF DEVICE
- 3 PROPERTY OWNER IS RESPONSIBLE TO MAINTAIN AND REPAIR THE RPDA, BY-PASS ASSEMBLY AND WATER METER.
- 4 PROPERTY OWNER IS REQUIRED TO HAVE THE DEVICE TESTED ANNUALLY BY A CERTIFIED TESTER, WITH A COPY OF THE RESULTS SENT TO DISTRICT.
- 5 METER REGISTER TO BE IN CUBIC FEET.
- 6 CONTACT FIRE DEPARTMENT FOR OTHER REQUIREMENTS.
- 7 (24") MINIMUM CLEARANCE SHALL BE MAINTAINED ALL AROUND PAD WHEN INSTALLED WITH OR BY A WALL OR ANY OTHER OBSTRUCTIONS.

"ALL INSTALLATIONS SHALL MEET THE MINIMUM REQUIREMENT OF THE UNIFORM PLUMBING CODE"

REVISIONS	APPROVED	DATE	VISTA IRRIGATION DISTRICT	
UPDATED	B SMITH	03/25/11	FIRE SERVICE CONNECTION REDUCED PRESSURE DETECTOR ASSEMBLY 3" OR LARGER	Brian Smith 3/25/11 BRIAN SMITH DATE R.C.E. 39926
				STD. DWG. 4-5

