

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

August 21, 2024

An Adjourned Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, August 21, 2024, 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, Sanchez, and MacKenzie.

Directors absent: Kuchinsky

Staff present: Brett Hodgkiss, General Manager; Ramae Ogilvie, Secretary of the Board; Lesley Dobalian, Director of Water Resources; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Shallako Goodrick, Director of Administration; and Elizabeth Xaverius, Administrative Assistant. General Counsel Elizabeth Mitchell of Burke, Williams & Sorensen was also present.

Other attendees: LaVonne Peck, San Luis Rey Indian Water Authority and Mia Singer, Stillwater Sciences were present via teleconference.

3. PLEDGE OF ALLEGIANCE

Director Miller led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

24-08-94	<i>Upon motion by Director MacKenzie, seconded by Director Sanchez and unanimously carried (4 ayes: Miller, Sanchez, MacKenzie, and Vásquez; 1 absent: Kuchinsky), the Board of Directors approved the agenda as presented.</i>
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5. ORAL COMMUNICATIONS

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

6. CONSENT CALENDAR

Consent Calendar Items 6.A Encroachment Permit and 6.D Check Disbursements were pulled for further discussion.

24-08-95	<i>Upon motion by Director MacKenzie, seconded by Director Miller and unanimously carried (4 ayes: Miller, Sanchez, MacKenzie, and Vásquez; 1 absent: Kuchinsky), the Board of Directors approved the Consent Calendar items 6.B and 6.C, including Resolution No. 2024-28 approving revisions to the Conflict of Interest Code.</i>
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B. Conflict of Interest Code Revisions

See staff report attached hereto.

Upon motion by Director MacKenzie, seconded by Director Miller the Board of Directors adopted Resolution No. 2024-28, amending Vista Irrigation District’s Conflict of Interest Code.

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

Resolution No. 2024-28 is on file in the official Resolution book of the District.

C. Minutes of Board of Directors meeting on August 7, 2024

The minutes of August 7, 2024 were approved as presented.

A. Encroachment Permit

See staff report attached hereto. Director of Engineering Randy Whitmann provided clarification regarding the dedicated specific easement addressed in the encroachment permit.

D. Resolution ratifying check disbursements

Mr. Whitmann provided clarification regarding the payment to Gateway Pacific Contractors, Inc. related to the Edgehill Reservoir Replacement and Pump Station project.

24-08-96 *Upon motion by Director Miller, seconded by Director MacKenzie and unanimously carried (4 ayes: Miller, Sanchez, MacKenzie, and Vásquez; 1 absent: Kuchinsky), the Board of Directors approved the Consent Calendar items 6.A, Encroachment Permit (138) for a dedicated specific easement over Lot “J” within a 187-lot single-family residential development known as San Marcos Highlands, consisting of approximately 289 gross acres owned by KB Home California LLC, located at the northern end of Las Posas Road, San Marcos (LN 2017-018; I-3090; APNs 182-110-02, -03; 182-111-01; 184-101-35; 184-240-13, -14, -15, -33, -35, -36; 184-241-06, -07, -08 and -09; DIV NO 5) and 6.D, including Resolution No. 2024-29 approving disbursements.*

RESOLUTION NO. 2024-29

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 75343 through 75456 drawn on US Bank totaling \$1,858,364.10.

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 21st day of August 2024.

7. LAKE HENSHAW OXYGENATION PILOT STUDY

See staff report attached hereto.

Director of Water Resources Lesley Dobalian provided a presentation on the Lake Henshaw Oxygenation Pilot Study (attached hereto as Exhibit 1.A). She stated that the proposed professional services agreement (Agreement) with Stillwater Sciences provides support for the Lake Henshaw Oxygenation Pilot Study to evaluate its effectiveness in mitigating Harmful Algal Blooms (HABs). Ms. Dobalian reviewed the Lake Oxygenation Pilot Study (Pilot Study) Scope of Work (SOW), noting the total estimated cost of the work to be performed is \$646,949.00 (which will be shared equally by the District and City of Escondido). Ms. Dobalian said that the SOW builds on a work plan developed by Brown and Caldwell under the Phase II HABs Study that recommended a full-scale field trial of an oxygenation system. She added that if the temporary oxygenation system is shown to be effective in mitigating HABs in Lake Henshaw, it would inform the sizing of a permanent system and would reduce or potentially eliminate the need for ongoing costly short-term algaecides. Ms. Dobalian reviewed Exhibit B Budget and Fee Schedule of the Agreement and said that the costs shown are based on the oxygenation system operating spring through fall (April 2024 through October 2025) when the HABs development is most likely. She said that staff has begun the initial work on the Pilot Study, focusing its efforts on coordination with San Diego Gas and Electric and environmental permitting.

