

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

April 15, 2015

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, April 15, 2015, at the offices of the District, 1391 Engineer Street, Vista, California.

**1. CALL TO ORDER**

President MacKenzie called the meeting to order at 8:31 a.m.

**2. ROLL CALL**

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

Directors absent: None.

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

Other attendees present:

- Poster Contest winners and their families: Daniel Ventura of Breeze Hill Elementary School, Jasmine Purnomo of Tri-City Christian School, and Jaycee Clark of Lake Elementary School.
- VID Scholarship winners and their families: Kirandeep Chhokar of Mission Vista High School and Britni Chau, Chloe Grogan and Baylin Herington all from Vista High School.
- Retiring VID employee System Controls Technician Jerry Trujillo was present along with many of his coworkers to congratulate and wish him well.

**3. PLEDGE OF ALLEGIANCE**

Director Reznicek led the pledge of allegiance.

**4. APPROVAL OF AGENDA**

15-04-41	<i>Upon motion by Director Vásquez, seconded by Director Miller and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Reznicek, 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**

15-04-42 *Upon motion by Director Vásquez, seconded by Director Reznicek and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Reznicek, and MacKenzie), the Board of Directors approved the Consent Calendar, including Resolution No. 15-17 approving disbursements.*

A. Minutes of Board of Directors meeting on April 1, 2015

The minutes of April 1, 2015 were approved as presented.

B. Resolution ratifying check disbursements

**RESOLUTION NO. 15-17**

**BE IT RESOLVED**, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 49902 through 50002 drawn on Union Bank totaling \$447,976.51.

**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 15<sup>th</sup> day of April 2015.

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**7. PRESENTATION OF AWARDS TO WINNERS OF THE WATER AWARENESS POSTER CONTEST**

See staff report attached hereto.

General Manager Roy Coox said that the District was pleased to welcome and recognize the winners of the Water Awareness Poster Contest. Water Conservation Specialist Brent Reyes stated that this was the District’s 23<sup>rd</sup> year of participation in the Contest, adding that this year’s theme was “Be Water Smart”. He noted that the District received 278 entries this year, with the top three entries selected by a committee of randomly chosen VID employees. Mr. Reyes said that the first and second place winners were present in the audience, but the third place winner was unable to attend due to state testing that morning.

President MacKenzie awarded the first place prize of \$100 to Daniel Ventura of Breeze Hill Elementary School and the second place prize of \$50 to Jasmine Purnomo of Tri-City Christian School. President MacKenzie said that the third place award of \$25 would be delivered to Jaycee Clark of Lake Elementary School. The Board joined President MacKenzie and staff in congratulating the children and thanking all of the Contest participants.

**8. VID SCHOLARSHIP CONTEST AWARD PRESENTATIONS**

See staff report attached hereto.

President MacKenzie commented that this year’s VID Scholarship Contest netted a phenomenal group of applicants with compelling essays, personal statements, and letters of recommendation. She thanked the Public Affairs Committee for its work in selecting a winner and three runners–up, which she imagined was no easy task. She also thanked the parents for their obvious support of their children. Administrative Services Manager Brett Hodgkiss presented an overview of the VID Scholarship Contest and its requirements. Mr. Hodgkiss stated that twelve applications were submitted by the deadline. The Public Affairs Committee reviewed all twelve applications, and selected four to receive awards.

President MacKenzie presented a \$1,500 scholarship to Kirandeep Chhokar from Mission Vista High School as the winner of the Contest, and \$500 scholarships each to Britni Chau, Chloe Grogan and Baylin Herington all from Vista High School. The Board joined President MacKenzie and staff in congratulating the winners and commending all of the scholarship applicants, and wishing them all the best in the future.

Mr. Reyes escorted the winners of both contests and their family members to the lobby for group photos to be taken.

**9. RESOLUTION COMMENDING RETIRING VID EMPLOYEE JERRY TRUJILLO**

See staff report attached hereto.

Mr. Coox stated that Mr. Jerry Trujillo came to the District 25 years ago as Utility Worker I. He provided an overview of Mr. Trujillo’s industrious career with the District, and commented that Mr. Trujillo has always been friendly and personable, and a wonderful representative of the District. Mr. Coox said that the District wishes Mr. Trujillo well in his retirement.

Operations and Field Services Manager Frank Wolinski offered words of thanks and well wishes to Mr. Trujillo in his retirement, as did Facilities Supervisor Don Gordon.

15-04-43      *Upon motion by Director Dorey, seconded by Director Vásquez, the Board of Directors adopted Resolution 15-18 honoring Jerry Trujillo for 25 years of service to the District and its customers, by the following roll call vote:*

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

*A copy of Resolution 15-18 is on file in the official Resolution Book of the District.*

President MacKenzie presented Mr. Trujillo with a framed copy of the resolution and a gift from the Board. Mr. Trujillo thanked the District. He noted that when he began his career with the District he knew very little about the water industry. Mr. Trujillo credited his managers and supervisors over the years for guiding him and teaching him, and providing opportunities for him to better himself along the way. Mr. Trujillo encouraged the younger employees coming up to learn all that they can from the more experienced employees and never stop trying to better themselves.

The Board congratulated Mr. Trujillo and wished him well in his future. A brief break was taken for refreshments and celebration from 8:54 a.m. to 9:06 a.m. Upon return from break, present in the audience were Brett Hodgkiss, Brian Smith, Frank Wolinski, Marlene Kelleher, and Don Smith.

**10. CALL FOR PUBLIC HEARING REGARDING DIRECTORS' COMPENSATION**

See staff report attached hereto.

Mr. Coox stated that staff has prepared information relevant to a possible increase to the Board's per diem compensation rate, for consideration by the Board. Mr. Coox said that the question before the Board was whether it would like to move forward with calling for a public hearing, which would be required prior to taking action to approve an increase. Mr. Coox pointed out the table in the staff report calculating the maximum increase allowable at this time, based on five percent per year, without compounding, for each year the Board did not approve an increase to its per diem amount.

Director Vásquez said that considering the time and effort put forth by the Board members on matters for the benefit of the District, he believed an increase to \$200 per day's service by a Director would be warranted at this time. Director Dorey said that since it's been seven years, and assuming another increase would not be considered again for many more years, he would be supportive of increasing the Board's per diem amount to \$200, which would equate to approximately a five percent increase. Director Miller pointed out that even a small increase would serve to "reset the clock" and eliminate the possibility of multiplying five percent increases over the many years since the Board's last increase. He concluded that for this reason he would be in favor of a small increase, not to exceed \$200 per day's service. Director Reznicek agreed, stating that he would be in favor of "resetting the clock" to eliminate the possibility of a future Board increasing the per diem rate beyond what it should be. President MacKenzie commented that waiting so long between adjustments to the Board's compensation does create a liability, and this is why she has maintained over the years that the Board's compensation should be adjusted more frequently, even if only by a few dollars. She added that at this time, however, she would not be supportive of an increase to \$200 per day's service by a Board member.

15-04-44	<p><i>Upon motion by Director Vasquez, seconded by Director Dorey, the Board of Directors adopted Resolution 15-19 calling for a public hearing on May 13, 2015 at 8:30 a.m. for the purpose of receiving comments on a revision to the District ordinance setting compensation for the Board Directors at \$200 per meeting, by the following roll call vote:</i></p> <p><i>AYES: Directors Miller, Vásquez, Dorey, Reznicek, and MacKenzie</i></p> <p><i>NOES: None</i></p> <p><i>ABSTAIN: None</i></p> <p><i>ABSENT: None</i></p> <p><i>A copy of Resolution 15-19 is on file in the official Resolution Book of the District.</i></p>
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## 11. PAPERLESS AGENDA PACKETS

See staff report attached hereto.