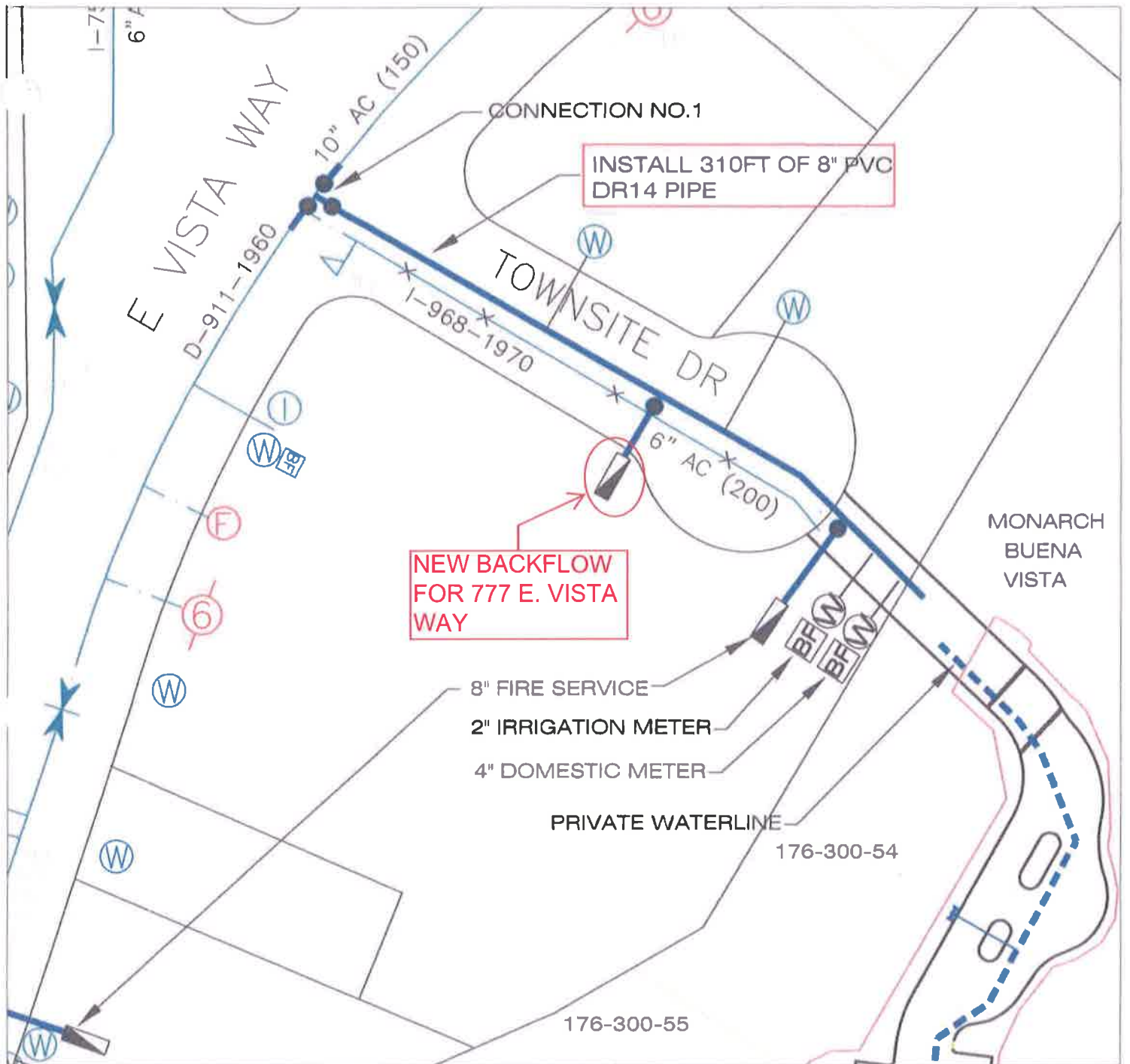


for Vista Palm Plaza Center LLC





Sent from my T-Mobile 4G LTE Device



MONARCH  
BUENA  
VISTA

- 8" FIRE SERVICE
- 2" IRRIGATION METER
- 4" DOMESTIC METER

PRIVATE WATERLINE  
176-300-54

176-300-55

**DEVELOPER**

MONARCH BUENA VISTA , LLC  
7727 HERSCHEL AVE  
LA JOLLA, CA 92037



**VICINITY MAP**  
NO SCALE

<b>VISTA IRRIGATION DISTRICT</b>	
<b>751 EAST VISTA WAY</b>	
APN 176-300-54 & 55	T.B. 1087-J5
SCALE NOT TO SCALE	L.N. 2017-039
APPD. BY <i>J.V.</i>	DATE 11/13/18
DRAWN BY J.V.	DATE 7/23/2018
SHEET 1 OF 1	MAP F12
REVISED	



Agenda Item 7





## STAFF REPORT

Agenda Item: 8

**Board Meeting Date:** February 20, 2019  
**Prepared By:** Mark Saltz  
**Reviewed By:** Don Smith  
**Approved By:** Brett Hodgkiss

**SUBJECT:** WARNER RANCH SIPHON 1B CURED IN PLACE PIPE LINING PROJECT

**RECOMMENDATION:** Approve the Warner Ranch Siphon 1B Cured In Place Pipe Lining Project; determine that the project is exempt from the provisions of the California Environmental Quality Act and direct staff to file the Notice of Exemption with the County Clerk; and authorize the General Manager to execute an agreement with Nu-Line Technologies for the installation of the cured in place pipe lining in an amount not to exceed \$71,535.

**PRIOR BOARD ACTION:** None.

**FISCAL IMPACT:** \$9,726 for video inspection, cleaning of pipe and preparation of specifications and \$71,535 for the installation of the cured in place pipe lining (CIPPL).

**SUMMARY:** Siphon 1B is a 24" concrete pipe that is approximately 178 feet long; it runs under a drainage swale and connects to the above ground concrete ditch system that conveys water from a portion of the well field to Lake Henshaw. A video inspection of the inside of the pipe performed in May 2018 showed longitudinal cracks in several locations that needed to be repaired. Infrastructure Engineering Corporation (IEC) reviewed the video and concluded that a fully structural CIPPL would be a feasible and cost effective repair method. Additionally, it was determined that this non-intrusive approach minimizes environmental impacts and is exempt from provisions of the California Environmental Quality Act (CEQA).

**DETAILED REPORT:** The District issued a request for proposal (RFP) for the Warner Ranch Siphon 1B CIPPL Project (Project) in August 2018, advertising the Project in the newspaper and posting it on line (e-bid board and the District website). RFPs were also sent to three contractors that specialize in installing CIPPL, Insituform, Sancon and Nu-Line Technologies; no bids were received by the specified deadline. The District solicited proposals (with revised specifications based on feedback received from contractors) for the Project a second time in December 2018, and Nu-Line Technologies was the only contractor to submit a bid.

