

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

January 8, 2020

A Regular Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, January 8, 2020 at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

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

2. ROLL CALL

Directors present: 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; Matt Atteberry, Engineering Services Manager; Greg Keppler, Engineering Project Manager; Mark Saltz, Water Resources Specialist; Ben Parks, Engineering Inspector; Richard Gangloff, Water Quality Operator III; Steve Frey, Water Quality Operator II; Marlene Kelleher, Director of Administration; and Ramae Ogilvie, Administrative Assistant.

Other attendees: Jessica Parks, Senior Management Analyst for the City of Poway.

3. PLEDGE OF ALLEGIANCE

President Vásquez led the pledge of allegiance.

4. APPROVAL OF AGENDA

20-01-01	<i>Upon motion by Director Miller, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the agenda as presented.</i>
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5. ORAL COMMUNICATIONS

Jessica Parks, Senior Management Analyst for the City of Poway (Poway) addressed the Board regarding precautionary boil water advisory issued by Poway due a cross-connection between a storm drain and its drinking water distribution system. California State Water Resources Control Board staff required Poway to flush 300 miles of pipe to get rid of any potentially contaminated water. Ms. Parks stated that it would have taken weeks to accomplish this task, so Poway called for assistance from neighboring water agencies. She noted that Vista Irrigation District was among the first to respond to the call; Ms. Parks stated that Dean Farris, Water Distribution Supervisor, offered whatever assistance was needed. She said that Water Quality Operators Richard Gangloff and Steve Frey were sent to Poway to help flush the system, and with their help and the help of staff from other water agencies, the task was accomplished in three days. Ms. Parks stated that the reason for her visit was just to say thank you for the assistance and to also say that if the District should ever find itself in a similar situation of needing help, to please call upon Poway, who would be more than happy to return the favor.

Mr. Hodgkiss said that upon receiving the email requesting assistance, he suggested that the District see what it can do to help, to which Director of Operations and Field Services Frank Wolinski responded affirmatively and without hesitation. Mr. Hodgkiss thanked Messrs. Wolinski, Farris, Gangloff and Frey. The Board echoed appreciation for all involved and thanked Ms. Parks for her attendance and comments.

At this time, Ms. Parks, along with Messrs. Gangloff, Frey, and Parks, all left the meeting.

6. CONSENT CALENDAR

20-01-02 *Upon motion by Director Dorey, seconded by Director MacKenzie and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the Consent Calendar, including Resolution No. 20-01 approving disbursements.*

A. Minutes of Board of Directors meeting on December 18, 2019

The minutes of December 18, 2019 were approved as presented.

B. Resolution ratifying check disbursements

RESOLUTION NO. 20-01

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 63362 through 63472 drawn on Union Bank totaling \$501,703.06.

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 8th day of January 2020.

7. DIVISION REPORTS

See staff report attached hereto.

Director of Water Resources Don Smith updated the Board regarding the Warner Springs Ranch Resort (WSRR) stating that he recently checked on the status of County of San Diego’s review of the WSRR groundwater study and noted that there is nothing new to report.

President Vásquez inquired if the District has any plans to seek the assistance of private contractors to accelerate the District’s main replacement program. Director of Engineering Randy Whitmann responded that considering the current bidding climate, the District would be inclined to wait until costs go down; at this time, District forces can perform the work at a lower cost. Mr. Whitmann stated that the next Nipponite main replacement project would be under construction soon in connection with a City of Vista park project located near the corner of Civic Center and Alta Vista drives.

8. INVESTMENT POLICY UPDATE

See staff report attached hereto.

Director of Administration Marlene Kelleher stated that the District’s Investment Policy is reviewed annually to ensure compliance with any changes in the law and is prudent considering current investment conditions. She noted that staff proposed one revision, removing the five-year maturity limit on investments in U.S Government Bills, Notes, Bonds and Treasury Strips to provide the District with greater flexibility with its investment options in the future. She noted that while the District does not invest in anything for more than five years, staff is recommending this change in order to be consistent with what is becoming standard for public investing.

20-01-03 *Upon motion by Director Miller, seconded by Director Sanchez, the Board of Directors adopted Resolution 20-02 approving the District’s investment policy, by the following roll call vote:*

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

A copy of Resolution 20-02 is on file in the official Resolution Book of the District.

9. CALL FOR NOMINATIONS TO THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

See staff report attached hereto.

Following brief discussion, the Board took the following action:

20-01-04 *Upon motion by Director Miller, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors nominated Board member Jo MacKenzie for election to the San Diego Local Agency Formation Commission Special District Member position.*

10. DISTRICT COMMITTEES AND REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

See staff report attached hereto.

President Vásquez stated that after careful consideration he has decided to make the following appointments to the District’s standing committees and to outside organizations for the 2020 calendar year.

Standing Committees

- Water Sustainability: Director Sanchez (Chair) and President Vásquez
- Fiscal Policy: President Vásquez (Chair) and Director Sanchez
- Warner Ranch: Director MacKenzie (Chair) and Director Dorey
- Public Affairs: Director Miller (Chair) and Director MacKenzie
- Groundwater: Director Dorey (Chair) and Director Miller

Outside Organizations

San Luis Rey Watershed Council:	Director Dorey; Jessica Sherwood (<i>Alternate</i>)
Association of California Water Agencies (ACWA), Joint Powers Insurance Authority:	Director Dorey; Brett Hodgkiss (<i>Alternate</i>)
Southern California Water Coalition:	Director Dorey; President Vásquez (<i>Alternate</i>)
Groundwater Resources Association:	Director Dorey; President Vásquez (<i>Alternate</i>)

20-01-05	<i>Upon motion by Director MacKenzie, seconded by Director Dorey and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors ratified President Vásquez's appointments to committees and outside organizations for 2020.</i>
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11. MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY

See staff report attached hereto.

Director Miller stated that there was no regular Water Authority Board meeting in December 2019. He reported on a special board meeting that was held at the Water Authority on December 19 in which the General Manager of Metropolitan Water District of Southern California (MWD) Jeff Kightlinger presented the offer made by MWD to the Water Authority to settle the ongoing legal dispute between the two agencies. Director Miller stated that there was a lengthy discussion following Mr. Kightlinger's presentation and that the Water Authority had since made a counter-offer to MWD and is awaiting a response. He noted that the new Water Authority General Manager, Sandi Kerl, is meeting with all of the Water Authority Board members and has requested a meeting with him, which will likely take place at the District headquarters in the next week or so.

The Board briefly discussed the potential detachment of Fallbrook Public Utilities District (Fallbrook) and Rainbow Municipal Water District (Rainbow) from the Water Authority. It was noted that there is a difference of opinion regarding an "exit fee" for these two agencies to detach from the Water Authority. Another point of discussion and uncertainty is regarding who will be able to vote on the detachment, and how much it will cost the customers of remaining Water Authority member agencies.

12. MEETINGS AND EVENTS

See staff report attached hereto.

Director MacKenzie requested to attend the San Diego Chapter, California Special Districts Association (CSDA) quarterly meeting on February 20, 2020 in Kearny Mesa. She advised that she will be unable to attend the ACWA Legislative Symposium and asked that her name be removed from the list.

Director MacKenzie stated that she was not appointed to the ACWA State Legislative Committee, but stated she would like authorization to attend its meetings in 2020 as her schedule permits. She advised that she will continue her participation in 2020 on a committee to review and recommend revisions related to the rules for the Local Agencies formation Commission protest votes contained in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

The Board discussed the upcoming State of the Community Luncheon presented by the Vista Chamber of Commerce on January 27 at the City of Vista Civic Center. The Board agreed that its presence at this event is important to show support for the community; all Board members requested authorization to attend.

President Vásquez requested that staff research the upcoming activities in the community such as Vista Chamber Sundowners.

20-01-06 *Upon motion by Director Dorey, seconded by Director Miller and unanimously carried (5 ayes: Miller, Dorey, Sanchez, MacKenzie, and Vásquez), the Board of Directors authorized the following attendances: Director MacKenzie to attend the San Diego Chapter, CSDA Quarterly Meeting on February 20 in Kearny Mesa and the ACWA Legislative Committee meetings throughout 2020 as her schedule permits; and all five Board members to attend State of the Community Luncheon in Vista on February 27.*

13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

Mr. Hodgkiss stated that the Comprehensive Annual Financial Report/Fiscal Year 2019 Audit along with the Financial Report for the year ended June 30, 2019 would be presented at the next Board meeting on January 22, 2020. Mr. Hodgkiss stated that a report regarding the Southwestern Willow Flycatcher on District lands is also being planned for the January 22 Board meeting, adding that this is a follow up to an item the Board previously approved.

14. COMMENTS BY DIRECTORS

The Board members each reported on their ACWA Committee Appointments for 2020/21 as follows:

- Director Sanchez - Business Development Committee
- Director Miller - Energy Committee
- Director Dorey - Groundwater Committee
- Director MacKenzie - Membership Committee
- President Vásquez - Water Quality Committee

President Vásquez requested that staff obtain copies of the recently updated ACWA Outreach Handbook for any of the Board members who would like to have a copy.

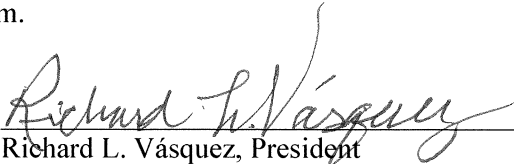
15. COMMENTS BY GENERAL MANAGER

Mr. Hodgkiss informed the Board that the District was recently notified of a change to City of Vista paving requirements during the winter months; hot mix rather than cold mix would need to be used for patch paving from October through April. Mr. Hodgkiss stated that an amendment is being prepared to the District's agreement for paving services and that an increase to the total amount of the agreement is not warranted at this time.