Ms. Dobalian informed the Board that Mia Singer of Stillwater Sciences was available on the teleconference line to answer any questions they might have. In response to a question regarding the Budget and Fee Schedule, Ms. Singer provided clarification regarding Brown and Caldwell's role as the subcontractor. It was noted that there would be additional third party agreements with other vendors for the operational components of the Pilot Study, including equipment rental and liquid oxygen. Ms. Singer discussed the strategic positioning of the oxygenated water lines and how the oxygen would be disbursed in Lake Henshaw.

After further discussion, the Board agreed that the overall objective is to find and implement long-term alternatives for HABs management and mitigation in Lake Henshaw. Mr. Hodgkiss said that Director Kuchinsky wanted to let the Board know that he supports moving forward with the Agreement with Stillwater Sciences as proposed.

24-08-97	<i>Upon motion by Director MacKenzie, seconded by Director Sanchez and unanimously carried (4 ayes: Miller, Sanchez, MacKenzie, and Vásquez; 1 absent: Kuchinsky), the Board of Directors authorized the General Manager to execute a professional services agreement with Stillwater Sciences to provide services related to the design, construction, implementation and analysis of a lake oxygenation pilot system at Lake Henshaw in an amount not-to-exceed \$646,959.00.</i>
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8. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION COMMITTEE AND EXPERT FEEDBACK TEAM NOMINATIONS FOR 2025

See staff report attached hereto.

Mr. Hodgkiss stated that staff (Director of Administration Shallako Goodrick and Human Resources Manager Phil Zamora) and General Counsel Elizabeth Mitchell would like to continue to serve on their respective California Special Districts Association (CSDA) committees and Expert Feedback Teams. Directors MacKenzie and Sanchez said they would like continue to serve on their respective committees. No other requests were made.

24-08-98 *Upon motion by Director Miller, seconded by Director MacKenzie and unanimously carried (4 ayes: Miller, Sanchez, MacKenzie, and Vásquez; 1 absent: Kuchinsky), the Board of Directors nominated Director MacKenzie for the Legislative and Member Services Committees and Director Sanchez for the Professional Development Committee; and nominated Shallako Goodrick for the Fiscal Committee and Local Revenue Expert Feedback Team; Phil Zamora for the Human Resources and Personnel Expert Feedback Team; and Elizabeth Mitchell for the Legal Expert Feedback Team.*

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

See staff report attached hereto.

Director Miller said that the San Diego County Water Authority (Water Authority) had finalized its Fiscal Years 2024 and 2025 mid-term budgets. He reported that Metropolitan Water District's (MWD) Pure Water Project received a \$100 million grant from the U.S. Bureau of Reclamation to advance the project's design work and fund improvements to existing infrastructure needed for the project. Director Miller stated that the Imperial Irrigation District (IID) approved a water conservation agreement with the federal government to leave 700,000 acre-feet of water in Lake Mead through 2026.

10. MEETINGS AND EVENTS

See staff report attached hereto.

Director MacKenzie reported on her attendance at an Association of California Water Agencies (ACWA) Local Government's City and County Planning subcommittee meeting where they reviewed a two-year work plan. She also reported on attending the ACWA Legislative Committee where there were discussions about a new Strategic Plan, ACWA Public Outreach programs and various state legislative bills. Director MacKenzie reported on her attendance at a California Special Districts Association (CSDA) Elections and Bylaws Committee meeting where they reviewed and updated bylaw language relative to the seating timeline of newly elected officials; she also reported on her attendance at the CSDA Quarterly Dinner where she heard presentations from San Diego Community Power and Clean Energy Alliance. Director MacKenzie requested authorization to claim mileage for her attendance at Lakeside Water District's (LWD) 100th Year Anniversary event on August 10, 2024 to present the Resolution honoring LWD's 100th Anniversary on behalf of the Board.