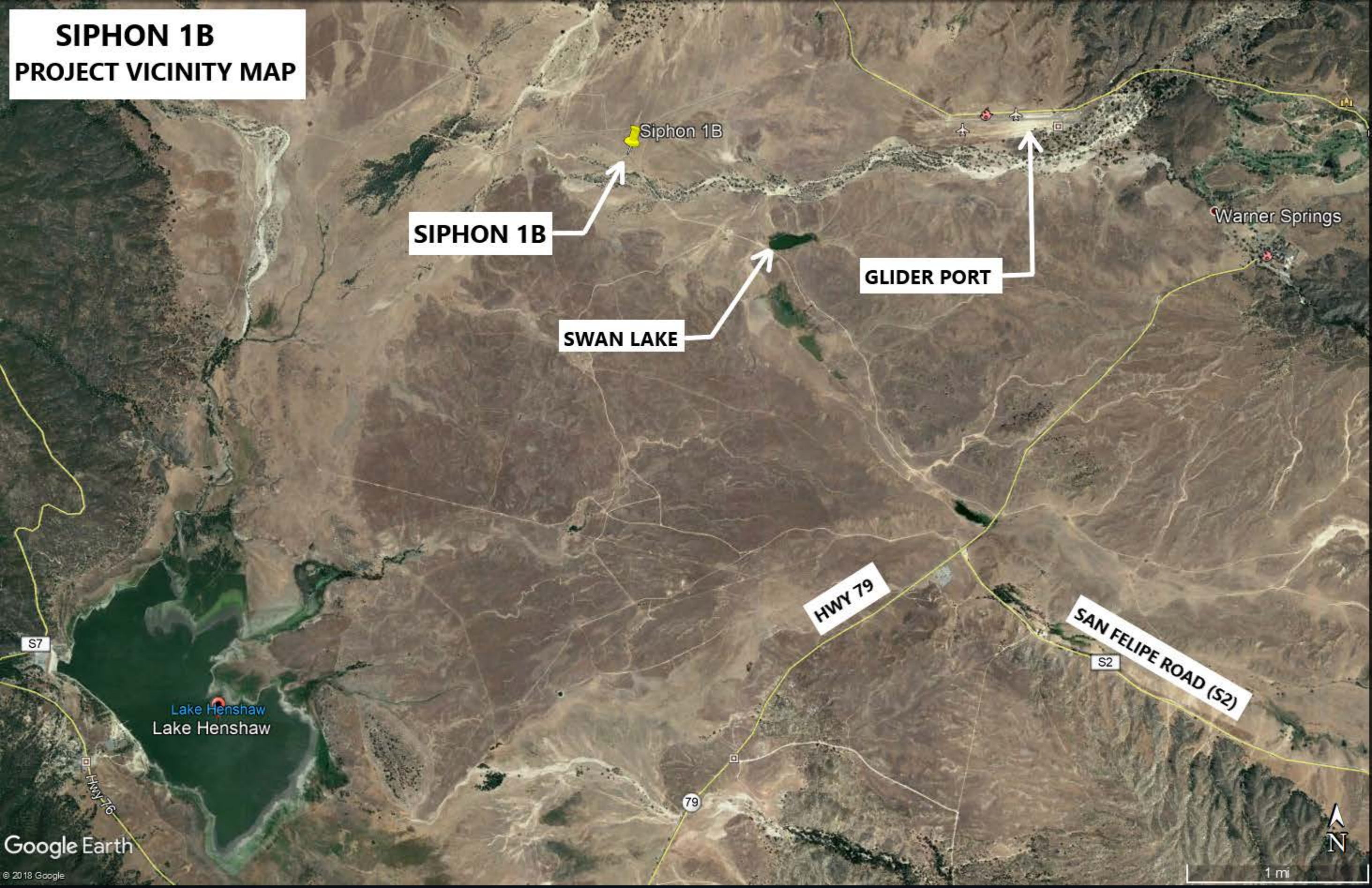
The Project qualifies for a Statutory exemption under CEQA as established in Article 18, Section 15282 (Other Statutory Exemptions), subsection (k) of the CEQA Guidelines. This exemption covers the installation of new pipeline or maintenance, repair, restoration, removal or demolition of an existing pipeline, as set forth in Section 21080.21 of the Public Resources Code, as long as the project does not exceed one mile in length.

Currently, two wells are not being used until repairs can be made to the siphon. The installation of a CIPPL (rather than open trench replacement of the pipe which would require environmental review, and potentially, the implementation of mitigation measures) will expedite the project, allowing the District to get the wells back in production quicker. Additionally, the cost to install the CIPPL is similar to that of performing an open trench replacement.

**ATTACHMENTS:** Vicinity Map  
Site Plan  
Notice of Exemption



# SIPHON 1B PROJECT VICINITY MAP



Siphon 1B

SIPHON 1B

SWAN LAKE

GLIDER PORT

Warner Springs

S7

Lake Henshaw  
Lake Henshaw

HWY 79

SAN FELIPE ROAD (S2)