Mr. Coox said that many of the District's neighboring agencies have either instituted paperless agenda packets, or are moving in that direction. Mr. Coox said that the two questions before the Board are whether the Board wishes to receive only paperless agenda packets in the future, and whether the District should provide the Board with electronic tablet devices on which to view their agenda packets. Director Miller said he brought the matter up for discussion by the Board in the interest of saving the paper and staff time needed to create hardcopy packets for the Board. Director Dorey commented that he elected to receive his agenda packets electronically shortly after came onto the Board eight years ago. He stated that uses his own iPad for this purpose, and he would be fine continuing to use his own iPad. Director Reznicek said that he would be in favor of going to electronic packets, and he currently uses an iPad for his personal business, which he finds an invaluable tool. Director Reznicek said he would be fine using his own iPad for this purpose. He added that if the Board chooses to go to electronic agenda packets, it would be best for every Board member to use the same type of electronic device on which to view their packets.

Director Vásquez commented that going to paperless agenda packets would help to alleviate some of the clutter he's accumulated by saving the paper packets. He said he could support going to electronic packets with the caveat that it may take him some time learn how to use a tablet device effectively. President MacKenzie said she has an iPad which she uses for CSDA matters. She commented that she has found the iPad to be a little difficult to use when chairing a meeting. She agreed that if the Board decides that the District should provide electronic tablet devices for paperless Board packets, it should be the same device for all Board members. She added that, in that event, another question will be about the policies that will be needed to address issues such as lost or stolen devices. President MacKenzie said that she believed that replacement of lost or stolen devices should be at the Director's expense, but the question would be whether the Director's responsibility would be for the original purchase price, the depreciated value, or the replacement value. She summed up that these types of questions need to be addressed in a policy.

The Board was in agreement that if the District provides tablet devices to the Board, use of the devices would be strictly limited to District business. The Board discussed the pros and cons of using iPads versus Microsoft Surface devices. Software compatibility issues concerning the use of Apple devices when the rest of the District uses Microsoft devices and software was discussed. The Board discussed whether there would be a need for wi-fi in the Board room, or for other locations throughout the District. In the absence of wi-fi in the Boardroom, it was noted that perhaps the devices would need data plans. It was noted that data plans for the devices would be an additional and ongoing expense for the District. Director Miller said that he would not be supportive of paying for data plans for the devices, as he believed this would eat away at any savings that could be realized by going paperless.

Director Reznicek asked if staff had a preference with regard to going paperless or continuing with hard copy packets. The Board Secretary indicated no preference. Mr. Coox pointed out that unless every reader of the agenda packet goes paperless, there will still be a need to produce hard copy packets. Mr. Coox said the cost and time savings will only be related to the four (because Director Dorey's packet is already electronic only) Board packets. President MacKenzie said that she prefers the paper packets but would not object to going to paperless.

15-04-45

*Upon motion by Director Miller, seconded by Director Reznicek and unanimously (5 ayes: Miller, Vásquez, Dorey, Reznicek, and MacKenzie), the Board of Directors authorized the District to provide iPads for the Board of Directors for District use only, all with the same specifications, if lost or stolen to be replaced at the Director's personal expense, and with no additional fees such as for data plans.*

President MacKenzie requested that staff prepare a policy regarding the iPads' use and replacement if lost, stolen or damaged. Mr. Coox suggested that the policy be contained in the form of an agreement to be signed by each Director upon receipt of the device. President MacKenzie asked that this document be brought back for consideration by the Board at a future Board meeting along with information regarding the possible installation of wi-fi in the Boardroom and/or throughout the District.

## **12. 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 since his last report. Director Miller commented on an article in the morning newspaper about billing for desalinated water from the Carlsbad Desalination Plant beginning in September 2015, at a cost of between four and seven dollars per ratepayer. Director Miller said that this was surprising to him because this matter has not yet been presented to the Water Authority Board for a decision.

Mr. Coox reported on the General Manager's meeting the previous day where all of the discussion items were related to the drought. Mr. Coox updated the Board on the 25 percent cutback mandate made by Governor Brown, which was followed by the State Water Resources Control Board's (State Board) range of cutbacks based on per capita usage. Mr. Coox said that the cutback dictated by the State Board for the District was 20 percent, which was one of the lower cutbacks. Agencies with higher per capita usage were mandated a 35 percent cutback. Mr. Coox said that the differing cutbacks could force different rules for different agencies. Some agencies may have meter moratoriums, and some may not. Mr. Coox said that the Governor's mandate and the State Board's cutbacks run counter to what has been done in Southern California to find alternate supplies and to create new supplies such as the Carlsbad Desalination project. Mr. Coox said that the Water Authority requested that all of its member agencies submit letters to the State Board, which the District did. Mr. Coox said that the District has received numerous phone calls from customers concerned and confused about the drought and the mandates and cutbacks being reported in the news.

Mr. Coox stated that the District is waiting to know what the Water Authority will do in response to the cutback mandates, because the District's Water Supply Response Program is predicated on actions taken by the Water Authority. Mr. Coox said that the Water Authority is waiting to know what cutbacks will be instituted by the Metropolitan Water District (MWD). MWD is waiting to know what rules the State Board will institute. The State Board is waiting to receive formal comments from agencies, the period for which runs through the end of April. Mr. Coox said that MWD took action the previous day to impose a 15% cutback to its member agencies. Mr. Coox said that on May 5<sup>th</sup> or May 6<sup>th</sup> the State Board will adopt its final rules regarding cutbacks for Southern California. Mr. Coox said that the Water Authority will have a special Board meeting on May 14<sup>th</sup> to announce its allocation, which is a day after the District's regularly scheduled Board meeting. Mr. Coox said that he spoke with President MacKenzie and she agreed that there may be a need for the VID Board to hold a Special Board meeting later in the month of May, following the Water Authority's Special meeting, to consider modifying the District's Water Supply Response Plan, and possibly to change the District's Water Supply Response Level.

The Board discussed the matter and how confusing it is for the agencies as well as the customers. The Board discussed the possible need for a special meeting. The Board determined that if a special meeting is warranted it would be on Wednesday, May 27 at 9:00 a.m.

**13. REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS, AND AUTHORIZATION FOR DIRECTOR ATTENDANCE AT UPCOMING MEETINGS AND EVENTS**

See staff report attached hereto.

Director Dorey reported on his attendance at a meeting of the San Luis Rey Watershed Authority where discussion took place about the drought and also about a large development going in near the Pala Indian Reservation. The new development may require as many as 800 new water meters.

Director Reznicek reported on his attendance at the Special District Leadership Academy Governance Foundations seminar. Director Reznicek said that some of the noteworthy concepts conveyed in the workshop were about the importance of teamwork by the Board. Some of the keys to the Board working well as a team were for a board to have a unity of purpose; to understand its role and responsibilities; and to understand the organization's cultures and norms. Director Reznicek said that it was suggested that every Board occasionally take time to discuss unity of purpose and what it means to each Board member. Director Reznicek suggested that this type of discussion be agendaized for a future Board meeting, perhaps on a light agenda day. President MacKenzie agreed that this would be a good discussion for the Board to have, perhaps in connection with the Board's annual reorganization. Director Dorey also agreed.

President MacKenzie reported on her attendance at a meeting of the Local Agency Formation Commission (LAFCO) where the Commission approved a slightly reduced budget for 2015-16. President MacKenzie reported that she also attended the grand opening for Padre Dam's Advanced Water Purification Demonstration Facility, the technology for which she found to be very interesting. She noted that the event was well attended. President MacKenzie reported that she attended an ACWA Board meeting.