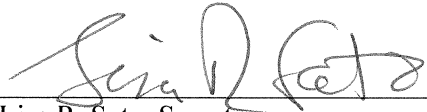
Mr. Hodgkiss stated that the City of Vista will be conducting a street rehabilitation project in front the District headquarters in either January or February; he said that staff will let the Board know if these activities will be taking place during any of the upcoming Board meeting dates.

16. ADJOURNMENT

There being no further business to come before the Board, at 10:08 a.m. President Vásquez adjourned the meeting to January 22, 2020 at 9:00 a.m.


Richard L. Vásquez, President

ATTEST:


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



Cash Disbursement Report

Payment Dates 12/05/2019 - 12/27/19

Payment Number	Payment Date	Vendor	Description	Amount
63362-63366	12/11/2019	Refund Checks 63362-63366	Customer Refunds	998.45
63367	12/11/2019	AirX Utility Surveyors, Inc	Potholing - Montgomery	11,543.75
	12/11/2019		Potholing - Montgomery	13,575.00
63368	12/11/2019	Amazon Capital Services	Trail Cam Kit, Binoculars, Memory Card	511.95
63369	12/11/2019	BAVCO	Backflow Repair Kits	422.23
63370	12/11/2019	CARB/PERP	Registration Fee for Portable Generator	735.00
63371	12/11/2019	CDW Government Inc	Unitrends Annual Renewal	10,085.00
63372	12/11/2019	Cecilia's Safety Service Inc	Traffic Control - E Norte Parkway	712.50
	12/11/2019		Traffic Control - York Dr/Montgomery Dr	3,800.00
	12/11/2019		Traffic Control - Vale View Dr	3,990.00
	12/11/2019		Traffic Control - E Vista Way/Townsite Dr	855.00
	12/11/2019		Traffic Control Design - Monte Vista Dr	70.00
	12/11/2019		Traffic Control - Sycamore Ave	1,425.00
	12/11/2019		Traffic Control - York Dr/Montgomery Dr	1,425.00
63373	12/11/2019	Christian Magill	Reimburse - Footwear Program	180.00
63375	12/11/2019	Coast Equipment Rentals	Excavator Rental	558.96
63376	12/11/2019	Core & Main	Ells (6) & Tee	1,104.98
63377	12/11/2019	Diamond Environmental Services	Stationary & Portable Restroom Service	304.20
63378	12/11/2019	Drug Testing Network Inc	DOT Testing	191.90
63379	12/11/2019	Dudek	E Reservoir & Pump Station 10/2019	16,064.74
63380	12/11/2019	ENR	Engineering News Subscription	39.00
63381	12/11/2019	Eurofins Eaton Analytical Inc	UCMR 4 RD-9 Lab Testing	800.00
	12/11/2019		UCMR 4 RD-9 Lab Testing	800.00
63382	12/11/2019	Ferguson Waterworks	Hydraulic Control Parts	1,628.09
	12/11/2019		Regulator Pulse Control Valves (4)	610.53
63383	12/11/2019	Fountain Car Wash	Wash Tokens (600)	540.00
63384	12/11/2019	Grainger	Safety Labels	5.71
	12/11/2019		Binders (5)	22.74
63385	12/11/2019	Home Depot Credit Services	Cut-off Blades	30.18
	12/11/2019		Lumber	14.19
	12/11/2019		Blocks for Retaining Wall	55.08
	12/11/2019		Blocks for Retaining Wall	59.67

	12/11/2019		Lumber	6.06
	12/11/2019		Tote	35.69
	12/11/2019		Drill Bits, Tie-down Straps	54.00
	12/11/2019		Heavy Duty Duct Tape	38.88
	12/11/2019		Irrigation Controller	34.61
	12/11/2019		Electrical Parts	11.14
	12/11/2019		Building Maintenance Supplies	30.26
	12/11/2019		Ropes & Stakes	149.48
	12/11/2019		Hinges, Flashlight	38.89
	12/11/2019		Supplies for Dam House Repair	394.50
	12/11/2019		Tools & Hoses	71.30
	12/11/2019		Organizer, Bucket	33.35
	12/11/2019		Batteries, Filters	43.45
	12/11/2019		Electrical Connectors, Misc Supplies	98.51
	12/11/2019		Angle Grinder	107.17
63386	12/11/2019	HUB Construction Specialties	Parts For Truck #65	249.39
63387	12/11/2019	Jackson & Blanc	HVAC Boiler Repair	1,269.35
63388	12/11/2019	Jo MacKenzie	Reimburse - ACWA Conference 12/2019	819.10
63389	12/11/2019	Jobs Available	Employment Advertising	721.50
63390	12/11/2019	Joe's Paving	Final Paving - Catalina Ave	24,979.50
63391	12/11/2019	Mission Resource Conservation District	Home Water Use Evaluation (1)	44.50
63392	12/11/2019	North County Industrial Park	Association Fees 12/2019 - Engineer St	879.30
63393	12/11/2019	One Source Distributors	Air Monitor Testing Equipment	2,167.30
	12/11/2019		Pipe Threading Tool	1,632.95
63394	12/11/2019	Benetrac	Employee Benefit Tracking 12/2019	400.00
63395	12/11/2019	Paychex of New York LLC	Onboarding/Recruiting Service 12/2019	412.50
63396	12/11/2019	Rincon del Diablo MWD	MD Reservoir Service 11/2019	55.44
63397	12/11/2019	San Diego Gas & Electric	Gas Use 11/2019	647.67
	12/11/2019		Electrical Transmission 11/2019	4,542.68
	12/11/2019		Electric 11/2019 - T&D	90.04
	12/11/2019		Electric 11/2019 - Reservoir	47.85
63398	12/11/2019	Sherry Thorpe	Reimburse - New Hire Lunch (4), Employee Event	141.49
63399	12/11/2019	Southern Counties Lubricants, LLC	Fuel 11/16/19 - 11/30/19	4,513.57
63400	12/11/2019	Sunrise Materials Inc	Rock Bags (70)	265.21
63401	12/11/2019	TS Industrial Supply	Bosch Roto Hammer Drill Repair	296.86
63402	12/11/2019	Verizon Wireless	SCADA Remote Access	371.78
63403	12/11/2019	Vinje & Middleton Engineering Inc	Compaction Tests	593.75
63404	12/11/2019	Vista Brake & Smog	Tires - Truck 11	506.57
63405	12/11/2019	Vortex Industries Inc	Maintenance of Rollup Doors	863.00

63406	12/11/2019	Xerox Corporation	Xerox Service & Supplies	185.01
63407	12/19/2019	Refund Check 63407	Customer Refund	2,485.59
63408	12/19/2019	Refund Check 63408	Customer Refund	60.29
63409	12/19/2019	Refund Check 63409	Customer Refund	267.77
63410	12/19/2019	ABABA Bolt	Fabrication & Electrical Supplies	388.57
63411	12/19/2019	ACWA/JPIA	Medical & Dental Insurance 01/2020	69.09
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	860.63
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	1,650.70
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	33.72
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	69.09
	12/19/2019		Medical & Dental Insurance 01/2020 - Cobra	69.09
	12/19/2019		Medical & Dental Insurance 01/2020 - Employees	160,413.27
	12/19/2019		Medical & Dental Insurance 01/2020 - Retirees	41,397.44
	12/19/2019		Medical & Dental Insurance 01/2020 - J MacKenzie	1,790.34
	12/19/2019		Medical & Dental Insurance 01/2020 - M Miller	1,790.34
	12/19/2019		Medical & Dental Insurance 01/2020 - P Sanchez	1,790.34
	12/19/2019		Medical & Dental Insurance 01/2020 - R Vasquez	1,719.79
	12/19/2019		Medical & Dental Insurance 01/2020 - P Dorey	1,719.79
63412	12/19/2019	AED Everywhere, Inc	Defibrillator Electrode Pads (3)	170.33
63413	12/19/2019	Allied Electronics Inc	SCADA Maintenance Supplies	883.47
63414	12/19/2019	Amazon Capital Services	Weld-On Seal Plus Pipe Thread Sealant (4)	51.31
	12/19/2019		Office Supplies	105.32
	12/19/2019		SD Cards (2)	9.69
63415	12/19/2019	Answering Service Care, LLC	Answering Service	395.00
63416	12/19/2019	Auto Specialist Warehouse	Brake Pads - Truck 29	48.51
63417	12/19/2019	Boot Barn Inc	Footwear Program	151.81
	12/19/2019		Footwear Program	151.81
	12/19/2019		Footwear Program	180.00
	12/19/2019		Footwear Program	180.00
63418	12/19/2019	Brent Reyes	Tuition Reimbursement 12/2019	328.67
63419	12/19/2019	California Department of Justice	Fingerprinting - New Hire	49.00
63420	12/19/2019	Canon Solutions America, Inc	Copier Maintenance	112.96
63421	12/19/2019	CDW Government Inc	Unitrends Forever Cloud - 500GB (3)	2,685.00
63422	12/19/2019	Cecilia's Safety Service Inc	Traffic Control - Waxing Dr/North Dr	1,425.00
	12/19/2019		Traffic Control - 848 Via Soledad	570.00
63423	12/19/2019	City of Oceanside	Weese Treatment 11/2019	17,118.86
63424	12/19/2019	City of Vista	South Santa Fe Phase II - Reimb for Construction 8/19	27,282.10
63425	12/19/2019	CleanCapital HCA Borrower LLC	Solar Use 11/2019	3,568.55
63426	12/19/2019	Core & Main	6" Water Meter (1) , 6' Spool (1)	4,401.19