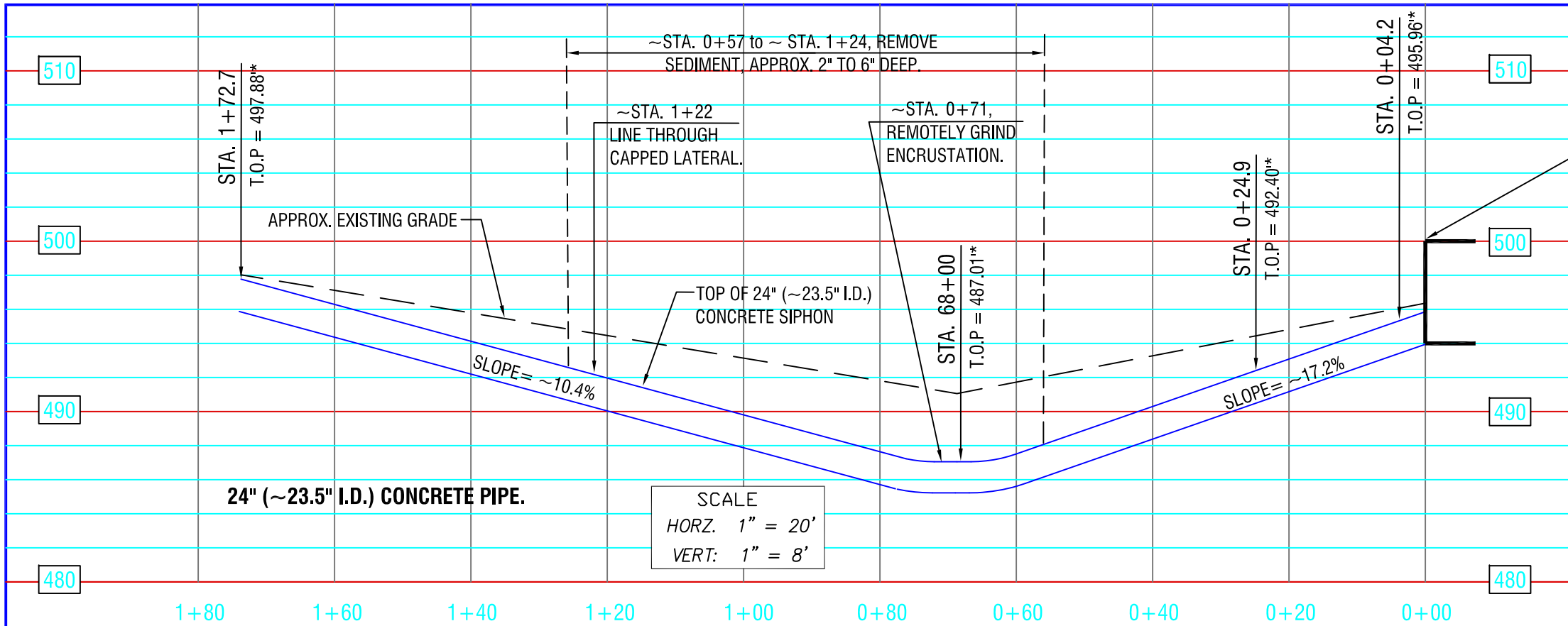
79

S2

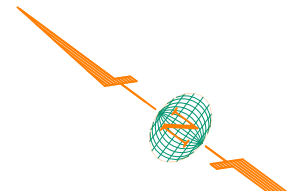




# ATTACHMENT 4



STA. 0+00  
CONCRETE INLET STRUCTURE,  
TOP OF WALL ABOVE 24\"/>



**CONSTRUCTION NOTES:**

- 1) APPROX. STA. 0+57 TO APPROX. STA. 1+24, REMOVE SEDIMENT, APPROX. 2" TO 6" DEEP.
- 2) APPROX. STA. 0+71- REMOTELY GRIND ENCRUSTATION.
- 3) APPROX. STA. 1+22 LINE THROUGH CAPPED LATERAL.

24" (~23.5" I.D.) SIPHON = ~178'



**NOTE:**

THIS DRAWING IS FOR INTERNAL REFERENCE ONLY. ALL MEASUREMENTS AND LOCATIONS ARE TO BE FIELD VERIFIED.

\*ALL ELEVATIONS SHOWN ARE LOCAL ELEVATIONS RELATIVE TO TOP OF INLET STRUCTURE, STA 0+00 (NOT MSL, FOR RELATIVE COMPARISON USE ONLY).

**VISTA IRRIGATION DISTRICT  
WARNER RANCH  
SIPHON 1B**

APN	136-160-43	T.B.
SCALE	1" = 20'	L.N.
APPD. BY	MS	DATE
DRAWN BY	MS	DATE
SHEET	1 OF 2	MAP
REVISED:	7/31/18	Mark Saltz
PATH:		Z:\Water Resources\Ranch\Ditches\SIPHON 1B\Siphon 1B_11x17 CIPPL.dwg