Director Miller advised the Board that he would be absent for the September 4, 2024 Board meeting.

Director Sanchez advised the Board that he has a conflict on October 15, 2024 and would not be attending the ACWA Region 10 event that he was previously authorized to attend. He requested authorization to attend the ACWA Fall Conference on December 3, 2024 and the Colorado River Water Users Association (CRWUA) Annual Conference December 4-5, 2024. Director Sanchez requested to be registered for the City of Escondido's dedication and tour of the Membrane Filtration Reverse Osmosis (MFRO) Facility on August 28, 2024.

President Vásquez requested tentative authorization to attend the ACWA Region 10 event on October 15, 2024.

Mr. Hodgkiss said that Director Kuchinsky asked him to let the Board know that County Board of Supervisor Jim Desmond would be speaking about the proposed half-cent sales tax to fund regional transportation projects approved by the San Diego Association of Governments at the September 5, 2024 Vista Chamber of Commerce Government Affairs meeting. Interested parties must register to attend the meeting.

24-08-99

Upon motion by Director Miller, seconded by Director Sanchez and unanimously carried (4 ayes: Miller, Sanchez, MacKenzie, and Vásquez; 1 absent: Kuchinsky), the Board of Directors authorized Director Sanchez to attend the ACWA Fall Conference on December 3, 2024 and the CRWUA Annual Conference on December 4-5, 2024; President Vásquez to attend the ACWA Region 10 event on October 15, 2024; and authorized mileage reimbursement for Director MacKenzie for her attendance at the LWD's 100th Anniversary Event on August 10, 2024.

11. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

No changes or additions were presented.

12. COMMENTS BY DIRECTORS

Director Miller informed the Board that he would be hosting the MWD State Water Project tour in Northern California on October 17-18, 2024 and said to notify Water Authority staff if any Directors or staff had interest in attending the tour.

President Vásquez commented on article in the CSDA Magazine related to apprenticeship programs available to California state office employees.

13. COMMENTS BY GENERAL COUNSEL

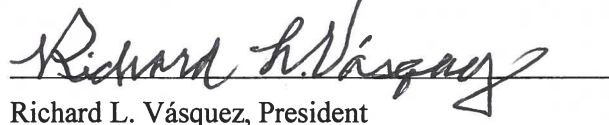
Ms. Mitchell provided further clarification to President Vásquez's comment regarding the California apprenticeship programs, noting that they provide state employees in the fields of information technology and financial services the opportunity for upward mobility through the apprenticeship programs. She said that she is watching Senate Bill 399 prohibiting employers from taking action against employees who decline to participate in employer-sponsored meetings that share the employer's opinions about political or religious matters. Ms. Mitchell reviewed Assembly Bill 637 relating to zero-emission vehicles, fleet owners and rental vehicles.

14. COMMENTS BY GENERAL MANAGER

Mr. Hodgkiss commented that the District received a plaque for Project of the Year for the San Pasqual Undergrounding Project from the American Public Works Association, San Diego-Imperial Counties Chapter. He let the Board know about the Flu Shot clinic that will be held on September 19, 2024 at the District office and wished Director Miller a happy early birthday.

15. ADJOURNMENT

There being no further business to come before the Board, at 10:48 a.m., President Vásquez adjourned the meeting.


Richard L. Vásquez, President

ATTEST:



Ramae Ogilvie, Secretary
Board of Directors

VISTA IRRIGATION DISTRICT



STAFF REPORT

Agenda Item: 6.A

Board Meeting Date:	August 21, 2024
Prepared By:	Robert Scholl
Reviewed By:	Randy Whittman
Approved By:	Brett Hodgkiss