Director Vásquez requested to attend the Southern California Water Committee (SCWC) Quarterly meeting on Friday, April 24 at the Santa Margarita Water District. He also requested to attend the Integrated Regional Water Management Conference, May 21-22 in San Diego. He stated that he would make a final decision about attending these meetings after he has an opportunity to review the agenda for each. President MacKenzie requested to attend the Council of Water Utilities (COWU) meeting on April 21.

15-04-46	<i>Upon motion by Director Miller, seconded by Director Reznicek and unanimously carried (5 ayes: Miller, Vásquez, Dorey, Reznicek, and MacKenzie), the Board of Directors authorized the following: Director Vásquez to attend the SCWC Quarterly meeting on April 24 at the Santa Margarita Water District and the Integrated Regional Water Management Conference, May 21-22 in San Diego; and President MacKenzie to attend COWU meeting on April 21.</i>
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**14. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES**

See staff report attached hereto.

Mr. Coox advised that due to the drought and the recent and upcoming mandates for conservation, the District’s water conservation percentages will be presented in the Division Reports on a monthly basis rather than quarterly. President MacKenzie asked that staff present the conservation percentage that is most relevant to the current mandate, and make the information very clear as to what the numbers represent and to what specific month/year they are compared.

**15. COMMENTS BY DIRECTORS**

Mr. Coox clarified certain aspects of Level 3 of the District’s Water Supply Response Program as they pertain to the issuing of water meters. Director Reznicek reported on an article he read by Steven Greenhut in the San Diego Union Tribune regarding the emptying of reservoirs to save fish.

Director Vásquez reported on a few recent news articles in the local newspaper about water including one which stated that an excellent way to conserve water is to eat a vegetarian diet. A meal which contains beef requires 60% more water to produce than a vegetarian meal.

**16. COMMENTS BY GENERAL COUNSEL**

Mr. Kuperberg informed the Board about Proposition 218 (Prop 218) as it relates to groundwater charges. He noted that there were two recent cases which were based on similar facts, but came to conflicting conclusions. Once case found that groundwater charges are subject to Prop 218 and therefore invalidated a charge because it was not in compliance with the rules of Prop 218. Another case dealt with almost identical facts, but it was ruled that groundwater charges are not subject to Prop 218, and the charge was allowed to go forward. Mr. Kuperberg also reported briefly on a tiered rate case out of San Juan Capistrano. He stated that a decision in this case is expected in the next week or so.

**17. COMMENTS BY GENERAL MANAGER**

Mr. Coox informed the Board that the water level at Lake Henshaw was at 5,182 acre feet. Mr. Coox said that the District responded to CSDA with comments on a couple pieces of pending legislation dealing with public records requests and related technology issues. Mr. Coox said that staff included information for the Board regarding AB169 and SB272 and the District’s analysis and response to CSDA relative to AB169.

A brief break was taken from 11:16 a.m. to 11:24 a.m. Upon return from break present in the audience was Don Smith.

**18. CLOSED SESSION FOR CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

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

- Property: Warner Springs Ranch property, located at 31652 Hwy. 79, Warner Springs, CA 92086
- Agency Negotiators: Roy Coox, Don Smith
- Negotiating Party: Warner Springs Ranch Resort, LLC
- Under Negotiation: Price and terms



The meeting reconvened in open session at 12:30 p.m. President MacKenzie declared that no reportable action had been taken.

**19. CLOSED SESSION FOR CONFERENCE WITH LEGAL COUNSEL**

President MacKenzie adjourned the meeting to closed session at 12:30 p.m. for a conference with legal counsel per Paragraph (1) of subdivision (d) of Government Code section 54956.9 to discuss the following pending litigation:

- A. San Luis Rey Indian Water Rights Litigation (Settlement)
- B. Quantification Settlement Agreement (QSA)


The meeting reconvened in open session at 12:40 p.m. President MacKenzie declared that no reportable action had been taken.

**20. ADJOURNMENT**

There being no further business to come before the Board, at 12:40 p.m. President MacKenzie adjourned the meeting to April 29, 2015, 8:45 a.m., at 26439 Highway 76, Santa Ysabel, CA 92070.

  
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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 3/19/2015 - 4/2/2015

Payment Number	Payment Date	Vendor	Description	Amount
49902	03/25/2015	ABABA Bolt	Socket Cap Screws	22.17
	03/25/2015		Stainless Hardware	58.56
49903	03/25/2015	Airgas USA LLC	TIG Filler Rod	138.56
49904	03/25/2015	Aquajet Art	Fabricated Pump Shaft Covers	120.00
49905	03/25/2015	BHA Inc	Twin Oaks Bench Survey Service	160.00
	03/25/2015		Henshaw Dam Survey Service	280.00
49906	03/25/2015	Big Drip Plumbing	Meter Tie-Backs - Goldenrod Lane	2,600.00
	03/25/2015		Meter Tie-Backs - East Vista Way	2,000.00
49907	03/25/2015	Boot World Inc	Footwear Program (2)	343.11
49908	03/25/2015	Canon Solutions America, Inc	Copier Maintenance	190.39
49909	03/25/2015	City Of Escondido	Escondido Canal Operating Costs 01/15 - 03/15	2,500.00
49910	03/25/2015	County of San Diego DPW	Customer Refund - Closing	522.32
49911	03/25/2015	CW Wulff Associates	3-Day Water Distribution Workshop 03/09/15-03/11/15	4,800.00
49912	03/25/2015	Diamond Environmental Services	Portable Restroom Service	137.31
	03/25/2015		Portable Restroom Service	85.91
	03/25/2015		Portable Restroom Service	54.00
49913	03/25/2015	Dion International Trucks Inc	Trailer Hitch Retainers - Truck 51	48.75
49914	03/25/2015	Eurofins Eaton Analytical Inc	Quality Control - Agar PH	30.00
49915	03/25/2015	FedEx	Express Shipping	40.37
49916	03/25/2015	Ferguson Waterworks	CLA-VAL Maintenance Parts	6,082.73
49917	03/25/2015	Garza Paving	Trench Repair - Paving	7,780.40
	03/25/2015		Trench Repair - Paving	725.20
49918	03/25/2015	Geib Lumber Company	Halogen Bulbs	3.79
49919	03/25/2015	D.H. Maintenance Services	Janitorial Service @ VID Headquarters	1,850.00
49920	03/25/2015	GLC-(CA) Vista LLC	Solar Use 02/2015	4,255.42
49921	03/25/2015	Glennie's Office Products Inc	Office Chair	560.50
	03/25/2015		Office Supplies	788.95
	03/25/2015		Office Supplies	44.47
	03/25/2015		Office Supplies	(18.71)
49922	03/25/2015	Grainger	Wire Labeling Cartridges	192.24
	03/25/2015		Paint - Shop	79.30
49923	03/25/2015	Hanna Plumbing	Flush Valve	119.35
49924	03/25/2015	HD Supply Waterworks	Repair Gaskets (62)	1,267.91