W.O.  
**D-\_\_\_\_\_**

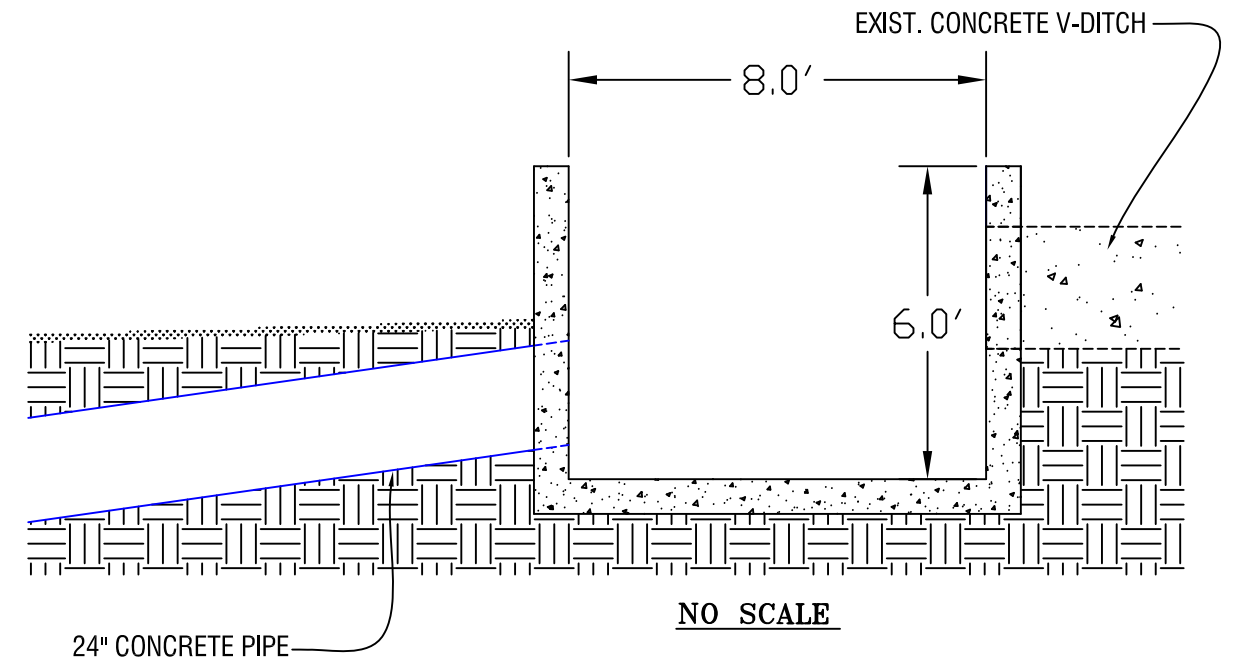




**STA. 0+00**  
CONCRETE INLET TRANSITION STRUCTURE.



**STA. 0+00**  
INLET TO 24" (~23.5" I.D.) CONCRETE SIPHON.



**STA. 0+00- DETAIL**  
CONCRETE INLET TRANSITION STRUCTURE.



**STA. 1+72.7**  
SIPHON OUTLET TO EXISTING  
CONCRETE V-DITCH.



**STA. 1+72.7**  
SIPHON OUTLET TO EXISTING  
CONCRETE V-DITCH (2).

<b>VISTA IRRIGATION DISTRICT</b>		
<b>WARNER RANCH</b>		
<b>SIPHON 1B</b>		
APN	136-160-43	T.B.
SCALE	NONE	L.N.
APPD. BY	DATE	W.O.
DRAWN BY MS	DATE 7/31/18	<b>D- _____</b>
SHEET 2 OF 2	MAP	
REVISED: 7/31/18 Mark Saltz		
PATH: Z:\Water Resources\Ranch\Ditches\SIPHON 1B\Siphon 1B_11x17 CIPPL.dwg		

## NOTICE OF EXEMPTION

**To:** County Clerk of San Diego  
1600 Pacific Highway, Room 260  
P.O. Box 121750  
San Diego, CA 92112-1750

**From:** Vista Irrigation District  
1391 Engineer Street  
Vista, CA 92081-8836

**Project Title:** Vista Irrigation District- Warner Ranch Siphon 1B

**Project Location - Specific:** Facility access road located on the Vista Irrigation Districts Warner Ranch property, West of Warner Springs, CA 92086. Approximately 1,520 feet Northeast past State Route S2 on Hwy 79, thence leaving Hwy 79 heading Northwest along access road approximately 16,600 feet. (33.281871° lat -116.706435° long)

**Project Location - City:** Warner Springs **Project Location - County:** San Diego

**Description of Project:** Installation of a Cured In Place Pipe Liner (CIPPL) into an existing 24" concrete pipe. The existing 24" pipe is approximately 178 feet long and both ends are accessible at the surface. Since the ends of the pipe are accessible at the surface the liner can be installed without any excavation. The 24" concrete pipe is part of an existing conveyance system that is used to transport water from the Vista Irrigation District's well field to Lake Henshaw. The pipe is leaking and in need of repair.

**Name of Public Agency Approving Project:** Vista Irrigation District, 1391 Engineer Street, Vista, CA 92081-8836

**Name of Person or Agency Carrying Out Project:** Vista Irrigation District

**Exempt Status** (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a);
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c);
- Categorical Exemption. State type and section number: \_\_\_\_\_
- Statutory Exemptions. State code number: Article 18, Section 15282 (k)

**Reasons why project is exempt:** The proposed project is exempt from CEQA based on its conformity with Article 18 Section 15282 (k) of the CEQA Guidelines. This exemption consists of the installation of new pipeline or maintenance, repair, restoration, removal or demolition of an existing pipeline as set forth in Section 21080.21 of the Public Resources Code, as long as the project does not exceed one mile in length.