SUBJECT: ENCROACHMENT PERMIT

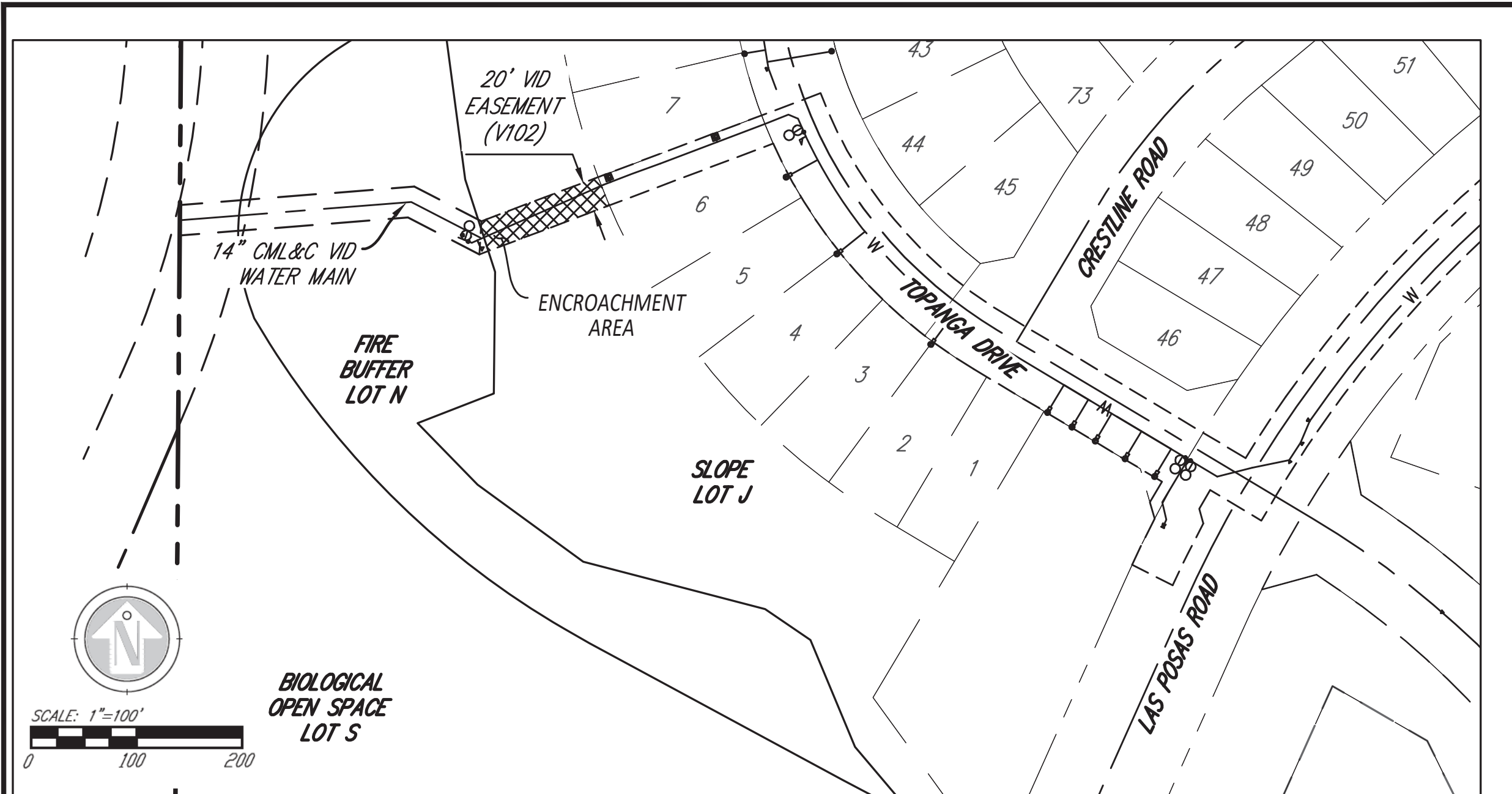
RECOMMENDATION: Approve Encroachment Permit (138) for a dedicated specific easement over Lot “J” within a 187-lot single-family residential development known as San Marcos Highlands, consisting of approximately 289 gross acres owned by KB Home California LLC, located at the northern end of Las Posas Road, San Marcos (LN 2017-018; I-3090; APNs 182-110-02, -03; 182-111-01; 184-101-35; 184-240-13, -14, -15, -33, -35, -36; 184-241-06, -07, -08 and -09; DIV NO 5).

PRIOR BOARD ACTION: On September 16, 2020, the Board accepted Grant of Right of Way (V102) for relocated water facilities within the development.