Payment Number	Payment Date	Vendor	Description	Amount
	03/25/2015		Repair Gaskets (40)	1,947.27
	03/25/2015		Stainless Steel Insert for Repair Couplings	41.66
49925	03/25/2015	Hewlett-Packard Company	HP Hardware & Software Support (3 Yrs)	10,587.85
49926	03/25/2015	Horton Knox Carter & Foote LLP	Legal 02/2015	14,962.50
49927	03/25/2015	IGOE	Flexible Benefit Fee 03/2015	225.00
49928	03/25/2015	InfoSend Inc	Support/Storage 02/2015	888.57
49929	03/25/2015	Interstate Battery of San Diego Inc	Batteries (2) - C1 & Truck 76	217.44
49930	03/25/2015	Iron Mountain Records Management	Offsite Data Storage	209.44
49931	03/25/2015	James King	Customer Refund - Closing	183.89
49932	03/25/2015	Jo MacKenzie	ACWA Symposium 03/2015	437.40
49933	03/25/2015	Joe's Paving	Road Repair - South Melrose Drive	4,305.84
49934	03/25/2015	Kimball Midwest	Spray Paint	42.94
49935	03/25/2015	Lawnmowers Plus Inc	Weed Whip Line	106.76
49936	03/25/2015	Leon Perrault Trucking & Materials	Trucking & Material 02/2015	10,763.50
49937	03/25/2015	Lightning Messenger Express	Messenger Service 02/27/2015	43.50
49938	03/25/2015	Martin Hodes	Plumbing Expense Reimbursement	112.50
49939	03/25/2015	Medina Construction	Road Repair	15,985.00
49940	03/25/2015	Merle Tucker	Customer Refund - Overpayment	250.55
49941	03/25/2015	Michael Bagshaw	Metal Detectors (2), Batteries	222.39
49942	03/25/2015	Midas	Tire & Mounting - G24	198.89
	03/25/2015		Tire & Mounting - Truck 66	216.75
49943	03/25/2015	Mike Farington	Customer Refund - Closing	13.72
49944	03/25/2015	Nissho of California Inc	Landscape Services @ 4 District Reservoirs	1,006.00
49945	03/25/2015	North County Auto Parts	Oil Filter - Truck 79, Fuel & Air Filters - Truck 52	68.98
	03/25/2015		Filters - Trucks 17 & 41, Fuel Line Hose - Shop	39.08
	03/25/2015		Brake Parts - Truck 35	59.20
	03/25/2015		Turned Rotors (4)	74.00
49946	03/25/2015	North County Fire Equipment	Fire Extinguisher Maintenance	138.00
49947	03/25/2015	Oasis Property Mgmt Inc	Customer Refund - Closing	79.28
49948	03/25/2015	Pacific Pipeline Supply	Ball Valves (2)	356.64
	03/25/2015		Plumbing Parts	233.68
49949	03/25/2015	Parkview Edge Properties LLC	Customer Refund - Closing	54.76
49950	03/25/2015	Pool & Electrical Products Inc	Chlorine	2.86
49951	03/25/2015	Property Management and Lease	Customer Reimbursement - Closing	134.10
49952	03/25/2015	Raymond Handling Solutions Inc	Electric Forklift Maintenance - F3	98.00
49953	03/25/2015	RDO Water LLC	Roundup Pro Max (4)	405.82
49954	03/25/2015	Regal CineMedia	Employee Movie Tickets 03/2015	1,208.00
49955	03/25/2015	Rutan & Tucker LLP	Legal 02/2015	3,216.00

Payment Number	Payment Date	Vendor	Description	Amount
	03/25/2015		Legal 02/2015	1,584.00
	03/25/2015		Legal 02/2015	384.00
	03/25/2015		Legal 02/2015	609.50
	03/25/2015		Legal 02/2015	24.00
	03/25/2015		Legal 02/2015	1,728.00
	03/25/2015		Legal 02/2015	2,616.00
	03/25/2015		Legal 02/2015	750.00
	03/25/2015		Legal 02/2015	8.00
	03/25/2015		Legal 02/2015	8.00
	03/25/2015		Legal 02/2015	8.00
	03/25/2015		Legal 02/2015	8.00
49956	03/25/2015	San Diego Gas & Electric	Electric 02/2015 - T&D / Cathodic Protection	201.52
	03/25/2015		Electric 02/2015 - Reservoirs	93.53
	03/25/2015		Electric 02/2015 - Pump Stations	6,417.45
	03/25/2015		Electric 02/2015 - Treatment Plants	103.18
49957	03/25/2015	Siemens Industry Inc	Ultrasonic Level Transmitters (3)	4,674.13
	03/25/2015		Hand Programmers (3)	325.50
	03/25/2015		Siemens Transducers (3)	2,165.49
49958	03/25/2015	SimplexGrinnell	Quarterly Fire Sprinkler Maintenance	1,051.29
	03/25/2015		Fire Sprinkler Repair	357.21
49959	03/25/2015	Terry M Curtis	Customer Refund - Overpayment	307.26
49960	03/25/2015	The Lincoln National Life Insurance Co	LTD/STD/LIFE Insurance 04/2015	5,044.20
49961	03/25/2015	Tyler Technologies Inc	Output Director Software	4,400.00
49962	03/25/2015	Underground Service Alert of Southern California	USA Tickets 02/2015 (204)	306.00
49963	03/25/2015	VG Donuts & Bakery Inc	Board Meeting 03/18/2015	31.90
49964	03/25/2015	Vulcan Materials Company and Affiliates	Cold Mix	1,956.31
49965	03/25/2015	Williams Machine Inc	Stainless Steel Disc Retainers	4,285.75
49966	04/02/2015	AT&T	Web Security Service	66.00
49967	04/02/2015	Azteca Systems, Inc	Software License Agreement	16,000.00
49968	04/02/2015	Benchmark Landscape Services Inc	Professional Landscape Services @ VID	988.00
49969	04/02/2015	Blue Shield of CA Life & Health	Vision Insurance 03/2015 COBRA	8.78
	04/02/2015		Vision Insurance 03/2015 COBRA	14.24
	04/02/2015		Vision Insurance 03/2015 COBRA	8.78
	04/02/2015		Vision Insurance 03/2015 - Employees	1,637.99
	04/02/2015		Vision Insurance 03/2015 M Miller	14.24
	04/02/2015		Vision Insurance 03/2015 R Reznicek	22.54
	04/02/2015		Vision Insurance 03/2015 J MacKenzie	14.24
	04/02/2015		Vision Insurance 03/2015 P Dorey	14.24

Payment Number	Payment Date	Vendor	Description	Amount
	04/02/2015		Vision Insurance 03/2015 R Vasquez	14.24
	04/02/2015		Vision Insurance 03/2015 J Franklin (Refunded)	(42.72)
49970	04/02/2015	BluePrint Technologies	Added Extension to Lab Phone	67.50
49971	04/02/2015	Brithinee Electric	Motor Refurbish Parts - Station 12	3,578.14
49972	04/02/2015	Cal-Mesa Steel Supply Inc	Stainless Steel Pipe	469.80
49973	04/02/2015	Cecilia's Safety Service Inc	Traffic Control - East Dr	1,227.00
	04/02/2015		Traffic Control -E Vista Lake/Meadowlake	1,095.00
	04/02/2015		Traffic Control - Goldenrod Lane	1,008.00
	04/02/2015		Traffic Control - Calle Jules	756.00
	04/02/2015		Traffic Control - Peters Dr	2,089.00
	04/02/2015		Traffic Control - Osborne	882.00
	04/02/2015		Traffic Control - Redlands	4,407.00
	04/02/2015		Traffic Control - Peters Dr	2,775.50
49974	04/02/2015	City Of Escondido	Escondido Water Treatment Plant Cost 01/2015 - 02/2015	196,738.00
49975	04/02/2015	Coast Equipment Rentals	Recoil Starter Assembly - Tamping Rammer	143.50
49976	04/02/2015	Drug Testing Network Inc	Post Accident Testing	95.00
49977	04/02/2015	Electrical Sales Inc	Electrical Material - Conduit	189.89
49978	04/02/2015	Escondido Metal Supply	Stainless Flat Bar	45.70
49979	04/02/2015	Garza Paving	Road Repair (various sites)	8,064.10
	04/02/2015		Road Repair (various sites)	5,719.85
	04/02/2015		Road Repair - Goldenrod Lane	789.95
	04/02/2015		Road Repair - Civic Center	4,978.10
	04/02/2015		Road Repair - Civic Center	1,579.00
49980	04/02/2015	Geib Lumber Company	Lumber	72.90
49981	04/02/2015	Glennie's Office Products Inc	Office Supplies	109.65
	04/02/2015		Office Supplies	119.78
	04/02/2015		Office Supplies	182.82
	04/02/2015		Office Supplies	435.05
	04/02/2015		Office Supplies	432.92
49982	04/02/2015	Grainger	Electric Space Heater	76.13
	04/02/2015		Hose Hangers (2) - Shop	36.24
49983	04/02/2015	H F Scientific Inc	Turbine Standards for Trucks	236.78
49984	04/02/2015	Harmony Home California LLC	Refund Deposit 03/2015	12,612.50
49985	04/02/2015	Hawthorne Machinery Co	Hydraulic Hose - B6	77.97
	04/02/2015		Hydraulic Hose - B6	92.42
	04/02/2015		Control Box, Wiring - B6	391.38
49986	04/02/2015	HD Supply Waterworks	End Cap	26.91
49987	04/02/2015	Lightning Messenger Express	Messenger Service 03/13/2015	43.50