**Lead Agency Contact Person:** Mark Saltz **Telephone/Extension:** (760) 597-3112

The General Manager Director of Engineering  Board of Directors approved the above described project on **February 20, 2019**, and found that the project is exempt from the provisions of the California Environmental Quality Act, as amended.

If filed by applicant: N/A

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?      Yes      No

Submission of this form is optional. Local agencies may file this form with the County Clerk pursuant to Public Resources Code Section 21152(b). The filing of the notice starts a 35-day statute of limitations on court challenges to the approval of the project under Public Resources Code Section 21167(d). Failure to file the notice results in the statute of limitations being extended to 180 days.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_



**STAFF REPORT**

**Board Meeting Date:** February 20, 2019  
**Prepared By:** Lisa Soto  
**Approved By:** Brett Hodgkiss

**SUBJECT:** CALIFORNIA WATER INSURANCE FUND BOARD OF DIRECTORS ELECTION

**RECOMMENDATION:** Consider making a nomination to the California Water Insurance Fund Board of Directors.

**PRIOR BOARD ACTION:** None.

**FISCAL IMPACT:** None.

**SUMMARY:** Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) is soliciting nominations for two positions on the California Water Insurance Fund (an ACWA JPIA Captive Insurance Company) Board of Directors. The initial term for these positions will be three years; thereafter, the positions will have two year terms. The election will take place at ACWA/JPIA's Board of Directors' meeting during the Association of California Water Agencies Spring Conference in Monterey, CA on May 6, 2019. The California Water Insurance Fund Board has seven directors (four ACWA JPIA Executive Committee members, two at-large ACWA JPIA directors and a resident of Utah, where the captive insurance company will be domiciled).

Candidates must be an elected or appointed director of their district and must be appointed by their district to the ACWA/JPIA's Board of Directors; their district must participate in ACWA JPIA's liability program and in at least one of ACWA JPIA's other programs (Property, Workers' Compensation or Employee Benefits). Director Dorey is Vista Irrigations District's (VID) current representative to the ACWA/JPIA Board. Districts making nominations must do so by resolution. In addition, each candidate is required to obtain resolutions concurring in the nomination from three other ACWA/JPIA members. The nomination resolution, the three concurring resolutions, and the candidate's statement of qualifications must be received by the ACWA/JPIA by 4:30 p.m. on Friday, March 22, 2019.

**DETAILED REPORT:** A detailed notice from the ACWA/JPIA setting forth the nomination procedures for its California Water Insurance Fund Board of Directors election is attached. If VID's ACWA/JPIA representative is nominated for election to the California Water Insurance Fund Board of Directors, staff will assist in obtaining the concurring resolutions.

**ATTACHMENTS:** Draft Resolution  
2019 Election Notice for the California Water Insurance Fund Board of Directors

RESOLUTION NO. 19-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NOMINATING ITS ACWA JPIA BOARD MEMBER TO THE  
CALIFORNIA WATER INSURANCE FUND BOARD  
AN ACWA JPIA CAPTIVE INSURANCE COMPANY

WHEREAS, this district is a member district of the ACWA JPIA that participates in the JPIA's Liability Program and at least one of the other programs: Property, Workers' Compensation, or Employee Benefits; and

WHEREAS, the Nominating Procedures for the California Water Insurance Fund Board provide that in order for a nomination to be made to the California Water Insurance Fund Board, the member district must place into nomination its member of the ACWA JPIA Board of Directors for such open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vista Irrigation District that its member of the ACWA JPIA Board of Directors, Paul E. Dorey, be nominated as a candidate for the California Water Insurance Fund Board for the election to be held on May 6, 2019.

BE IT FURTHER RESOLVED that the ACWA JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to effect such nomination.

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

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 20<sup>th</sup> day of February 2019.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Jo MacKenzie, President

ATTEST:

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





YOUR BEST PROTECTION

## ACWA JPIA

P. O. Box 619082  
Roseville, CA 95661-9082

phone  
916.786.5742  
800.231.5742

direct line  
916.774.7050  
800.535.7899

fax  
916.774.7040

claims fax  
916.786.0209

[www.acwajpia.com](http://www.acwajpia.com)

### President

E.G. "Jerry" Gladbach

### Vice President

Tom Cuquet

### Chief Executive Officer

Walter "Andy" Sells

### Executive Committee

Tom Cuquet

David Drake

E.G. "Jerry" Gladbach

David T. Hodgin

W.D. "Bill" Knutson

Steven LaMar

Melody A. McDonald

J. Bruce Rupp

Kathleen Tiegs

RECEIVED

FEB 12 2019

VISTA IRRIG. DIST.