FISCAL IMPACT: None.

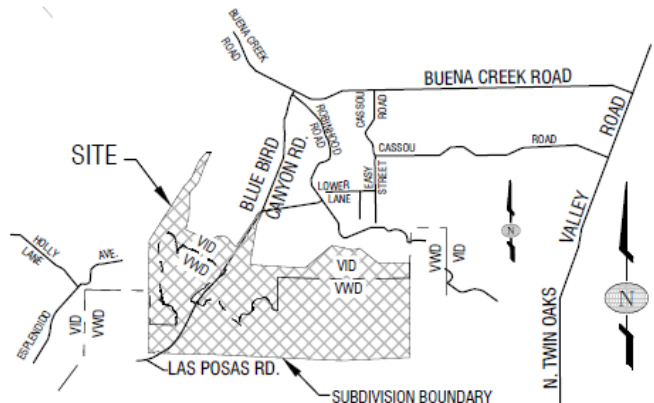
SUMMARY: The owner, KB Home California LLC, is in the process of developing a 187-lot single-family residential development known as San Marcos Highlands. While the project itself will be served water from the Vallecitos Water District, the District does have a 14-inch pipeline that passes through the development including a section that crosses through a homeowner’s association-maintained slope (Lot “J”). On this lot, the owner has placed private improvements within the District’s Specific Easement (V102) including a concrete drainage brow ditch, shrub vegetation and irrigation lines. Approval of Encroachment Permit (138) will allow the encroachments to remain; in accordance with said permit, any costs to replace or repair the encroachments as the result of a District water main repair will be borne by the permittee.

ATTACHMENT: Map



OWNER:
 KB HOME CALIFORNIA LLC
 9915 MIRA MESA BLVD, SUIT 100
 SAN DIEGO, CA 92131
 (858) 877-4267

ENGINEER:
 EXCEL ENGINEERING
 440 STATE PLACE
 ESCONDIDO, CA 92029
 (760) 745-8118



VICINITY MAP
 NTS

VISTA IRRIGATION DISTRICT

ENCROACHMENT PERMIT No. 138

COMMUNITY ASSOCIATION - LOT J

APN: 184-241-29-00		T.B.
SCALE: 1"=100'		L.N.
APPD. BY	DATE	W.O. 1-3090
DRAWN BY: EXCEL	DATE: 5/28/24	
SHEET 1 OF 1	MAP 16466	
REVISED		



STAFF REPORT

Agenda Item: 6.B

Board Meeting Date: August 21, 2024
Prepared By: Ranae Ogilvie
Approved By: Brett Hodgkiss

SUBJECT: CONFLICT OF INTEREST CODE REVISIONS

RECOMMENDATION: Adopt Resolution No. 2024-XX amending the Vista Irrigation District's Conflict of Interest Code.

PRIOR BOARD ACTION: At its October 4, 2023 meeting, the Board adopted Resolution No. 2023-25 amending the Vista Irrigation District's Conflict of Interest Code.

FISCAL IMPACT: None.

SUMMARY: Section 87306.5 of the Government Code requires all local agencies in California to review their conflict of interest code in each even-numbered year, as well as whenever amendments are necessary. Agencies' revised conflict of interest codes must be approved by the County Board of Supervisors, and they become effective 30 days after Board of Supervisors' approval.

DETAILED REPORT: Per the requirements of Government Code Section 87306.5, staff has conducted a detailed review of the Vista Irrigation District's Conflict of Interest Code (Code). Under "Designated Positions (Staff)", one new position has been added; it is recommended that the position of "Water Resources Manager" be added in the Code.

ATTACHMENTS:

- Draft resolution adopting amended Conflict of Interest Code
- Amended Conflict of Interest Code

RESOLUTION NO. 2024-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF
VISTA IRRIGATION DISTRICT
ADOPTING AN AMENDED CONFLICT OF INTEREST CODE

WHEREAS, the Legislature of the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the “Act”), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Vista Irrigation District and requires all public agencies to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Board of Directors of the Vista Irrigation District adopted a Conflict of Interest Code (the “Code”) which was amended on October 4, 2023, in compliance with Government Code Section 81000, et seq.; and

WHEREAS, subsequent changed circumstances with the Vista Irrigation District have made it advisable and necessary, pursuant to Sections 87306 and 87307 of the Act, to amend and update the District’s Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which would result in the Vista Irrigation District being restrained or prevented from acting in cases where provisions of the act may have been violated; and

WHEREAS, a public meeting was held on the proposed amended Conflict of Interest Code at the regular meeting of the Board of Directors on August 21, 2024, at which all present were given an opportunity to be heard on the proposed amended Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Vista Irrigation District that the Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, attached hereto. A copy of the revised code is attached hereto and shall be filed with the District Secretary and available for inspection to the public.