Payment Number	Payment Date	Vendor	Description	Amount
49988	04/02/2015	Mar-Con-Products Inc	Concrete Rings for Siphon Hatch	154.45
49989	04/02/2015	Moodys	Dump Fees (2)	100.00
	04/02/2015		Dump Fees (2)	100.00
49990	04/02/2015	NAPA Auto Parts	Filters, Oil - Trucks 63 & 20	40.42
	04/02/2015		Air Chuck Adapters (8) - Shop	21.56
49991	04/02/2015	North County Industrial Park	Association Fee 04/2015 - Lot S/Vacant Lot	256.40
	04/02/2015		Association Fee 04/2015 - Lot T/Headquarter	879.30
49992	04/02/2015	Pacific Pipeline Supply	Gate Valve	840.77
	04/02/2015		Adapter Fire Hydrant Swivel 2.5"x2.5" (3)	193.38
	04/02/2015		Bushing 2x1.5 Brass (5)	57.45
	04/02/2015		Union 1" CTS COMP X PEP (5)	160.80
	04/02/2015		Bushing 2x.75 Brass (4)	45.96
	04/02/2015		Adapter Fire Hydrant Brass 2.5"x2" (4)	68.18
	04/02/2015		Adapter 2" Copper x MIP (15)	211.09
	04/02/2015		Corp Stop 2" (12)	2,199.21
	04/02/2015		Bushing 2x1 Brass (5)	57.45
	04/02/2015		Adapter Fire Hydrant Swivel 2.5"x2.5" (2)	128.92
	04/02/2015		Corp Stop 2" (12)	2,199.21
	04/02/2015		Bushing 2x.75 Brass	11.49
49993	04/02/2015	Parkhouse Tire Inc	Tires & Mounting (2) - Truck 52	852.21
	04/02/2015		Backhoe Tires & Installation (2) - B19	1,387.48
49994	04/02/2015	Pool & Electrical Products Inc	Chlorine	5.20
49995	04/02/2015	R J Supply Co Inc	Gas Detector Sensor	614.18
49996	04/02/2015	RDO Water LLC	Roundup Pro Max (4)	405.82
	04/02/2015		Chipper Bed Knife - C1	102.29
	04/02/2015		Safety Decals - VM1	74.66
49997	04/02/2015	Red Wing Shoe Store	Footwear Program	255.96
49998	04/02/2015	S & J Supply Company Inc	No-Oxid Grease	455.70
	04/02/2015		Curb Stop 2" FNPT X FNPT (15)	3,373.15
49999	04/02/2015	San Diego Gas & Electric	Electric 03/2015 - Well Field	14,786.64
	04/02/2015		Electric 03/2015 - Ranch House	42.90
50000	04/02/2015	Steve Frey	Tuition Reimbursement 03/2015	238.93
50001	04/02/2015	TS Industrial Supply	Couplings & Adapters	168.74
	04/02/2015		Air Blow Gun - Shop	14.94
50002	04/02/2015	UniFirst Corporation	Uniform Service	308.57
	04/02/2015		Uniform Service	308.57

**Grand Total: 447,976.51**



## STAFF REPORT

Agenda Item: 7

**Board Meeting Date:** April 15, 2015  
**Prepared By:** Brent Reyes  
**Reviewed By:** Eldon Boone  
**Approved By:** Roy Coox

**SUBJECT:** PRESENTATION OF AWARDS TO WINNERS OF THE WATER AWARENESS POSTER CONTEST

**RECOMMENDATION:** Award prizes to the winners of the Water Awareness Poster Contest as follows: 1<sup>st</sup> place prize of \$100 to Daniel Ventura of Breeze Hill Elementary School, 2<sup>nd</sup> place prize of \$50 to Jasmine Purnomo of Tri-City Christian School, and 3<sup>rd</sup> place prize of \$25 to Jaycee Clark of Lake Elementary School.

**PRIOR BOARD ACTION:** This is the twenty-third year the District has participated in this event.

**FISCAL IMPACT:** \$325, including student awards and teacher gift bags.

**SUMMARY:** A poster contest for fourth graders is sponsored annually by the North County Water Agencies, a group of thirteen northern San Diego county water agencies dedicated to promoting water conservation and awareness. This year's theme was "Be Water Smart." VID received 278 entries. A panel made up of three VID employees selected the winners based on the theme, quality of artwork, originality, and design.

Place	Student	School	Award
1 <sup>st</sup>	Daniel Ventura	Breeze Hill	\$100
2 <sup>nd</sup>	Jasmine Purnomo	Tri-City Christian	\$ 50
3 <sup>rd</sup>	Jaycee Clark	Lake	\$ 25

All three posters will appear in the 2016 Water Awareness Calendar published by the North County Water Agencies. VID's first place winner's poster will be featured on the cover or with a month in the calendar, and the second and third place winner's posters will be shown as thumbnails in the calendar. Teachers of the winning students will receive a gift bag in recognition of their efforts.



## STAFF REPORT

Agenda Item: 8

**Board Meeting Date:** April 15, 2015  
**Prepared By:** Brett Hodgkiss  
**Reviewed By:** Eldon Boone  
**Approved By:** Roy Coox

**SUBJECT:** VID SCHOLARSHIP CONTEST AWARD PRESENTATIONS

**RECOMMENDATION:** Award a \$1,500 scholarship to Kirandeep Chhokar from Mission Vista High School as the winner of the Vista Irrigation District scholarship contest. Award \$500 scholarships to Britni Chau, Chloe Grogan and Baylin Herington all from Vista High School as runners-up in the scholarship contest.

**PRIOR BOARD ACTION:** On April 1, 2015, the Board selected Kirandeep Chhokar from Mission Vista High School as the winner of the Vista Irrigation District scholarship contest. The Board also selected Britni Chau, Chloe Grogan and Baylin Herington all from Vista High School as runners-up in the scholarship contest.