**To:** JPIA Members  
**From:** Sylvia Robinson, Publications & Web Editor  
**Date:** February 5, 2019  
**Subject:** 2019 Election Notice for the **California Water Insurance Fund** (An ACWA JPIA Captive Insurance Company)

There are two positions to be filled on JPIA's newly formed captive insurance company board, the **California Water Insurance Fund**. The election will be held during the JPIA's Board of Directors' meeting on May 6, 2019, at the spring conference in Monterey. For the initial term, these two positions will be filled for three years each. Thereafter, they will be two-year terms.

JPIA Directors who are interested in being candidates for the election should follow the enclosed nomination procedures.

The deadline to qualify for the election is **Friday, March 22, 2019**.

Sample copies of the nominating and concurring in nomination resolutions can be found on the JPIA's website.

# California Water Insurance Fund Board

*An ACWA JPIA Captive Insurance Company*

## Nomination Procedures

### **Approximately 90 Days before Election (February 5, 2019)**

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

- A) Date and place of Election;
- B) California Water Insurance Fund Board positions and terms of office to be filled by election; and
- C) Nomination Procedures.

### **90 to 45 Days before Election (February 5 – March 22, 2019)**

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- A) A district (that participates in the JPIA Liability Program and at least one of the other programs: Property, Workers' Compensation, or Employee Benefits) may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, then members of the ACWA JPIA, in addition to the nominating district.
- B) Sample resolutions are available on the ACWA JPIA website.
- C) The **district is solely responsible** for timely submission of the nominating resolution and the three additional concurring in nomination resolutions of its candidate for office.

### **45 Days before Election (March 22, 2019)**

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

**Friday – March 22 2019 – 4:30 p.m.**

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

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

### **14 Days before Election (April 22, 2019)**

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

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



**STAFF REPORT**

**Agenda Item: 10**

**Board Meeting Date: February 20, 2019**  
**Prepared By: Lisa Soto**  
**Approved By: Brett Hodgkiss**

SUBJECT: LAKE HENSHAW/WARNER RANCH INSPECTION TOUR

RECOMMENDATION: Schedule a Board inspection tour to Lake Henshaw and the Warner Ranch.

PRIOR BOARD ACTIONS: The Board last conducted an inspection tour of Lake Henshaw and the Warner Ranch on April 24, 2018.

FISCAL IMPACT: None.

SUMMARY: Each spring, the Board typically conducts an inspection tour of District facilities associated with the District’s local water system, primarily at Lake Henshaw and the Warner Ranch, to receive briefings from District staff regarding the facilities and issues arising from their operation, maintenance, condition and related matters. The Board has previously expressed an interest in scheduling its annual tour in the month of April due to weather concerns.

DETAILED REPORT: All Directors are requested to consult their individual calendars and be prepared to discuss their availability to participate in the inspection tour at the Board meeting. Please see the attached calendar which shows potential tour dates in April/May.

ATTACHMENT: Calendar showing staff availability for April/May 2019

APRIL / MAY 2019						
S	M	T	W	T	F	S
	1 <i>Holiday</i>	2	3 <i>Board mtng.</i>	4	5	6
7	8	9	10	11	12	13
14	15	16	17 <i>Board mtng.</i>	18	19	20
21	22	23	24	25	26	27
28	29	30	May 1 <i>Board mtng.</i>	2	3	4

Possible date for inspection tour

Unavailable



**Agenda Item: 11**

**STAFF REPORT**

**Board Meeting Date: February 20, 2019**  
**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: February 20, 2019**  
**Prepared By: Ranae Ogilvie**  
**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: February 20, 2019**  
**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>
1	<b>Urban Water Institute’s Spring Water Conference</b> <i>Feb. 27-Mar.1, 2019 – Hilton Palm Springs Hotel</i> <i>Registration deadline: 2/27/19</i>	Vásquez (R, H)
2	<b>Lower Colorado River Tour</b> (Water Education Foundation) <i>Feb. 27-Mar.1, 2019 – Begins in Las Vegas and ends at the Ontario Airport</i> <i>Reservation deadline: 2/22/19</i>	
3	<b>ACWA Legislative Symposium</b> <i>Mar. 6, 2019 – Sacramento Convention Center</i> <i>Registration deadline: 2/22/19</i>	MacKenzie (R,H,A) Sanchez (R, H, A)
4	<b>State Water Project/Bay Delta</b> (SDCWA/MWD) <i>Mar. 16-17, 2019 – Sacramento</i> <i>Reservation deadline: Not open yet</i>	
5 *	<b>Council of Water Utilities Meeting</b> <i>Mar. 26, 2019—Hotel Karlan San Diego</i> <i>Reservation deadline: 3/21/19</i>	
6	<b>Groundwater Law and Legislation Forum</b> (Groundwater Resources Assoc.) <i>March 27, 2019—Tsakopoulos Library, Sacramento</i> <i>Registration deadline: 3/20/19</i>	
7	<b>Santa Ana River Watershed Conference</b> (Water Education Foundation) <i>Mar. 29, 2019 – Cal State Fullerton University Conference Center</i> <i>Registration deadline: 3/22/19</i>	Vásquez (R, H)
8	<b>Central Valley Tour</b> (Water Education Foundation) <i>Apr. 3-5, 2019 – Begins and ends at the Sacramento Airport</i> <i>Reservation deadline: 3/4/19</i>	
9	<b>California Water Policy Conference</b> <i>Apr. 4-5, 2019 – Courtyard by Marriott at Liberty Station</i> <i>Registration deadline: 3/7/19</i>	
10	<b>Special District Leadership Academy</b> (CSDA) <i>Apr. 7-10, 2019 – Embassy Suites San Diego Bay</i> <i>Registration deadline: 3/8/19</i>	
11	<b>Legislative Round-Up Webinar</b> (CSDA) <i>Apr. 11, 2019 -10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 4/4/19</i>	
12	<b>Colorado River Aqueduct System</b> (SDCWA/MWD) <i>Apr. 12-13, 2019 – Starts at the San Diego County Water Authority</i> <i>Reservation deadline: 3/5/19</i>	
13	<b>ACWA Spring Conference</b> <i>May 7-10, 2019 – Monterey (Venue TBD)</i> <i>Registration deadline: 4/19/19</i>	MacKenzie (R) Dorey (R) Vásquez (R) Sanchez (R)