	12/19/2019		Itron Encoder (1), Adapter (1)	241.51
	12/19/2019		6" DI Pipe (1)	307.81
	12/19/2019		Tracer Lids (15)	264.50
63427	12/19/2019	CWEA	Membership Renewal, Certification	291.00
63428	12/19/2019	Digital Deployment, Inc	Web Hosting - Maintenance & Support 11/2019	300.00
63429	12/19/2019	Dion International Trucks, LLC - San Marcos	Injector & Mounting Kit - Truck #28	476.83
	12/19/2019		Nox Sensor - Truck #28	(102.52)
63430	12/19/2019	Direct Energy	Electric 10/2019 - VID	702.05
	12/19/2019		Electric 10/2019 - Henshaw Buildings & Grounds	367.11
	12/19/2019		Electric 10/2019 - Henshaw Well Field	1,225.51
	12/19/2019		Electric 10/2019 - T & D / Cathodic Protection	32.29
	12/19/2019		Electric 10/2019 - Reservoirs	10.18
	12/19/2019		Electric 10/2019 - Pump Stations	9,286.22
	12/19/2019		Electric 10/2019 - Treatment Plants	28.34
	12/19/2019		Electric 11/2019 - VID	1,144.75
	12/19/2019		Electric 11/2019 - Henshaw Buildings & Grounds	341.14
	12/19/2019		Electric 11/2019 - Henshaw Well Field	1,070.74
	12/19/2019		Electric 11/2019 - T & D / Cathodic Protection	36.06
	12/19/2019		Electric 11/2019 - Reservoirs	12.32
	12/19/2019		Electric 11/2019 - Pump Stations	8,355.57
	12/19/2019		Electric 11/2019 - Treatment Plants	33.06
63431	12/19/2019	Drug Testing Network Inc	Annual Administrative Fee 1/2020 - 1/2021	95.00
63432	12/19/2019	Ergostop Inc	Sit/Stand Base	1,746.56
63433	12/19/2019	Eurofins Eaton Analytical Inc	UCMR 4 RD-9c Lab Testing	1,200.00
63434	12/19/2019	FedEx	Shipping 11/2019	87.54
63435	12/19/2019	Ferguson Waterworks	Lid 8" VID Slotted Valve (400)	9,569.30
	12/19/2019		Flange 6" SOW 6-hole (9)	265.00
63436	12/19/2019	Coast Fitness Repair Shop	Maintenance of Fitness Equipment	200.00
63437	12/19/2019	D.H. Maintenance Services	Janitorial Service 12/2019	2,366.00
63438	12/19/2019	Gillingham Water Planning & Engineering Inc	Water Supply Planning Study 11/2019	14,159.05
63439	12/19/2019	Glennie's Office Products Inc	Office Supplies	150.62
63440	12/19/2019	Government Finance Officers Association	CAFR Application Fee 12/2019	460.00
63441	12/19/2019	Grainger	Electrical Danger Signs (20)	14.94
	12/19/2019		O-Rings, Voltage Labels, Electrical Supplies	48.87
63442	12/19/2019	Hello Deli	Lunch - Interview Panel (6)	76.85
63443	12/19/2019	InfoSend Inc	Data Processing/Mailing Service 11/2019	7,160.12
	12/19/2019		Support & Storage 11/2019	1,409.57
63444	12/19/2019	Interstate Battery of San Diego Inc	Bulbs, Zip ties, Silicone	39.85
63445	12/19/2019	Iron Mountain Records Management	Offsite Data Storage	316.56

63446	12/19/2019	Jessica Sherwood	Tuition Reimbursement 12/2019	1,071.88
63447	12/19/2019	John Sable	Reimburse for Damage	815.00
63448	12/19/2019	Kimball Midwest	Garage Hardware & Supplies	309.01
63449	12/19/2019	Major League Pest	Bee Removal (1)	85.00
	12/19/2019		Bee Removal (1)	85.00
	12/19/2019		Bee Removal (1)	85.00
	12/19/2019		Bee Removal (1)	85.00
	12/19/2019		Bee Removal (10)	850.00
63450	12/19/2019	McMaster-Carr Supply Company	Stainless Steel Screws	116.14
63451	12/19/2019	Medical Eye Services	Vision Insurance 01/2020 - Cobra	8.78
	12/19/2019		Vision Insurance 01/2020 - Employees	1,565.78
	12/19/2019		Vision Insurance 01/2020 - J MacKenzie	14.24
	12/19/2019		Vision Insurance 01/2020 - P Sanchez	14.24
	12/19/2019		Vision Insurance 01/2020 - R Vasquez	14.24
	12/19/2019		Vision Insurance 01/2020 - M Miller	14.24
	12/19/2019		Vision Insurance 01/2020 - P Dorey	14.24
63452	12/19/2019	Moodys	Dump Fees	600.00
63453	12/19/2019	MRC, Smart Technology Solutions	Managed Print Services	629.91
63454	12/19/2019	NAPA Auto Parts	3.5 Ton Floor Jacks (2)	303.08
63455	12/19/2019	North County Auto Parts	Oil Filters (2)	7.79
	12/19/2019		Turn Rotors	45.00
	12/19/2019		Filters, Shop Chemicals	70.75
	12/19/2019		Cabin Air Filter	11.93
63456	12/19/2019	One Source Distributors	Prescription Safety Glasses	212.06
63457	12/19/2019	O'Reilly Auto Parts	Battery - Truck 33	163.91
	12/19/2019		Batteries (3) - Truck 52	756.61
	12/19/2019		Coolant (9)	107.07
	12/19/2019		Battery - Truck 13	163.91
	12/19/2019		Coolant (12)	142.76
	12/19/2019		Battery - T4	252.20
63458	12/19/2019	PRII/SLR Vista Apartments	Refund Amended VID & SDCWA Capacity Fees	18,450.00
63459	12/19/2019	Ramona Disposal Service	Trash Service 11/2019	167.50
63460	12/19/2019	RDO Equipment Co	Handle for Chipper	20.56
63461	12/19/2019	Rutan & Tucker LLP	Legal 10/2019	841.00
	12/19/2019		Legal 11/2019	344.50
	12/19/2019		Legal 11/2019	4,074.50
	12/19/2019		Legal 11/2019	297.00
63462	12/19/2019	Spok, Inc	Pagers	44.10
63463	12/19/2019	Sunrise Materials Inc	Chalk, Chalk Line	28.15

63464	12/19/2019	The UPS Store 0971	Shipping 11/2019	545.91
63465	12/19/2019	TS Industrial Supply	Spray Wand & Assembly, Penetrant	107.77
	12/19/2019		Air Hose Reel Safety Shut-off Valve - Truck 65	87.27
	12/19/2019		Locks 2029 Master (60)	811.88
	12/19/2019		Lifter SS 36" Meter Lid (3)	105.38
	12/19/2019		Wrench Fire Hydrant (2)	26.04
	12/19/2019		Gauges, Taps, Brushes, Regulator Supplies	617.36
63466	12/19/2019	VG Donuts & Bakery Inc	Refreshments - Employee Event 12/10/19	180.62
63467	12/19/2019	Vista Brake & Smog	Rotate & Balance Tires - Truck #79	79.61
63468	12/19/2019	Vista Paint Corporation	Paint for Regulator	55.14
63469	12/19/2019	Vulcan Materials Company and Affiliates	Cold Mix	1,916.82
63470	12/19/2019	Water District Jobs	Recruitment Advertising - Construction Worker	145.00
63471	12/19/2019	White Nelson Diehl Evans LLP	Audit Services 11/2019	2,500.00
63472	12/19/2019	WorkPartners OHS	DOT Physicals	190.00
	12/19/2019		Physical - New Hire	215.00
Grand Total:				501,703.06



STAFF REPORT

Agenda Item: 7

Board Meeting Date: January 8, 2020
Prepared By: Don Smith, Randy Whitmann,
Frank Wolinski & Marlene Kelleher
Approved By: Brett Hodgkiss

SUBJECT: DIVISION REPORTS

RECOMMENDATION: Note and file informational report.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: None.

SUMMARY: Previous month's and anticipated activities are reported by each division.

ENGINEERING DIVISION

December

- The District has replaced approximately 9.22 miles of Nipponite pipe since 2002. Of the 6.76 miles of Nipponite pipe remaining in the system, replacement of 1.53 miles is currently in design and 0.0 miles is in construction.
- The District has replaced approximately 4,300 feet (0.81 miles) of pipe (steel – 990 feet, PVC – 0 feet, non-Nipponite asbestos cement – 3,310 feet and Nipponite – 0 feet) in Fiscal Year 2020.
- Buena Creek (HB) Reservoir Rehabilitation – Richard Brady and Associates began removing the existing interior liner, erecting false work and shoring inside the tank to support the concrete dome roof during roof demolition, and constructing storm drain and drainage facility improvements. Cost estimate/bid summary table attached.
- Edgehill (E) Reservoir Replacement and Pump Station – Dudek continued preparing the final design.
- Four Reservoirs Seismic and Structural Analysis – begin reviewing proposals to evaluate Virginia Place (A), Summit Trail (C), Cabrillo Circle (E-1) and Deodar reservoirs.
- Water Supply Planning Study – Gillingham Water continued with the fine screening analysis of the short-list of water supply alternatives.
- Projects along Flume
 - Henry Ranch – 97 single-family home residential subdivision between Lake Dixon and El Norte Parkway in Escondido. Project requires District review and approval of grading plan and tract map to provide new access road to the Tunnel Bench. Grading plan has been approved by staff and tract map will be coming to the Board for approval of the new grant of right of way.
 - The Villages – 380 dwelling unit residential subdivision along Country Club Lane, between Nutmeg Street and Pamela Lane in Escondido. Project requires District review and approval of grading and storm drain work along the Jones Siphon. Grading plan has been approved by staff with storm drain approval to follow after Board acceptance of a joint use agreement with the City for work within the Flume easement. Project also requires the relocation of an 18-inch transmission main feeding the Bennett service area. This portion of the work will require approval of the improvement plans, tract map and new grant of right of way which are currently in plan check.
 - Orchard Hills – 20 single-family home residential subdivision along Richland Road within a small unincorporated area between Escondido and San Marcos. Project requires District review and approval of de-annexation, grading plan, tract map, and irrevocable offer of dedication to the County of San Diego for a future trail along the Borden Bench. De-annexation approved by Board; all plans are currently in plan check.