BE IT FURTHER RESOLVED that the said amended Conflict of Interest Code shall be submitted to the Board of Supervisors of the County of San Diego for approval and said amended Code shall become effective 30 days after the Board of Supervisors approves the amended Code as submitted.

BE IT FINALLY RESOLVED that Resolution No. 2024-XX adopting the Amended Conflict of Interest Code on October 4, 2023 is rescinded effective upon the date that adoption of said amended Code becomes effective.

PASSED AND ADOPTED this 21st day of August 2024, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Richard L. Vásquez President

ATTEST:

Ramae Ogilvie, Secretary
Board of Directors
VISTA IRRIGATION DISTRICT



CONFLICT OF INTEREST CODE
(Amended ~~October 4, 2023~~ August 21, 2024)

Vista Irrigation District
1391 Engineer Street
Vista, California 92081
(760) 597-3100

**CONFLICT OF INTEREST CODE
OF THE
VISTA IRRIGATION DISTRICT
COUNTY OF SAN DIEGO**
(Amended ~~October 4, 2023~~ August 21, 2024)

The agency designated above hereby submits the following Conflict of Interest Code to the Board of Supervisors of the County of San Diego.

Dated: ~~October 4, 2023~~ August 21, 2024 ~~Lisa R. Soto~~ Ramae Ogilvie, Secretary
Board of Directors
VISTA IRRIGATION DISTRICT

Received on behalf of the Board of Supervisors of the County of San Diego.

Dated: _____ ANDREW POTTER
Clerk of the Board of Supervisors

The following Conflict of Interest Code, having been submitted by the agency designated above, was approved by order of the Code Reviewing Body on _____.

Other action, if any:

ANDREW POTTER
Clerk of the Board of Supervisors

**CONFLICT OF INTEREST CODE
OF THE
VISTA IRRIGATION DISTRICT**
(Amended ~~October 4, 2023~~ August 21, 2024)

The Political Reform Act of 1974 (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code of Regs. Sec. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, the regulation may be amended by the FPPC to conform to amendments in the Political Reform Act.

Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Vista Irrigation District.

All officials required to submit a statement of economic interests shall file their statements with the Secretary of the Vista Irrigation District as the District's Filing Officer. The Filing Officer shall make and retain a copy of all statements filed by members of the Board of Directors, Treasurer, Assistant Treasurer and the General Manager and forward the originals of these statements to the Clerk of the San Diego County Board of Supervisors. The Vista Irrigation District shall retain statements for all other designated employees. The Filing Officer will make all retained statements available for public inspection and reproduction (Gov. Code Section 81008).

Adopted by the Board of Directors of the Vista Irrigation District on the ~~4th~~ 21st day of ~~October 2023~~ August 2024.

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

**CONFLICT OF INTEREST CODE
OF
VISTA IRRIGATION DISTRICT**
(Amended ~~October 4, 2023~~ August 21, 2024)

APPENDIX

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District officials who manage public investments, as defined by 2 Cal. Code of Regs. §18701(b), are NOT subject to the District's Code, but are subject to disclosure requirements of the Act (Government Code Section 87200 et seq.). [Regs. 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are other District officials who manage public investments:

- Member of Board of Directors
- General Manager
- Director of Administration
- Treasurer
- Assistant Treasurer
- Financial Consultants

DESIGNATED POSITIONS
GOVERNED BY THE CONFLICT OF INTEREST CODE

The Treasurer, Assistant Treasurer, and all District officials who manage the investment of public funds are included in and governed by this Conflict of Interest Code only with respect to its disqualification provisions. For purposes of disclosure, the Treasurer, Assistant Treasurer, and all District officials who manage the investment of public funds are governed by the statutory conflict of interest provisions of Article 2 of Chapter 7 of the Political Reform Act of 1974 (Government Code Section 87200, et seq.)