	<b>SCHEDULE OF UPCOMING MEETINGS AND EVENTS</b>	<b>ATTENDEES</b>
14 *	<b>Vista Historical Society Hall of Fame Luncheon</b> <i>May 18, 2019 – Shadowridge Country Club</i> <i>Reservation deadline: 5/10/19</i>	
15	<b>Special Districts Legislative Days (CSDA)</b> <i>May 21-22, 2019 – Sacramento Convention Center</i> <i>Registration deadline: 4/26/19</i>	
16	<b>Bay-Delta Tour</b> (Water Education Foundation) <i>June 5-7, 2019 – Begins and ends at the Sacramento Airport</i> <i>Reservation deadline: 5/6/19</i>	
17	<b>Second Annual Groundwater Sustainability Agency (GRA) Summit</b> (Groundwater Resources Association.) <i>June 5-6, 2019—Radisson Hotel, Fresno</i> <i>Registration deadline: 5/1/19</i>	
18	<b>Hoover Dam &amp; Colorado River Aqueduct System (SDCWA/MWD)</b> <i>June 7-8, 2019 – SDCWA</i> <i>Reservation deadline: Not open yet</i>	
19	<b>Headwaters Tour</b> (Water Education Foundation) <i>June 27-28, 2019 – Begins and ends in the Sacramento area</i> <i>Reservation deadline: 5/27/19</i>	
20	<b>Special District Leadership Academy (CSDA)</b> <i>July 7-10, 2019 – Embassy Suites Napa Valley</i> <i>Registration deadline: 6/7/19</i>	
21	<b>Second Annual Western Groundwater Congress (GRA)</b> <i>Sept. 17-19, 2019 – Double Tree by Hilton, Sacramento</i> <i>Registration deadline: TBD</i>	
22	<b>CSDA Annual Conference</b> <i>Sept. 25-28, 2019 – Anaheim Marriott</i> <i>Registration deadline: TBD</i>	
23	<b>Northern California Tour</b> (Water Education Foundation) <i>Oct. 2-4, 2019 – Begins and ends at the Sacramento Airport</i> <i>Reservation deadline: 9/2/19</i>	
24	<b>Central Coast Tour</b> (Water Education Foundation) <i>Nov. 6-7, 2019 – Begins and ends in San Jose</i> <i>Reservation deadline: 10/7/19</i>	
25	<b>ACWA Fall Conference</b> <i>Dec. 3-6, 2019 – San Diego (Venue TBD)</i> <i>Registration deadline: TBD</i>	
26	<b>Colorado River Water Users Association Conference (CRWUA)</b> <i>Dec. 11-13, 2019 – Caesars Palace, Las Vegas</i> <i>Registration deadline: TBD</i>	

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

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

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



**Agenda Item: 13**

**STAFF REPORT**

**Board Meeting Date: February 20, 2019**  
**Prepared By: Ranae Ogilvie**

**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:*

- H.R. La Bounty Safety Awards
- 1951 Warmlands Avenue Property
- Pipeline Drive Property



**Agenda Item: 14**

**STAFF REPORT**

**Board Meeting Date: February 20, 2019**  
**Prepared By: Ranae Ogilvie**

**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: February 20, 2019**  
**Prepared By: Brett Hodgkiss**

SUBJECT: COMMENTS BY GENERAL COUNSEL

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



**Agenda Item: 16**

**STAFF REPORT**

**Board Meeting Date: February 20, 2019**  
**Prepared By: Brett Hodgkiss**

SUBJECT: COMMENTS BY GENERAL MANAGER

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