January

- Mainline Replacement Projects in design (current projects): Nettleton Rd., Pala Vista Dr.*, Alta Vista Dr., Vista Grande Dr.*, Lonsdale Ln.*, Plumosa Ave., Lita Ln., Catalina Ave.*, Friendly Dr.*, Oak Dr.*, San Clemente Way*, Devon Pl., Kent Pl., Clarence Dr., York Dr., Calle Maria, Via Christina, Olive Ave.*, Green Hills Way, Elevado Rd. (Total length = 5.62 miles).
- Mainline Replacement Projects in planning (future projects): N. Citrus Ave.*, E. Vista Way, Mason Rd., Lado De Loma, Eddy Dr., Camino Patricia, Camino Corto, Nordahl Rd.*, HN Line- Gopher Canyon to Fairview Dr., Buena Creek Rd.*, Robinhood Rd., Lower Ln., Easy St., Rancho Vista Rd., Bandini Place, McGavran Dr., Oro Avo Dr., Shale Rock, La Mirada, Crescent Dr., Descanso Ave., Mar Vista Dr., Miramar Dr., Camino Culebra*, Camino Loma Verde*, San Clemente Ave.* (Total length = 8.49 miles).
- City of Vista Projects – (Paseo) South Santa Fe Streetscape Improvements: Phase II along South Santa Fe Avenue from Ocean View to Terrace Drive (CIP #8289); Phase III along South Santa Fe Avenue from Terrace Drive to Civic Center Drive (CIP #9291). Project currently in construction and District to continue inspecting water facilities installed by City’s contractor. (Total length = 0.77 miles).
- Buena Creek (HB) Reservoir Rehabilitation – Richard Brady and Associates to continue removing the existing interior liner, erecting false work and shoring inside the tank to support the concrete dome roof during roof demolition, demolishing existing overflow riser, and begin roof demolition.
- Edgehill (E) Reservoir Replacement and Pump Station – Dudek to continue final design.
- Four Reservoirs Seismic and Structural Analysis – continue reviewing proposals to evaluate Virginia Place (A), Summit Trail (C), Cabrillo Circle (E-1) and Deodar reservoirs.
- Water Supply Planning Study – Gillingham Water to continue the fine screening analysis of the short-list of water supply alternatives.

*Nipponite pipe

OPERATIONS & FIELD SERVICES DIVISION

December

- Pechstein Reservoir beam reinforcement project – beam design has been completed and final approval from structural engineering firm is pending.
- Inspected and tested 13 new backflow devices that were integrated into the District’s cross-connection control program.
- Water Quality Calls/Incidents for December – received two taste/odor calls. Both calls were determined to be private plumbing issues.
- Continued mainline replacement of AC pipe on Montgomery Drive – install approximately 5,400’ of various size PVC pipe, 72 services and 7 hydrant laterals. Approximately 60% complete.

January

- Continue Pechstein reservoir beam reinforcement project.
- Continue mainline replacement of AC pipe on Montgomery Drive – install approximately 5,400’ of various size PVC pipe, 72 services and 7 hydrant laterals.

Electrical Energy Use at VID Headquarters

November 2019

Description	Current Month Production	Average of Last 12 Months	Total, Fiscal Year-to-Date
	(kWh)	(kWh)	(kWh)
Solar Production (\$0.17 per kWh)	20,867	32,473	181,122
Power purchased from Direct Energy (\$0.05 per kWh)	19,313	10,533	49,739
TOTAL ELECTRICAL ENERGY USE	40,180	43,006	230,861

WATER RESOURCES DIVISION

VID Water Production

November 2019

Description	Current Month Production		Average Production of Last 12 Months		Total, Fiscal Year-to-Date
	(mgd)	(af)	(mgd)	(af)	(af)
VID's EVWTP Water Production					
Local Water	0.00	0.00	4.12	384.68	2,164.30
SDCWA Raw Water	11.70	1,077.00	7.01	654.82	4,351.70
Subtotal (EVWTP Water Production)	11.70	1,077.00	11.13	1,039.50	6,516.00
Oceanside Contract Water	1.23	113.40	0.86	81.24	368.70
SDCWA Treated Water	1.26	116.10	2.08	194.98	1,313.40
TOTAL WATER PRODUCTION	14.19	1,306.50	14.07	1,315.72	8,198.10

Lake Henshaw and Warner Ranch Wellfield statistics are summarized as follows:

Lake Henshaw

Storage as of December 31, 2019: 5,051 af (10% of 51,774 af capacity)
 Current releases: 0 cfs
 Change in storage for month of November: 416 af (gain)
 Total releases for month of November: 52 af
 Hydrologic year-to-date rain total: 13.07 inches (December 31, 2019)
 Percent of yearly average rain: 53% (30-year average: 24.62 inches)
 Percent of year-to-date average rain: 186% (30-year average through December: 7.02 in.)

Warner Ranch Wellfield

Number of wells running in November: 0
 Total production for month of November: 44 af (equipment maintenance and cattle water)
 Average depth to water table (December): 102 ft (see attached historical water table chart)

December

- Began updating Henshaw Dam Emergency Action Plan.

January

- Discuss the status of the California Riding and Hiking Trail with California State Parks.

ATTACHMENTS:

Lake Henshaw Resort, Inc., Activity Reports – October 2019

VID's Warner Wellfield – Water Table Depth vs. Monthly Wellfield Production

ADMINISTRATION DIVISION

December

- The District's total water production for November 2019 was 1,307 acre-feet (AF) compared to 1,361 AF in 2013, representing a 4% decrease.
- Continued recruitments for Engineering Specialist, Welder/Equipment Operator, Construction Worker and Laborer Trainee positions.
- Distributed materials regarding the District scholarship program to local high schools. Posted an electronic copy of the application materials on the website.
- Coordinated annual Employee Appreciation Event.

January

- Continue recruitments for Engineering Specialist, Welder/Equipment Operator, Construction Worker and Laborer Trainee positions.
- Deliver 2020 Water Awareness Calendars to fourth grade classes. Invite teachers to schedule a classroom presentation regarding the upcoming poster contest. This year's theme is "Love Water, Save Water".