The persons holding positions listed below are "designated employees" who are subject to the provisions of this Code. Each such designated employee is required to disclose interests only in those categories set forth, which are identified by the numbers following his or her title.

Disclosure Categories

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property that the designated employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions in, and sources of income from, all business entities that do business or own real property within the jurisdiction of the District, plan to do business or own real property within the jurisdiction of the District within the next year or have done business or owned real property within the jurisdiction of the District within the past two years.

Category 2: All interest in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions in, and sources of income from, business entities subject to the regulatory, permit or licensing authority of the Designated Employee's Department, will be subject to such authority within the next year or have been subject to such authority within the past two years.

Category 4: All investments in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year or have engaged in such activities within the jurisdiction of the District within the past two years.

Category 5: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan or other financial institutions.

Category 6: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery or equipment of a type purchased, leased, used, or administered by the Designated Employee's Department or by the District.

<u>Designated Positions (Staff)</u>	<u>Disclosure Categories</u>
Administrative Assistant	6
Construction Supervisor	6
Customer Service Supervisor	6
Director of Engineering	1, 2, 3, 4, 5, 6
Director of Water Resources	1, 2, 4, 6
Engineering Inspector	2, 3, 4, 6
Engineering Services Manager	2, 3, 4, 6
Engineering Project Manager	1, 2, 4, 6
Executive Assistant	6
Facilities Supervisor	6
Finance Supervisor	1, 2, 5, 6
Director of Operations and Field Services	1, 2, 4, 6
General Counsel, Special Counsel, Attorney	1, 2, 3, 4, 5, 6
Human Resources Manager	1, 2, 5, 6
Information Technology Supervisor	1, 2, 5, 6
Inventory Control Clerk	6
Management Analyst	1, 2, 6
Purchasing Agent	6
Safety/Risk Administrator	6
Senior Equipment Mechanic	6
System Controls Supervisor	6
Water Distribution Supervisor	6
Water Resources Assistant	6
Water Resources Manager	1, 2, 4, 6
Water Resources Supervisor	6

<u>Designated Positions (Consultants)*</u>	<u>Disclosure Categories</u>
Appraisers	1, 2, 4, 6
Real Estate Brokers	1, 2, 4, 6

*Consultants shall be included in the list of Designated Positions and shall disclose pursuant to the disclosure categories listed. If not listed, consultants shall disclose pursuant to the broadest disclosure category in this code, subject to the following limitation:

The General Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.