**FISCAL IMPACT:** \$3,000.

**SUMMARY REPORT:** In December 2014, application packets for Vista Irrigation District's (VID) scholarship contest were provided to counselors of high schools within the District's jurisdictional boundaries. Follow-up calls were made to the 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; recording a segment on the scholarship program for Vista High School's daily video bulletin; issuing a news release; and announcing the program on our on-hold telephone message and web site. Application materials were also made available on the District's web site. The District received twelve applications by the February 27, 2015 deadline.

Public Affairs Committee members Reznicek and Miller were the competition judges. After discussion and careful consideration of the twelve applications, the Committee made its recommendations regarding the winner and runners-up, which were approved by the Board at its April 1, 2015 meeting. Kirandeep Chhokar from Mission Vista High School was selected as the winner of the Vista Irrigation District scholarship contest and will be awarded a \$1,500 scholarship. Based on the number of applications received and the quality of applicants, the Committee also recommended awarding \$500 scholarships to Britni Chau, Chloe Grogan and Baylin Herington all from Vista High School as runners-up in the scholarship contest. Once enrolled at a college, university or trade school, District staff will forward a check to the school on each recipient's behalf.

**ATTACHMENTS:** Certificates of scholarship award



# SCHOLARSHIP VOUCHER

Kirandeep Chhokar

has been awarded a

\$1,500.00 Scholarship

from Vista Irrigation District  
in recognition of her academic achievement and  
service to the community

A check will be sent directly to the college, university, or trade school of the student's choice upon verification of her acceptance and enrollment as a full-time student.

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*Jo MacKenzie, Board President*

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*Date*

# SCHOLARSHIP VOUCHER

Britni Chau

has been awarded a

**\$500.00 Scholarship**

from Vista Irrigation District  
in recognition of her academic achievement and  
service to the community

A check will be sent directly to the college, university, or trade school of the student's choice upon verification of her acceptance and enrollment as a full-time student.

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*Jo MacKenzie, Board President*

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*Date*

# SCHOLARSHIP VOUCHER

Chloe Grogan

has been awarded a

**\$500.00 Scholarship**

from Vista Irrigation District  
in recognition of her academic achievement and  
service to the community

A check will be sent directly to the college, university, or trade school of the student's choice upon verification of her acceptance and enrollment as a full-time student.

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*Jo MacKenzie, Board President*

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*Date*

# SCHOLARSHIP VOUCHER

Baylin Herington

has been awarded a

\$500.00 Scholarship

from Vista Irrigation District  
in recognition of her academic achievement and  
service to the community

A check will be sent directly to the college, university, or trade school of the student's choice upon verification of her acceptance and enrollment as a full-time student.

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*Jo MacKenzie, Board President*

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*Date*



## STAFF REPORT

Agenda Item: 9

Board Meeting Date:	April 15, 2015
Prepared By:	Don Gordon, Frank Wolinski
Reviewed By:	Don Smith
Approved By:	Roy Coox

**SUBJECT:** RESOLUTION COMMENDING RETIRING VID EMPLOYEE JERRY TRUJILLO

**RECOMMENDATION:** That the Board adopt a resolution honoring Jerry Trujillo for 25 years of service to the District and its customers.

**PRIOR BOARD ACTION:** None.

**FISCAL IMPACT:** None.

**SUMMARY:** During his tenure with the District, Jerry Trujillo has established himself as a true renaissance man. His knowledge and understanding of District pipeline infrastructure, facilities and flume canals is difficult to parallel. Jerry will retire with 25 years of service to the District and its customers on May 1, 2015. The District would like to honor Jerry by passing the attached resolution.

**DETAILED REPORT:** Jerry began his career with the District on May 4, 1990 as a Utility Worker I in the construction department. His range of skill and natural inquisitiveness caused him to quickly become familiar with the District's widespread infrastructure, which made him a key resource in developing a comprehensive District-wide leak detection survey. This survey provided valuable information that facilitated water conservation efforts and helped prioritize capital improvement projects. In 2001, Jerry was promoted to the maintenance group as an equipment operator where he was on a leak crew and filled in as the District's underground locator. At night Jerry studied, pursued, and obtained water distribution certifications. In 2007, Jerry's hard work led to his promotion to the Operations group as a Systems Operator I. Quickly gaining knowledge of the District's distribution system, SCADA, and regulator maintenance practices, Jerry was again promoted to the System Controls group as a System Controls Technician.

Those of us at VID have admired Jerry's personable demeanor, poise and ability to retain information on District infrastructure. His diversity of skills has become a standard that staff strives to meet, while his demeanor instills confidence in all who work with him.

In retirement, Jerry plans to spend quality time traveling with his family, coaching softball and catching up on all the "honey do's" around his home.

**ATTACHMENT:** Draft resolution.

RESOLUTION NO. 15-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF  
VISTA IRRIGATION DISTRICT  
HONORING JERRY TRUJILLO  
FOR 25 YEARS OF SERVICE TO THE DISTRICT

WHEREAS, Jerry Trujillo started as a Utility Worker I with the District in 1990, rising steadily through the ranks of the District's Field Services Division as an Equipment Operator then through the Water Resources Division as a Systems Operator and System Controls Technician; and

WHEREAS, Jerry's service at the District has been characterized by his dedication to public service and the support of his coworkers; and

WHEREAS, in his professional capacity, Jerry has been responsible for installing, repairing and maintaining the District's pipelines and facilities, performing a comprehensive District-wide leak detection survey, and locating District water mainlines and services; and

WHEREAS, Jerry has efficiently operated the water distribution system ensuring that system demands and storage needs are met while maintaining a high standard of water quality and reliability that characterize the District's public water supply; and

WHEREAS, Jerry's professionalism, dedication and commitment have contributed to the positive work environment of the Vista Irrigation District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Vista Irrigation District does hereby extend its deep gratitude and appreciation to Jerry Trujillo for his 25 years of dedicated service and does heartily desire that his retirement be distinguished by peace, prosperity, health and longevity.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors of Vista Irrigation District this 15<sup>th</sup> day of April 2015.

AYES:

NOES:

ABSTAIN:

ABSENT:

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Jo MacKenzie, President

ATTEST:

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Lisa Soto, Secretary  
Board of Directors  
VISTA IRRIGATION DISTRICT



**STAFF REPORT**

**Board Meeting Date:** April 15, 2015  
**Prepared By:** Lisa Soto  
**Approved By:** Roy Coox

SUBJECT: CALL FOR PUBLIC HEARING REGARDING DIRECTORS' COMPENSATION

RECOMMENDATION: Call for a public hearing for the purpose of receiving comments on a revision to the District ordinance setting compensation for Board Directors.

PRIOR BOARD ACTION:

10/01/2008 The Board adopted Ordinance No. 08-01 establishing compensation at \$189 per day for Directors of the District for each day's attendance at meetings of the Board and for each day's service to the District rendered as a member of the Board.

FISCAL IMPACT: Undeterminable due to the Board's discretion; however, since annual Board per diem expenses have averaged \$54,500 over the past five years, there could be an approximate potential increase of up to \$19,075 in annual District costs (based on the maximum 35% increase) depending on the action taken by the Board.

SUMMARY: Water Code Section 20202 authorizes the governing body of a water district to increase compensation to individual directors by an amount up to 5% for each calendar year since the date of their last adjustment. On October 1, 2008, the Board set the Directors' compensation at \$189 per day.

DETAILED REPORT: Since October 2008, the VID Directors have received \$189 for each day's service rendered as a member of the Board. According to State Water Code Section 20202, the governing board of a water district may increase its compensation up to 5 percent for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted. This means that the maximum compensation allowable to the Directors is \$255.15 per meeting, as shown in the following table.