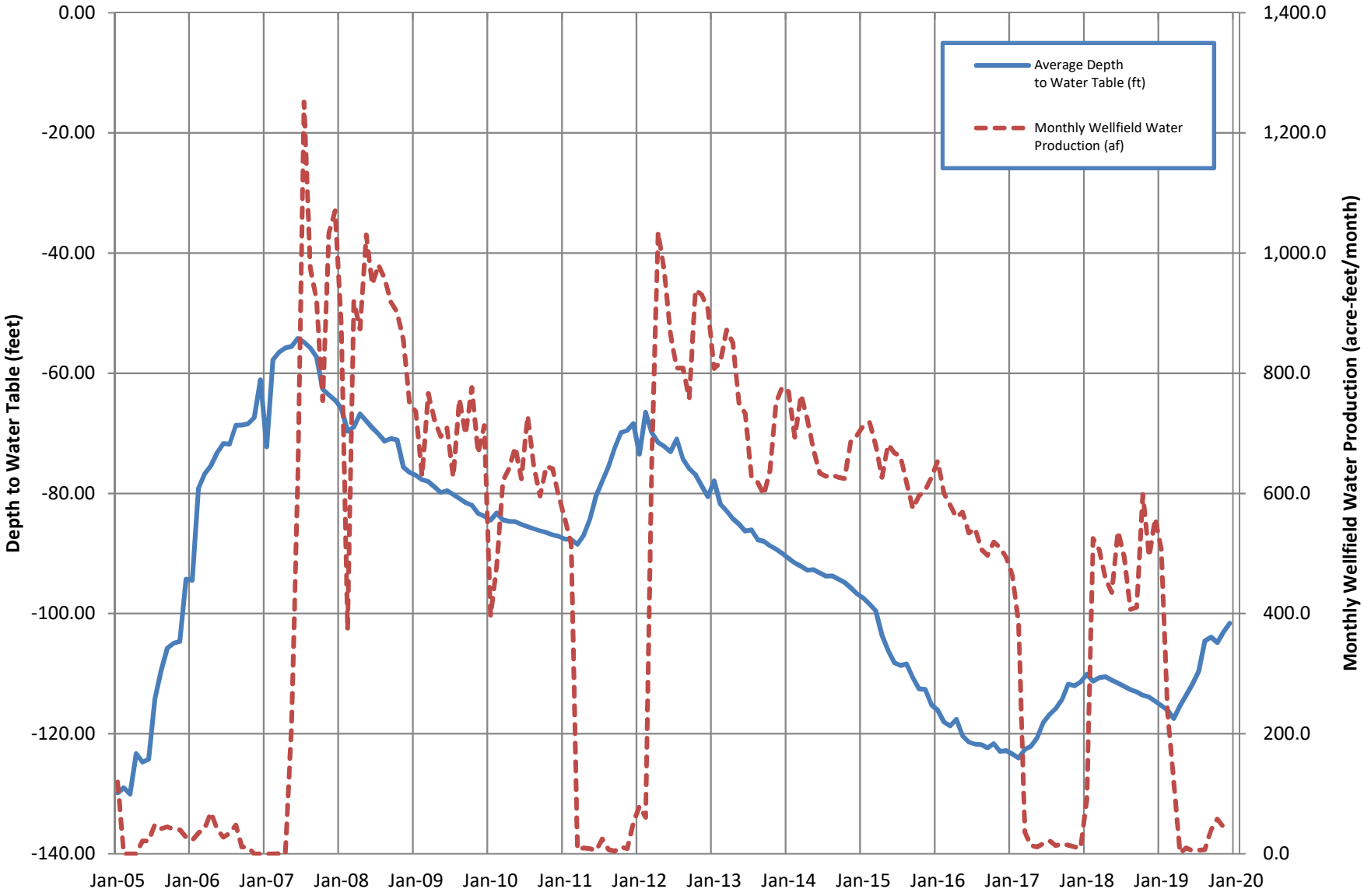


**LAKE HENSHAW RESORT, INC.
ACTIVITY REPORT
AS OF OCTOBER 31, 2019**

	2018 Oct	2018 Nov	2018 Dec	2019 Jan	2019 Feb	2019 Mar	2019 Apr	2019 May	2019 Jun	2019 Jul	2019 Aug	2019 Sep	2019 Oct	12 MO AVG
Fishing Permits	234	172	94	161	74	356	633	384	749	751	687	404	301	397
Boat Launches	0	0	0	0	0	4	43	30	43	50	23	82	7	24
Motor Boats (full day rental)	0	0	0	0	0	0	0	11	48	47	42	19	7	15
Motor Boats (half day rental)	0	0	0	0	0	0	0	2	7	4	13	15	1	4
Campground/Head Count	282	325	99	35	56	319	590	599	879	979	1,188	488	196	479
Campground/Cars, Trucks, etc.	182	184	33	19	23	61	178	254	286	391	703	211	148	208
Campground/Recreational Vehicles	8	5	0	6	3	3	9	11	23	3	24	12	0	8
Mobile Home/Spaces	82	86	87	78	78	76	75	76	77	77	77	76	75	78
M.H.P. Daily (Visitors/Head Count)	63	42	53	42	41	56	62	41	54	56	100	102	98	62
M.H.P. (Residents/Head Count)	116	119	120	101	100	94	93	94	96	98	95	94	92	100
Storage	3	2	3	3	6	4	4	4	5	3	3	6	4	4
Cabins	114	136	97	105	59	111	184	188	108	158	177	126	144	133
Hunters	0	25	65	53	0	0	0	0	0	0	0	0	0	12

VID's Warner Wellfield

Water Table Depth vs. Monthly Wellfield Production



BUENA CREEK (HB) RESERVOIR REHABILITATION BUDGET UPDATE - JANUARY 2020

Description of Work	Budgeted Cost	Actual Bid Cost	Over or Under Budgeted Amount
Initial Site Work - M-Rae			
<i>Demolish Existing Fence, Steel Roof, Gate, Grub Site, Initial Site Work for Crane and Equipment Access</i>	\$59,693	\$39,919	-\$19,774
Exterior Stairs - Suez			
<i>Disassemble, Transport, Protect, Store, and Reinstall Exterior Stairs</i>	\$52,718	\$50,488	-\$2,230
Roof Demolition - DN Tanks			
<i>Roof Demolition, Remediate Existing Asbestos</i>	\$809,400	\$1,004,390	\$194,990
Tank Improvements - DN Tanks (see note 1)			
<i>Footing Modifications, Seismic Cables, Wall Shotcrete, Tank Exterior Crack Repair, Pressure Wash Tank Interior, Interior Floor and Wall Crack Repairs, Seal Existing Floor Joints, Demolish Existing Inlet/Outlet, Modify Drain, Construct New Inlet, Outlet, Washdown, Demolish Exist Inlet/Outlet, Modify Drain, Construct Inlet, Outlet, Washdown, Construct New Concrete Floor, Construct New Concrete Cap Beam, CIM Wall-Slab Joint, Construct New Staff Gage, New Overflow, Post Construction Leak Test, Install Corrosion Protection System</i>	\$1,814,961	\$1,578,240	-\$236,721
Interior Reservoir Stairs - DN Tanks			
<i>Design, Furnish, Install, New Interior Access Stairs</i>	\$170,400	\$166,895	-\$3,505
Interior Coatings - DN Tanks (see note 1)			
<i>Prepare Surface, Apply Coatings to Interior Wall</i>	\$210,870	\$323,630	\$112,760
Aluminum Dome Roof - CST			
<i>Design, Furnish, Install, New Aluminum Roof and Appurtenances</i>	\$785,570	\$664,215	-\$121,355
Yard Piping Improvements - M-Rae			
<i>Demolish Exist Yard Piping, Fittings, Valves, and Appurtenances, Construct New Yard Piping, Construct New Valve Vault, Remove and Replace Drain Valve, Construct Yard Piping Corrosion Protection System</i>	\$651,569	\$615,268	-\$36,301
Electrical Improvements - M-Rae			
<i>Construct New Conduit, Junctions and Pull Boxes</i>	\$37,275	\$88,296	\$51,021
Stormwater Drainage and Final Site Work - M-Rae			
<i>Demolish Existing Asphalt, Rough Grade Site, Install Subsurface Waterproofing, Modify Underdrains, Construct New Storm Drain Inlet and Piping, Connect to Exist Manhole, Finish Grade, Construct Concrete V-gutter, Pave Site with Asphalt Concrete</i>	\$192,812	\$339,307	\$146,495
Additional AC Pavement			
<i>Access Road Asphalt Paving</i>	\$101,500		
Security Fence			
<i>Construct New Chain Link Security Fence</i>	\$72,953		
Exterior Reservoir Coating - DN Tanks			
<i>Pressure Wash, Apply Coatings to Reservoir Exterior</i>	\$58,575	\$59,281	\$706
General Conditions (see note 2)			
<i>Provide <u>Trailer, Fencing, Porta Potty, Reproduction, Temporary Facilities, Insurance, Bonds, Special Inspection and Testing, Potholing, Surveying, Video, Install and Maintain Stormwater Best Management Practices</u></i>	\$343,692	\$152,262	-\$191,430
Construction Total To Date	\$5,361,988	\$5,082,192	-\$279,797

¹ Actual bid cost shown does not include all value engineering / cost saving options that are still being considered.

² Actual bid costs to date are for underlined items only.



STAFF REPORT

Agenda Item: 8

Board Meeting Date:	January 8, 2020
Prepared By:	Shallako Goodrick
Reviewed By:	Marlene Kelleher
Approved By:	Brett Hodgkiss

SUBJECT: INVESTMENT POLICY UPDATE

RECOMMENDATION: Adopt Resolution No. 20-XX approving the attached investment policy.

PRIOR BOARD ACTION: The Board adopted the current investment policy on January 9, 2019.

FISCAL IMPACT: There is no fiscal impact associated with this recommendation.

SUMMARY: The District's investment policy is governed by the California Government Code (Code) Section 53600 et seq. Staff annually reviews the investment policy for changes deemed necessary to comply with changes in law or that are prudent and proper considering the current investment environment and the District's investment portfolio. Staff strongly advises to continue to follow the primary objectives of the investment policy, which in priority order are: 1) Safety, 2) Liquidity, and 3) Return on Investment (Yield).

Staff recommends modifying section 4.2.9(D), U.S. Government Bills, Notes, Bonds and Treasury Strips.

DETAILED REPORT: Since the faith and credit of the United States are pledged for the repayment of principal and interest in investments in the U.S Government Bills, Notes, Bonds and Treasury Strips, these investments are deemed to be the safest possible. Therefore, staff recommends removing the 5-year maturity limit, which will provide the District more flexibility with its investment options in the future. The proposed change is consistent with provisions set forth in Code Section 53600 et seq.

The investment policy is part of the District's Rules and Regulations. The attached resolution approves revisions to the Rules and Regulations accordingly.

ATTACHMENTS: Draft resolution amending Rules and Regulations
Strikeout version of amended section of the draft Rules and Regulations

RESOLUTION NO. 20-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF
VISTA IRRIGATION DISTRICT
AMENDING THE DISTRICT'S INVESTMENT POLICY

WHEREAS, on January 9, 2019 the Board of Directors of Vista Irrigation District adopted Resolution No. 19-02 approving an Investment Policy; and

WHEREAS, the Board of Directors desires to update the policy.

NOW, THEREFORE, BE IT RESEOLVED by the Board of Directors of Vista Irrigation District that the Board hereby approves changes to the Investment Policy, Section 4.2 of the District's Rules and Regulations, as indicated in the attached.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District on this 8th day of January 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

Richard L. Vásquez, President

ATTEST:

Lisa R. Soto, Secretary

Board of Directors

VISTA IRRIGATION DISTRICT

4.2 INVESTMENT POLICY

<i>Original Adoption Date:</i>	July 3, 2007
<i>Action:</i>	Amended by VID Board of Directors by Res. 19-02 <u>20-xx</u> dated 1/9/2019 <u>1/8/2020</u>
<i>Applicable Law/Code/Agency:</i>	California Government Code, Section 53646

4.2.1 Policy

It is the policy of the Vista Irrigation District (District) to invest public funds in a manner that enhances its economic status while protecting its funds, providing for daily cash flow demands, and conforming to all state and local statutes governing the investment of the public funds.

Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

4.2.2 Purpose

The purpose of this policy is to establish acceptable parameters to protect, preserve, and maintain the cash and investments of the District's financial portfolio.

4.2.3 Scope

It is intended that this policy is to include all monetary instruments (including cash and cash equivalents) under the direct authority of the Board of Directors (Board), except for funds held by fiscal agents, for which separate investment objectives are specified and are accounted for in the District's audited financial statements.

4.2.4 Prudence

The District adheres to the guidance provided by the "prudent investor rule," which obligates a fiduciary to ensure that: "When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiar with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

4.2.5 Objective

The primary objectives, in priority order, of the District's investment activities are as follows:

- A. Safety: Safety of principal is the foremost objective of the investment program. It is the primary duty and responsibility of the District to protect, preserve and maintain cash and investments placed in its trust on behalf of the citizens of the community. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the District shall evaluate or have evaluated each potential investment seeking both quality in the issuer and in underlying security or collateral. The District will diversify its investments by investing funds among a variety of securities offering independent returns in order to reduce exposure to principal loss.
- B. Liquidity: In order to remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated, an adequate percentage of the portfolio should be maintained in liquid short-term securities which can be converted to cash if necessary. Emphasis should be on marketable securities with low sensitivity to market risk.
- C. Return on Investments (Yield): The investment portfolio shall be designed with the objective of attaining a market rate of return throughout economic cycles, taking into account the investment risk constraints and liquidity needs. Yield should become a consideration only after the basic requirements of safety and liquidity have been met, and therefore is of the least importance when compared to safety and liquidity.

4.2.6 Delegation of Authority

In accordance with California Government Code Section 53601, the authority to invest public funds is expressly held under the authority of the Board. In accordance with California Government Code Section 53607, the Board is authorized to delegate the authority and responsibility for the day-to-day operations of investing and reinvesting District funds, as deemed appropriate.

- A. Investment Authority and Procedures: The Board has granted the authority of the management and operation of the investment program to the Treasurer and Assistant Treasurers who shall carry out established written procedures and internal controls of the program consistent with this investment policy.

4.2.7 Ethics and Conflicts of Interest

Directors, Treasurer, Assistant Treasurers, and all employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program, or impairs their ability to make impartial investment decisions. Additionally, the Treasurer and Assistant Treasurers are required to annually file applicable financial disclosures as required by the Fair Political Practices Commission.

4.2.8 Authorized Financial Dealers and Institutions

Should the District decide to use a Broker/Dealer who is authorized to provide investment services in the State of California, the Dealer/Broker must be approved by the Board of Directors. At that time, an approved Broker/Dealer list will be created and maintained by the Treasurer, which will be reviewed and affirmed by the Board annually. The Treasurer will obtain and have on file the latest audited financials of all approved Broker/Dealers. Each approved Broker/Dealer who desires to become a qualified bidder for investment transactions must supply the District with most recent audited financial statements, proof of National Association of Security Dealers Certification, trading resolution, proof of state registration, completed Broker/Dealer questionnaire, certification of having read the District's investment policy, and depository contracts. In addition, each Broker/Dealer will have a minimum of \$100 million in net capital or act as an introducing broker for a firm that meets the above requirement. All exceptions to the net capital rule will be subject to approval by the Board of Directors.

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Treasurer. Competitive bidding is required for all investment transactions that are not classified as "new issue" securities. For the purchase of non-new issue securities and the sale of all securities, at least two bidders must be contacted.

4.2.9 Authorized and Suitable Investments

The District is governed by the California Government Code, Sections 53600 et seq. Within the context of these limitations, the following investments are authorized:

- A. Local Government Investment Pools (LGIP): District investments in one LGIP shall not exceed 40% of the District's total available investment capital. All LGIP's, except the Local Agency Investment Fund (LAIF) of the State of California, must maintain an AA or higher rating by a nationally recognized statistical rating organization. The District must adopt a resolution prior to investing in any LGIP, except the LAIF. All LGIP's, except the LAIF, must maintain a net asset value of \$1.00 per share and distribute interest monthly. All LGIP's shall have retained an investment adviser that meets all of the following criteria:
 - (1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.
 - (2) The adviser has not less than five years of experience investing in authorized securities.
 - (3) The adviser has assets under management in excess of \$500 million.

Investments in LAIF may be made up to the maximum amount permitted by State Law as long as the total investment in LAIF does not exceed 40% of the District's total available investment capital.

- B. FDIC-insured institutions' Certificates of Deposit, and Savings Accounts: District investments shall not exceed 40% of the District's total available investment capital, or more than 20% in a single FDIC-insured financial institution. Negotiable CD's of A1/P1 rated financial institutions are subject to separate limitations.
- C. Corporate Medium Term Notes (MTNs): District investments shall not exceed 20% of the District's total available investment capital. The maturity of MTNs will not exceed 5 years. The investment in one issuer will not exceed 5% of the District's total available investment capital. An MTN eligible for investment shall be rated in the minimum rating category of "A" by Moody's Investor Service or Standard & Poor's. There will be no investments in corporate medium term notes without prior Board approval.
- D. U.S. Government Bills, Notes, Bonds and Treasury Strips: There will be no limit to the amount of the investment portfolio in these instruments. ~~Maturity will be limited to 5 years unless offset by a long term liability. All investments over 5 years will state the liability which they offset.~~
- E. U.S. Government Agency/Instrumentalities other than above: District investments shall not exceed 40% of the District's total available investment capital. Maturity will be limited to 5 years unless offset by a long term liability. All investments over 5 years will state the liability which they offset.
- F. Bankers' Acceptances: The District may invest in bankers' acceptances (California Government Code Section 53601(g)). Purchases of bankers' acceptances will be limited to FDIC insured banks with a minimum of "A" ratings by Moody's Investor Service or Standard & Poor's. The maximum investment maturity will be restricted to 180 days. No more than 25% of the District's total portfolio may be invested in Banker's Acceptances and single-issuer holdings will be limited to 5% per issuer. There will be no investments in Bankers' Acceptances without prior Board approval.
- G. Commercial Paper: The District may invest in the highest grade of commercial paper as rated by Moody's Investors Service and Standard & Poor's (California Government Code Section 53601 (h)). The commercial paper may only be issued by a general corporation that is organized and operating within the United States, has total assets in excess of \$500 million, and has debt other than commercial paper that is rated "A" or higher by Moody's Investor Service or Standard & Poor's. Purchases shall not exceed 10% of the outstanding paper of the issuing general corporation. Maximum investment maturity will be restricted to 270 days. Maximum portfolio exposure is limited to 25% of the District's total investment portfolio and single-issuer holdings will be limited to no more than 5% per issuer. There will be no investments in commercial paper without prior Board approval.

- H. Negotiable Certificates of Deposit (NCD's): Investment limitations will be the same as money market instruments except for maturity. Maturity will not exceed 5 years. NCD's with a maturity in excess of 1 year will have a long term rating of A-/A3. Investment in one issuer will not exceed 5% of the District's total available investment capital. There will be no investment in negotiable certificates of deposit without prior Board approval.
- I. Mortgage Backed Securities (MBS) and Asset Backed Securities (ABS): MBS and ABS will not exceed 10% of the District's total available investment capital. Average life of the security will not exceed 5 years with a final legal maturity of no longer than 5 years. Credit ratings will be AAA/aaa. There will be no investments in mortgage backed securities or asset backed securities without prior Board approval.
- J. Mutual Funds: Mutual Funds will be limited to Money Market Funds with a Net Asset Value of \$1.00. Each Money Market Fund will have assets of a minimum of \$500 million. Only "No Load" Money Market Funds are eligible for investment. District investments shall not exceed 20% of the District's total available investment capital, or more than 10% in a single Money Market Fund. All Money Market Funds must maintain the highest rating by not less than two nationally recognized statistical rating organizations or retain an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500 million.

4.2.10 Investment Pools/Mutual Funds

Government sponsored investment pools and mutual funds are to be carefully reviewed prior to investing and are to be monitored on an ongoing basis. Requisite information relating to investment pools and mutual funds are to be regularly reviewed by the District and includes the following:

1. Investment policy and objectives;
2. List of allowable investments;
3. Disclosure for settlement and safeguarding of investments;
4. Description of securities pricing and accounting compliance;
5. Explanation of interest calculations, distributions, disclosures;
6. Deposit and withdrawal restrictions; and,
7. Disclosure of audit findings and reports.

4.2.11 Collateralization

Collateralization shall be required on demand deposits, certificates of deposit, and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, a minimum collateralization level is required.

State law regarding collateralization of deposits of public funds requires that securities be held by an agent (i.e. a trust company) of the bank, which may include the bank's trust department only if acceptable to both the bank and the Treasurer, pursuant to California Government Code Section 53656 and 53658. Under the provisions of California Government Code Section 53652, banks are required to secure the deposits of public funds, including certificates of deposits, by: a) pledging government securities with a value of 110 percent of the principal and accrued interest; b) pledging first trust deed mortgage notes having a value 150 percent of the total agency deposit; or c) a letter of credit drawn on the Federal Home Loan Bank of 105 percent of the total agency deposit. Deposits must be secured at all times with eligible securities pursuant to section 53651.

Collateralization of repurchase agreements must be at least 102 percent of the market value of principal and accrued interest. Collateral must consist of U.S. Treasury obligations or U.S. Agency obligations. Other specific requirements on repurchase agreements must be addressed in a master repurchase agreement between the District and the financial institution or broker/dealer.

4.2.12 Safekeeping and Custody

All security transactions, including collateral for repurchase agreements, entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis. To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by the District shall be held in safekeeping by a third party bank trust department that has been designated by the Treasurer, acting as agent for the District under the terms of a custody agreement. All trades executed by a dealer will settle through the District's safekeeping agent as evidenced by safekeeping receipts.

4.2.13 Diversification

The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security type or individual financial institutions. In a diversified portfolio, it must be recognized that measured losses are possible, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

4.2.14 Maximum Maturities

To the extent possible, the District will make every effort to match its investments with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell investments prior to maturity, thus reducing the market risk.

Express authority is granted to invest in investments with term to maturity of greater than five years with a maximum term of ten years, provided the investments are in accordance with stated policy and total investments shall not exceed the amount of long term liabilities outstanding. Investments exceeding 5 years will be matched with a corresponding liability.

4.2.15 Internal Control

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and, (2) the valuation of costs and benefits requires estimates and judgments by the Treasurer and Assistant Treasurers.