Year	Max. %		Maximum Per Diem Allowable
2008			189.00
2009	5%	9.45	198.45
2010	10%	18.90	207.90
2011	15%	28.35	217.35
2012	20%	37.80	226.80
2013	25%	47.25	236.25
2014	30%	56.70	245.70
2015	35%	66.15	255.15

The Board may adopt the following resolution calling for and setting the date and time (as determined by the Board) for a public hearing for the purpose of receiving comments on an ordinance setting compensation for Board Directors.

ATTACHMENTS: Draft Resolution calling for a public hearing

RESOLUTION NO. 15-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF  
VISTA IRRIGATION DISTRICT  
CALLING FOR A PUBLIC HEARING  
TO CONSIDER AN INCREASE IN THE COMPENSATION  
OF THE DIRECTORS OF THE DISTRICT

BE IT RESOLVED that the Board of Directors of the Vista Irrigation District does hereby schedule a public hearing for 8:30 a.m., \*\*\*, in accordance with Government Code section 6066, for the purpose of discussion of an ordinance setting compensation for Directors.

BE IT FURTHER RESOLVED, that two notices of such hearing shall be published once a week for two successive weeks with at least five days intervening in a newspaper of general circulation in the form as shown below:

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Vista Irrigation District will hold a public hearing in the meeting room of the District, 1391 Engineer Street, Vista, California, on Wednesday, \*\*\*, at 8:30 a.m. for the purpose of discussion of an ordinance setting compensation for Directors.

Vista Irrigation District will receive and consider all evidence, oral and written reports submitted or presented at said public hearing relative to this matter.

All interested parties are invited to attend said public hearing to express opinions and/or present evidence relative to this matter.

Further information may be obtained at the District Secretary's office by telephoning (760) 597-3128, between 8:00 a.m. and 5:00 p.m., Monday through Friday.

/s/

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

PASSED AND ADOPTED by the Board of Directors of the Vista Irrigation District on this 15<sup>th</sup> day of April 2015, by the following roll call vote:

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





**STAFF REPORT**

**Agenda Item: 11**

**Board Meeting Date:** April 15, 2015  
**Prepared By:** Brett Hodgkiss  
**Reviewed By:** Eldon Boone  
**Approved By:** Roy Coox

SUBJECT: PAPERLESS AGENDA PACKETS

RECOMMENDATION: Consider the implementation of paperless agenda packets through the use of electronic tablet devices.

PRIOR BOARD ACTION: At the March 18, 2015 meeting, the Board requested that an item be placed on a future agenda to consider the use of electronic tablets in conjunction with paperless agenda packets to reduce the use of paper and streamline the Board agenda preparation process.

FISCAL IMPACT: The District would incur upfront costs related to purchasing hardware and software totaling \$3,257, in the case of an iPad device. However, it is estimated the District would avoid \$379 in monthly (\$4,550 annually) labor and copying costs by implementing a paperless solution.

SUMMARY: Many public agencies have moved from paper agenda packets to paperless agenda packets in an effort to reduce paper consumption and streamline the agenda preparation process. Staff surveyed other local water agencies to determine how many of them had moved to paperless agenda packets and how many of them provided some type of device (e.g. iPad, MicroSoft Surface, etc.) to their Board members to use to view the agenda packets. Fifteen agencies responded to the survey, and a majority of them had moved to paperless agenda packets and had issued tablets to their Board members to view the documents and use on other agency business.

DETAILED REPORT: In 2014, the District held 34 Board or Committee meetings. For each of these meetings, paper agenda packets were produced. An agenda packet costs \$0.02 per sheet (including paper) to reproduce. The following table shows the breakdown of the number of pages and cost associated with preparing agenda packets for each meeting category:

<b>Meeting</b>	<b>Cost Per Sheet</b>	<b>Pages (double-sided)</b>	<b>Cost</b>
Board of Directors (Regular & Adjourned)	\$0.02	9,875	\$197.50
Special Board of Directors and Tours	\$0.02	35	0.70
Fiscal Policy Committee	\$0.02	419	8.38
Public Affairs Committee	\$0.02	466	9.32
Water Sustainability Committee	\$0.02	291	5.82
<b>Total</b>		<b>11,086</b>	<b>\$221.72</b>

In addition to the reproduction costs, labor and delivery costs are also incurred. Annual labor costs associated with copying, collating and assembling agenda packets are estimated at \$7,300 annually. The annual cost to deliver Board meeting agenda packets is approximately \$900. Therefore, the total cost associated with producing paper agenda packets for 34 meetings in 2014 was approximately \$8,200.

Per the Board's brief discussion of using tablets to view agenda packets, staff has researched the cost of purchasing five Apple iPad Air 2 devices with Wi-Fi. Each unit is currently priced at \$499.00 plus tax. It is recommended that each iPad be loaded with iAnnotate which will allow enhanced viewing and annotation of PDF documents. The purchase price is summarized below:

	<b>Quantity</b>	<b>Cost (including tax)</b>	<b>Total</b>
Apple iPad Air 2	5	\$541.42	\$2,707.10
iAnnotate	5	9.99	49.95
Accessories (case, etc.)	5	100.00	500.00
<b>Total</b>			<b>\$3,257.05</b>

It is important to note that five copies of each agenda packet (Board and Committee meetings) will continue to be produced for staff and the public. The cost (labor and copying) associated with continuing to produce those packets is about \$3,650 annually. If all Board members move to paperless agenda packets, the District is estimated to save \$4,550 by eliminating the preparation of five agenda packets and delivery costs.

Although not necessary in order to view agenda packets that have been downloaded onto the tablet devices, providing Internet access in the Board room would involve some additional costs.

Board members should be advised that content on a District-provided electronic device could be subject to disclosure if the District receives a public records request.



**Agenda Item: 12**

**STAFF REPORT**

**Board Meeting Date: April 15, 2015**  
**Prepared By: Roy Coox**

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: 13.A**

**Board Meeting Date: April 15, 2015**  
**Prepared By: Lisa Soto**  
**Approved By: Roy Coox**

**SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS**

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



**STAFF REPORT**

**Board Meeting Date:** April 15, 2015  
**Prepared By:** Marian Schmidt  
**Approved By:** Roy Coox

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

**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>Sexual Harassment Training</b> (VID Safety Program - Online) <i>Any time Monday-Friday (2 hour), District computer – See Marian for set-up</i> <i>Registration deadline: None</i>	
2	<b>Sexual Harassment Training</b> (JPIA Program - Online) <i>Any time, any day (2 hour), any computer – See Marian for instructions</i> <i>Registration deadline: None</i>	
3	<b>Introduction to Good Governance Principles</b> (CSDA) <i>Apr. 16, 2015 – McKinleyville Community Services District, McKinleyville</i> <i>Registration deadline: 4/14/15</i>	
4	<b>Hoover Dam &amp; Colorado River Aqueduct Tour</b> (SDCWA & MWD) <i>Apr. 18-19, 2015 – Meets at SDCWA</i> <i>Reservation deadline: Registration closed</i>	
5 *	<b>Council of Water Utilities Meeting</b> <i>Apr. 21, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 4/16/15</i>	Vásquez (R) Dorey (R) MacKenzie (R)
6	<b>Proposition 26, Proposition 218 and Rate Setting</b> (CSDA) <i>Apr. 22, 2015 – CSDA Training Center, Sacramento</i> <i>Registration deadline: 4/20/15</i>	
7	<b>Central Valley Tour</b> (Water Education Foundation) <i>Apr. 22-24, 2015 – Begins and ends at Sacramento International Airport</i> <i>Reservation deadline: 3/22/15</i>	
8	<b>Colorado River Aqueduct System Tour</b> (SDCWA & MWD) <i>May 1-2, 2015 – Meets at SDCWA</i> <i>Reservation deadline: Registration not open</i>	
9	<b>ACWA Spring Conference</b> <i>May 5-8, 2015 – Sacramento Convention Center</i> <i>Registration deadline: 4/10/15</i>	MacKenzie (R,A) Dorey (R,A,H) Vásquez (R,H) Miller (R,A,H) Reznicek(R,A,C,H)
10	<b>Best Practices in Strategic Planning: Effective Approaches That Work</b> (CSDA) <i>May 18, 2015 – CSDA Training Center, Sacramento</i> <i>Registration deadline: 5/14/15</i>	
11 *	<b>Council of Water Utilities Meeting</b> <i>May 19, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 5/14/15</i>	
12	<b>CSDA Special District Legislative Days</b> <i>May 19-20, 2015 – The Grand (across from The Sheraton Grande), Sacramento</i> <i>Registration deadline: 5/15/15</i>	MacKenzie (R)