Accordingly, the Treasurer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of collusion. Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. Separation of transaction authority from accounting and record keeping. By separating the person who authorizes or performs the transaction from the person who records or otherwise accounts for the transaction, a separation of duties is achieved.
3. Custodial safekeeping. Securities purchased from any bank or dealer, including appropriate collateral (as defined by State Law), shall be placed with an independent third party for custodial safekeeping.
4. Avoidance of physical delivery of securities. Book-entry securities are much easier to transfer and track since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. Clear delegation of authority. The Investment Officers must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. Written confirmation of transactions for investments and wire transfers. Confirmations of trades will be mailed directly to the Treasurer. Confirmations will be checked against pending trades as soon as received. Any discrepancies will be immediately reported to the trade counter party and resolved. All investments and wire transfers will be approved by the Treasurer. In the absence of the Treasurer, an Assistant Treasurer may approve investments and wire transfers. However, upon the return of the Treasurer, the Treasurer will sign and re-approve all trade tickets and wires.

4.2.16 Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The objective of the portfolio should be to obtain a stable rate of return taking into consideration economic constraints commensurate with investment risk and cash flow requirements. Portfolio performance should be compared to appropriate benchmarks on a regular basis, as determined by the Treasurer.

- A. Market Yield. The District's investment strategy is passive (buy and hold). Given this strategy, the 52-week US Treasury Bill is used by the Treasurer as the basis to determine whether market yields are being achieved.

A statement of the market value of the portfolio shall be issued at least quarterly. This will ensure that the minimal amount of review has been performed on the investment portfolio in terms of value and subsequently price volatility.

4.2.17 Reporting

The Treasurer shall submit to the Board a quarterly (or more frequently if so directed by the Board) report of the investment portfolio. This report will allow the Board to ascertain whether investment activities during the reporting period have conformed to the investment policy and as a minimum will include the following:

1. The type of investment, name of issuer, date of maturity, par and dollar amount invested in each security, investment, and money within the portfolio.
2. The weighted average maturity of the investments within the portfolio.
3. Any funds, investments, or programs, including loans that are under management of contracted parties.
4. The market value as of the date of the report, and the source of this valuation for any security within the portfolio.
5. A description of the compliance with the statement of investment policy.
6. A statement of the ability (or lack of) to meet six (6) months cash flow needs. If the answer is not affirmative, a statement as to why there may not be sufficient funds available and a proposed course of action to correct the insufficiency.

4.2.18 Investment Policy Adoption

In accordance with California Government Code Section 53646, the investment policy shall be reviewed and submitted to the Board in order to incorporate any changes necessary to ensure its consistency and relevance to current laws, and financial and economic trends. Any additions, deletions and/or changes to this Investment Policy must always be reviewed and approved by the Board at a public meeting.

4.2.19 Glossary of Terms

Agencies — Federal agency securities and/or Government-sponsored enterprises.

Asked — The price at which securities are offered.

Bankers Acceptance (BA) — A draft, bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Benchmark — A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

Bid — Price a prospective buyer is ready to pay.

Broker/Dealer — Individual or firm acting as principal in securities transaction.

Callables — Securities that the issuer has the right to redeem prior to maturity.

Certificates of Deposit (CD) — A time deposit with a specific maturity evidenced by a certificate.

Collateral — Securities pledged to secure repayment of a loan.

Commercial Paper — The short-term unsecured debt of corporations, with maturities of no longer than 270 days.

Comprehensive Annual Financial Report (CAFR) — An expanded annual financial report. It includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material and a detailed statistical section.

Coupon — a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value; b) A certificate attached to a bond evidencing interest due on a payment date.

Custody — A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to

collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the treasurer.

Debenture — A bond secured only by the general credit of the issuer.

Delivery vs. Payment — There are two methods of delivery of securities: Delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with a simultaneous exchange of money. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Discount — The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities — Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification — Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies — Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives and exporters.

Federal Deposit Insurance Corporation (FDIC) — A federal agency that insures bank deposits, currently up to \$100,000.00 per deposit.

Federal Funds Rate — The rate of interest associated with borrowing a Federal Reserve bank's excess reserves. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB) — Government sponsored wholesale banks (currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banks, draft institutions, credit unions and insurance companies.

Federal National Mortgage Association (FNMA or Fannie Mae) — A publicly owned government sponsored corporation chartered in 1938 to purchase mortgages from lenders and resell them to investors. FNMA is a federal corporation working under the auspices of the Department of Housing (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC) — A committee that sets interest rate and credit policies for the Federal Reserve System, the United States' central bank. The FOMC has 12 members. Seven are the members of the Federal Reserve Board, appointed by the President of the United States. The other five are presidents of the 12 regional Federal Reserve banks. Of the five, four are picked on a rotating basis; the other is the president of the Federal Reserve Bank of New York, who is a permanent member. The committee decides whether to increase or decrease interest rates through open market operations of buying or selling government securities. The committee's decisions are closely watched and interpreted by economists and stock and bond market analysts, who try to predict whether the Fed is seeking to tighten credit to reduce inflation or to loosen credit to stimulate the economy.

Federal Reserve System — System established by the Federal Reserve Act of 1913 to regulate the U.S. monetary and banking system. The Federal Reserve System (the Fed) is comprised of 12 regional Federal Reserve Banks, their branches, and all national and state banks that are a part of the system. The Federal Reserve System's main functions are to regulate the national money supply, set reserve requirements for member banks, supervise the printing of currency at the mint, act as clearinghouse for transfer of funds throughout the banking system, and examine member banks to make sure they meet various Federal Reserve regulations.

Government National Mortgage Association (GNMA or Ginnie Mae) — A government-owned corporation, nicknamed Ginnie Mae, which is an agency of the U.S. Department of Housing and Urban Development. Security holders are protected by the full faith and credit of the U.S. government. Ginnie Mae securities are backed by the FHA, VA or FmHA mortgages. The term "pass throughs" is often used to describe Ginnie Maes.

Intermediate Maturity — Investment period greater than one year but less than five years and one day.

Liquidity — The ability to turn an asset into cash. The ability to buy or sell an asset quickly and in large volume without substantially affecting the asset's price.

Local Agency Investment Fund (LAIF) — The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Long-Term Maturity — Investment period greater than five years.

Long-Term Investment — Maturity on investment greater than five years, as of the date of purchase.

Market Value — The price at which a security is trading, usually the liquidation value.

Master Repurchase Agreement — A written contract covering all future transactions between the parties to repurchase reverse repurchase agreements that establish each party's

rights in the transactions. A master repurchase agreement will often specify the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity — The date upon which the principal or stated value of an investment becomes due and payable.

Money Market — The market in which short-term debt instruments (Treasury bills, commercial paper, bankers acceptances, etc.) are issued and traded.

Mutual Fund – An entity which pools the funds of investors and invests those funds in a set of securities which are specifically defined in the fund’s prospectus. Mutual funds can be invested in various types of securities, as set forth in individual fund’s prospectus.

Negotiable Certificate of Deposit (NCD) – A large denomination (\$100,000 and larger) certificate of deposit that is issued in bearer form and that can be traded in the secondary market. Due to their large denominations, NCDs are bought most often by large institutional investors.

Offer — Price at which someone who owns a security offers to sell it, also known as the asked price.

Open Market Operations — Activities by which the Securities Department of the Federal Reserve Bank of New York, popularly called the desk, carries out instructions of the Federal Open Market Committee designed to regulate the money supply. Open market operations are the Federal Reserve’s most important and most flexible monetary policy tool.

Portfolio — Collection of securities held by an investor.

Primary Dealer — Investment dealers authorized to buy and sell government securities in direct dealings with the Federal Reserve Bank of New York in its execution of Federal Open Market Operations. Such dealers must be qualified in terms of reputation, capacity, and adequacy of staff and facilities.

Qualified Investment — An investment instrument which is approved by this policy or pursuant to procedures set forth in this policy.

Range Note — An investment instrument that pays a high interest rate, if a given index falls within a stipulated range, but pays no interest if the stipulated index falls outside that range.

Rate of Return — The yield obtainable on a security based on its purchase price or its current market price.

Safety — The ability of a security issuer to guarantee redemption of the security.

Safekeeping — See custody.

Secondary Market — A market for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission — Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC Rule 15C3-1 — See Uniform Net Capital Rule.

Short-term Maturities — Investment period of one year or less.

Treasury Bills — A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in 13 weeks, 26 weeks, or 52 weeks.

Treasury Bonds — Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

Treasury Notes — Medium-term coupon bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to ten years.

Treasury Strips — Treasury Strips are treasury notes and treasury bonds whose interest and principal portions of the security have been separated, or “stripped”; these may then be sold separately (in units of \$100 face value) in the secondary market. The name derives from the days before computerization, when paper bonds were physically traded; traders would literally tear the interest coupons off of paper securities for separate resale.

Uniform Net Capital Rule — Securities and Exchange Commission requirement that member firms as well as nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members.

Yield — Percentage rate of interest received versus the purchase price of the instrument if held to maturity.



STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: CALL FOR NOMINATIONS TO THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

RECOMMENDATION: Nominate Board member Jo MacKenzie for election to the San Diego Local Agency Formation Commission (LAFCO) Special District Member position.

PRIOR BOARD ACTION: On January 6, 2016, the Board voted in favor of extending Jo MacKenzie's term to 2020 as a regular special district member on San Diego LAFCO.

FISCAL IMPACT: None by this action.

SUMMARY: Director MacKenzie's term as a regular special district member on LAFCO was extended in 2016 and is due to expire in 2020; Director MacKenzie has indicated an interest in serving another term. LAFCO has issued a call for nominations for one regular special district member to serve on San Diego LAFCO. The term is four years and commences on May 4, 2020.

DETAILED REPORT: The deadline for nominations is February 7, 2020. After nominations are received, it is anticipated that a candidates' forum will be held in conjunction with the California Special Districts Association Quarterly Dinner. Election materials will be mailed out no later than February 14, 2020.

ATTACHMENT: December 6, 2019 letter from LAFCO regarding call for nominations.