13 *	<b>CSDA Quarterly Dinner Meeting</b> <i>May 21, 2015 – 6:00 – 9:00 p.m. - The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 5/14/15</i>	
14	<b>Staying in Compliance: Understanding Fundamental Laws (CSDA)</b> <i>June 3, 2015 – CSDA Training Center, Sacramento</i> <i>Registration deadline: 6/1/15</i>	
15	<b>Harassment Prevention Training AB 1825 Webinar (CSDA)</b> <i>June 10, 2015, 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 6/8/15</i>	
16 *	<b>Council of Water Utilities Meeting</b> <i>June 16, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 6/11/15</i>	
17	<b>Governance Foundations (CSDA)</b> <i>June 16, 2015 – Fresno Irrigation District</i> <i>Reservation deadline: 6/11/15</i>	
18	<b>Social Media: Basic Training to Mastery (CSDA)</b> <i>June 23, 2015, 9:00 a.m. – 12:00 p.m. – Sacramento</i> <i>Registration deadline: 6/17/15</i>	
19	<b>Bay-Delta Tour (Water Education Foundation)</b> <i>June 24-26, 2015 – Begins and ends at the Sacramento International Airport</i> <i>Reservation deadline: 5/24/15</i>	
20 *	<b>Council of Water Utilities Meeting</b> <i>July 21, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 7/16/15</i>	
21	<b>Setting Direction/Community Leadership (CSDA)</b> <i>July 22, 2015, 8:30 a.m. – 4:00 p.m. – CSDA Training Center, Sacramento</i> <i>Registration deadline: 7/20/15</i>	Reznicek
22	<b>Board's Role in Human Resources (CSDA)</b> <i>July 23, 2015 – CSDA Training Center, Sacramento</i> <i>Registration deadline: 7/21/15</i>	Reznicek
23	<b>Legislative Roundup Webinar (CSDA)</b> <i>July 30, 2015, 10:00 a.m. – 12:30 p.m.</i> <i>Registration deadline: 7/28/15</i>	
24	<b>Board Member &amp; District Liability Issues Webinar (CSDA)</b> <i>Aug. 12, 2015, 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline 8/10/15</i>	
25 *	<b>Council of Water Utilities Meeting</b> <i>Aug. 18, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 8/13/15</i>	
26	<b>Board's Role in Finance and Fiscal Accountability (CSDA)</b> <i>Aug. 18, 2015, 8:30 a.m. – 4:00 p.m. – CSDA Training Center, Sacramento</i> <i>Registration deadline: 8/14/15</i>	Reznicek
27 *	<b>CSDA Quarterly Dinner Meeting</b> <i>Aug. 20, 2015 – 6:00 – 9:00 p.m. - The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 8/13/15</i>	
28	<b>Understanding the Brown Act: Beyond the Basics Webinar (CSDA)</b> <i>Aug. 20, 2015, 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 8/18/15</i>	
29	<b>Urban Water Institute Annual Water Conference</b> <i>Aug. 26-28, 2015 – Hilton San Diego Resort</i> <i>Registration deadline: TBD</i>	
30 *	<b>Council of Water Utilities Meeting</b> <i>Sept. 15, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 9/10/15</i>	
31	<b>CSDA Annual Conference</b> <i>Sept. 21-24, 2015 – Marriott Monterey</i>	MacKenzie (A)

<b>32</b>	<b>Governance Foundations (CSDA)</b> <i>Sept. 21, 2015 – Marriott Monterey</i>	
<b>33</b>	<b>Groundwater Tour</b> (Water Education Foundation) <i>Sept. 24-25, 2015 – Begins and ends at Sacramento International Airport</i> <i>Reservation deadline: 8/24/15</i>	
<b>34</b>	<b>30<sup>th</sup> Biennial Groundwater Conference (GRA)</b> <i>Oct. 6-7, 2015 – Double Tree by Hilton, Sacramento</i> <i>Registration deadline:TBD</i>	
<b>35</b>	<b>Southern California Tour</b> (Water Education Foundation) <i>Oct. 8-9, 2015 – Begins and ends at the Ontario International Airport</i> <i>Reservation deadline: 9/8/15</i>	
<b>36 *</b>	<b>Council of Water Utilities Meeting</b> <i>Oct. 20, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 10/15/15</i>	
<b>37</b>	<b>Northern California Tour</b> (Water Education Foundation) <i>Oct. 21-23, 2015 – Begins and ends at Sacramento International Airport</i> <i>Reservation deadline: 9/21/15</i>	
<b>38</b>	<b>San Joaquin River Restoration Tour</b> (Water Education Foundation) <i>Nov. 5-6, 2015 – Begins and ends in Fresno</i> <i>Reservation deadline: 10/5/15</i>	
<b>39 *</b>	<b>Council of Water Utilities Meeting</b> <i>Nov. 17, 2015, 7:15 a.m., Stoneridge Country Club, Poway</i> <i>Reservation deadline: 11/12/15</i>	
<b>40</b>	<b>Required Ethics Compliance Training AB 1234 Webinar (CSDA)</b> <i>Nov. 18, 2015, 10:00 a.m. – 12:00 p.m.</i> <i>Registration deadline: 11/16/15</i>	
<b>41 *</b>	<b>CSDA Quarterly Dinner Meeting</b> <i>Nov. 19, 2015 – 6:00 – 9:00 p.m. - The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/15</i>	
<b>42</b>	<b>ACWA Fall Conference</b> <i>Dec. 1-4, 2015–Renaissance Esmeralda/Hyatt Grand Champions Hotel, Indian Wells</i> <i>Registration deadline: TBD</i>	
<b>43</b>	<b>Colorado River Water Users Association Annual Conference</b> <i>Dec. 16-18, 2015- Location TBD</i> <i>Registration deadline: TBD</i>	

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

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

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



**Agenda Item: 14**

**STAFF REPORT**

**Board Meeting Date: April 15, 2015**  
**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:*

- FY 2016 Budget (following Fiscal Policy Committee review)
- Groundwater Legislation Workshop
- Water Supply Response Program and drought conditions



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

AN ADJOURNED MEETING OF THE BOARD OF DIRECTORS OF VISTA IRRIGATION DISTRICT, HELD ON APRIL 15, 2015, WAS ADJOURNED UNTIL 8:45 AM, APRIL 29, 2015, AT 26439 HIGHWAY 76, SANTA YSABEL, CALIFORNIA.

\* \* \* \* \*

AFFIDAVIT OF POSTING ORDER OF ADJOURNMENT OF MEETING

STATE OF CALIFORNIA )  
COUNTY OF SAN DIEGO )

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



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

POSTED: April 15, 2015