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

CALL FOR NOMINATIONS

RECEIVED

DEC 10 2019

VISTA IRRIG. DIST.

December 6, 2019

TO: Independent Special Districts in San Diego County

FROM: Tamaron Lockett, Executive Assistant

SUBJECT: **Call for Nominations | Regular Special District Member Election on LAFCO**

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit one regular special district member to serve on the San Diego Local Agency Formation Commission (LAFCO). The term is four years and commences on May 4, 2020. The incumbent holder – Jo MacKenzie with Vista Irrigation District – is expected to seek nomination and run for a new term. Additional details follow.

- **Eligibility**

Candidates eligible for election must be members of the legislative body of an independent special district who reside within San Diego County but may not be members of the legislative body of a city or county.

- **Authorized Nominations**

State Law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached is nomination form for the LAFCO regular special district member (**Attachment A**).

- **Submittal Process and Deadline**

Signed nominations and a limited **two-page** resume indicating the candidate’s District and LAFCO experience must be returned to San Diego LAFCO **no later than Friday, February 7, 2020**. Nominations received after this date will be invalid. Nominations and resumes may be mailed to San Diego LAFCO Office at 9335 Hazard Way, Suite 200, San Diego, CA 92123 or email to tamaron.lockett@sdcountry.ca.gov, if necessary to meet the submission deadline, but the original form must be submitted.

Administration Keene Simonds, Executive Officer County Operations Center 9335 Hazard Way, Suite 200 San Diego, California 92123 T 858.614.7755 F 858.614.7766 www.sdlafco.org	Jim Desmond County of San Diego Dianne Jacob, Vice Chair County of San Diego Greg Cox, Alternate County of San Diego	Mary Casillas Salas City of Chula Vista Bill Wells City of El Cajon Paul McNamara, Alternate City of Escondido	Mark Kersey City of San Diego Chris Cate, Alternate City of San Diego	Jo MacKenzie, Chair Vista Irrigation Barry Willis Alpine Fire Protection Erin Lump, Alternate Rincon del Diablo MWD	Andy Vanderlaan General Public Harry Mathis, Alternate General Public
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After nominations and resumes are received it is anticipated a candidate's forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Election materials will be mailed out **no later than Friday, February 14, 2020** unless otherwise communicated by the LAFCO Executive Officer. Should you have any questions, please contact me at 858.614.7755.

Attachment:

- 1) Nomination form – LAFCO regular special district member

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION REGULAR MEMBER

The _____ is pleased to nominate _____ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2024.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

(Presiding Officer Signature)

(Print name)

(Print Title)

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

Blank page left for Photocopying



STAFF REPORT

Agenda Item: 10

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: DISTRICT COMMITTEES AND REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

RECOMMENDATION: Review and ratify committee and outside organization appointments for 2020.

PRIOR BOARD ACTION: At its December 18, 2019 meeting, the Board elected Richard Vásquez as President, Patrick Sanchez as First Vice President, and Marty Miller, Paul Dorey, and Jo MacKenzie as Vice Presidents for 2020. Marlene Kelleher was appointed as Treasurer with Brett Hodgkiss and Shallako Goodrick as Assistant Treasurers. Lisa Soto was reappointed as Board Secretary with Ramae Ogilvie and Brett Hodgkiss as Assistant Secretaries.

FISCAL IMPACT: Undetermined amount of expenses and per diem.

SUMMARY: For reference, the following list of the District committees and outside organization assignments for 2019 has been provided pending President Vásquez's committee appointments for 2020.

ATTACHMENT: 2019 Committee and Outside Organization Appointments

STANDING COMMITTEES FOR 2019:

Water Sustainability

Vásquez, Chair; and Sanchez

Programs related to water conservation and maintenance of current water sources. Development by VID and/or our supplier(s) of new sources such as desal, brackish water, and recycled water. Does not include Lake Henshaw and the Warner Ranch.

Fiscal Policy

MacKenzie, Chair; and Vásquez

District budget and finances, including rates.

Warner Ranch

Dorey, Chair; and MacKenzie

Contracts, leases, historical assets, environmental issues, long-range planning, and relations with neighboring property owners.

Public Affairs

Sanchez, Chair; and Miller

Public outreach on water conservation and legislation, and public education on major water issues.

Groundwater

Dorey, Chair, and Miller

Groundwater resources management and matters pertaining to the Sustainable Groundwater Management Act of 2014.

OUTSIDE ORGANIZATIONS FOR 2019

San Luis Rey Watershed Council

Dorey; Alternate-Jessica Sherwood

A partnership of local landowners, agricultural growers, Native American bands, community and environmental organizations, government agencies and special districts with ties to this watershed. The Council's primary goal is to develop and implement a comprehensive resource management plan for the San Luis Rey River and its tributaries.

ACWA/JPIA

Dorey; Alternate-Brett Hodgkiss

The insurance pool formed by ACWA member agencies; VID obtains liability, property and workers compensation insurance through ACWA/JPIA.

Southern California Water Committee

Dorey; Alternate-Vásquez

A nonprofit, nonpartisan, public education partnership dedicated to informing Southern Californians about our water needs and our state's water resources; a cooperative effort of business, government, water agencies, agriculture, and public interests.

Groundwater Resources Association

Dorey; Alternate-Vásquez

Dedicated to resources management that protects and improves groundwater through education and technical leadership.



Agenda Item: 11

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Brett Hodgkiss

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

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



STAFF REPORT

Agenda Item: 12.A

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS

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



STAFF REPORT

Agenda Item: 12.B

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto
Approved By: Brett Hodgkiss

SUBJECT: SCHEDULE OF UPCOMING MEETINGS AND EVENTS

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

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
1 *	Council of Water Utilities Meeting <i>Jan. 21, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 1/16/20</i>	Vásquez
2 *	Council of Water Utilities Meeting <i>Feb. 18, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 2/13/20</i>	
3	Urban Water Institute’s Spring Water Conference <i>Feb. 19-21, 2020 – Hilton Palm Springs</i> <i>Registration deadline: 1/15/20</i>	Vásquez
4 *	CSDA Quarterly Dinner Meeting <i>Feb. 20, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 2/13/20</i>	
5	ACWA Legislative Symposium <i>Mar. 12, 2020 – Sutter Club, Sacramento</i> <i>Registration deadline: TBD</i>	MacKenzie
6 *	Council of Water Utilities Meeting <i>Mar. 17, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 3/12/20</i>	
7 *	Council of Water Utilities Meeting <i>April 21, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 4/16/20</i>	
8	ACWA Spring Conference <i>May 5-8, 2020 – Monterey</i> <i>Registration deadline: TBD</i>	MacKenzie
9 *	Council of Water Utilities Meeting <i>May 19, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 5/14/20</i>	
10	Special Districts Legislative Days (CSDA) <i>May 19-20, 2020 – Sheraton Grand Sacramento</i> <i>Registration deadline: TBD</i>	
11 *	CSDA Quarterly Dinner Meeting <i>May 21, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 5/14/20</i>	
12	Third Annual Groundwater Sustainability Summit (Groundwater Resources Association) <i>June 10-11, 2020—Hilton Sacramento Arden West</i> <i>Registration deadline: TBD</i>	
13 *	Council of Water Utilities Meeting <i>June 16, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 6/11/20</i>	

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
14 *	Council of Water Utilities Meeting <i>July 21, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 7/16/20</i>	
15 *	Council of Water Utilities Meeting <i>DARK IN AUGUST</i>	
16	Urban Water Institute Annual Water Conference <i>Aug. 19-21, 2020 – Hilton San Diego</i> <i>Registration deadline: TBD</i>	
17 *	CSDA Quarterly Dinner Meeting <i>Aug. 20, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 8/13/20</i>	
18	CSDA Annual Conference <i>August 24-27, 2020 – Palm Springs</i> <i>Registration deadline: TBD</i>	
19 *	Council of Water Utilities Meeting <i>Sept. 15, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 9/10/20</i>	
20 *	Council of Water Utilities Meeting <i>Oct. 20, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 10/15/20</i>	
21 *	CSDA Quarterly Dinner Meeting <i>Nov. 19, 2020 – 6:00-9:00 p.m. – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/20</i>	
22 *	Council of Water Utilities Meeting <i>Nov. 17, 2020 – The Butcher Shop Steakhouse, Kearny Mesa</i> <i>Reservation deadline: 11/12/20</i>	
23 *	Council of Water Utilities Meeting <i>DARK IN DECEMBER</i>	
24	ACWA Fall Conference <i>Dec. 1-4, 2020 – Indian Wells; Registration deadline: TBD</i>	
25	Colorado River Water Users Association Conference (CRWUA) <i>Dec. 14-16, 2020 – TBD, Las Vegas; Registration deadline: TBD</i>	

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

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

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



Agenda Item: 13

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto

SUBJECT: ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

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

Staff-generated list of tentative items for future agendas:

- Water Supply Planning Study
- Main Replacement Program update
- San Pasqual Undergrounding Project update
- Warner Wellfield Assessment



STAFF REPORT

Agenda Item: 14

Board Meeting Date: January 8, 2020
Prepared By: Lisa Soto

SUBJECT: COMMENTS BY DIRECTORS

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



Agenda Item: 15

STAFF REPORT

Board Meeting Date: January 8, 2020
Prepared By: Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL MANAGER

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

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

A REGULAR MEETING OF THE BOARD OF DIRECTORS OF VISTA IRRIGATION DISTRICT, HELD ON JANUARY 8, 2020, WAS ADJOURNED UNTIL 9:00 AM, JANUARY 22, 2020, AT THE OFFICE OF THE VISTA IRRIGATION DISTRICT, 1391 ENGINEER STREET, VISTA, 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 Regular Meeting of the Board of Directors of Vista Irrigation District; that said Regular 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: January 8, 2020