Cash Disbursement Report

Payment Dates 7/25/2024 - 8/7/2024

Payment Number	Payment Date	Vendor	Description	Amount
75343	07/31/2024	Refund Check 75343	Customer Refund	240.24
75344 - 75355	07/31/2024	Refund Checks 75344 - 75355	Customer Refunds	2,269.10
75356	07/31/2024	Refund Check 75346	Customer Refund	227.57
75357	07/31/2024	A-1 Irrigation, Inc	Hornet Spray	26.47
75358	07/31/2024	Airgas USA LLC	Acetylene & Oxygen	449.63
75359	07/31/2024	Allie's Party Equip Rental Inc	Chairs Rental - Workplace Violence Training	243.08
75360	07/31/2024	Amazon Capital Services	Portable Sprayer for Concrete Saw - Truck 66	102.88
	07/31/2024		Oil Drain Caddy, Oil Transfer Tank	251.11
	07/31/2024		iPhone Cord	(17.30)
	07/31/2024		iPhone Cord	17.30
	07/31/2024		Warehouse Supplies	171.18
	07/31/2024		Keyboard, Stylus Pens	103.00
	07/31/2024		Notary Journal, Supplies for Boardroom	54.77
	07/31/2024		Waste Oil Drain Tank	(125.55)
	07/31/2024		Die Grinder - Truck 65	211.08
75361	07/31/2024	Best Best & Krieger LLP	Legal Service 06/2024	103.00
75362	07/31/2024	Boot World Inc	Footwear Program (3)	529.68
75363	07/31/2024	Breona Paz	Computer Loan Program 07/2024	1,500.00
75364	07/31/2024	Cal Pacific Truck Center LLC	Belt Tensioner - Truck 52	312.01
75365	07/31/2024	Cecilia's Safety Service Inc	Traffic Control - Independence Way	6,555.00
	07/31/2024		Traffic Control - York Dr	1,235.00
	07/31/2024		Traffic Control - Nordhal Rd	1,567.50
	07/31/2024		Traffic Control - Independence Way	5,842.50
	07/31/2024		Traffic Control - Camino Corto	3,135.00
	07/31/2024		Traffic Control - Deerhaven Dr	1,425.00
75366	07/31/2024	Certified Laboratories	NM-40 Cleaner	517.92
75367	07/31/2024	City Of Escondido	Escondido Water Treatment Plant 05/2024 & 06/2024	356,445.00
	07/31/2024		Escondido Canal Operating Cost 04/2024 - 06/2024	128,538.45
75368	07/31/2024	City of Vista	Permit Fees 04/2024 - 06/2024 (10)	16,698.50
75369	07/31/2024	Complete Office of California, Inc	Office Supplies	59.76
75370	07/31/2024	Consor North America, Inc	Deodar Reservoir Rehabilitation 05/2024 - 06/2024	27,503.11
75371	07/31/2024	Core & Main	Service Saddle 12x1 Brass AC (1)	251.14
	07/31/2024		Angle Ball Valve 2" FNPT X MNPT (CurbStop) (1)	382.13
	07/31/2024		Angle Ball Valve 2" FNPT X MNPT (CurbStop) (10)	3,712.98
	07/31/2024		Angle Ball Valve 2" FNPT X MNPT (CurbStop) (4)	1,480.86

Payment Number	Payment Date	Vendor	Description	Amount
	07/31/2024		Flange 4" SOW (2)	86.60
	07/31/2024		Nut Bolt Gasket Kit 4" (4" gasket) (2)	75.78
	07/31/2024		Coupling 6" Deflection C900 (1)	53.02
	07/31/2024		Flange 8" SOW (6)	474.14
	07/31/2024		Fire Hydrant Spool 6x18 DI (3)	545.58
	07/31/2024		Fire Hydrant Spool 6x24 DI (5)	1,055.44
	07/31/2024		Service Saddle 4x1 PVC (1)	140.73
	07/31/2024		Fire Hydrant LB400 Check Valve (2)	4,221.75
	07/31/2024		Cap 1.5" Brass (2)	33.56
	07/31/2024		Tee 8x6 DI POxFL (2)	664.66
	07/31/2024		Ell 6"x16" POxFL Bury DI (5)	2,262.43
	07/31/2024		Nut Bolt Gskt Kit 6"-8" (6" gskt) 3/4 x 3 1/4 (36)	584.55
	07/31/2024		Tee 6" DI Flange (1)	297.69
	07/31/2024		Fire Hydrant Spool 6x6 DI (2)	212.17
	07/31/2024		Fire Hydrant Spool 6x12 DI (4)	575.89
	07/31/2024		Ell 6" DI PO 45 Degree (1)	165.62
	07/31/2024		Adapter 6" DI POxFL (4)	662.49
75372	07/31/2024	DIRECTV	Direct TV Service	116.99
75373	07/31/2024	Electrical Sales Inc	Light Sensor (1)	72.96
75374	07/31/2024	Ferguson Waterworks	Flange 6" SOW 6-hole (5)	263.86
	07/31/2024		Service Saddle 6x2 PVC (3)	572.70
	07/31/2024		Ball Mtr Valve 1" Lockwing FIPxSwivel Mtr Nut (19)	2,642.92
	07/31/2024		6" Pipe Restrainer with T-Bolts/ Sigma PWM-C6 (12)	474.14
	07/31/2024		Nipple / 1" x 6" / Brass (5)	62.24
	07/31/2024		Plug / 1.5" / Brass (5)	35.45
	07/31/2024		Coupling / 1" / Brass (5)	29.77
	07/31/2024		Proselect Pipe Lubricant / 32 oz.(12)	58.46
	07/31/2024		5/8" x 2.5" Brass Bolts (100)	649.50
	07/31/2024		Nipple / 1" x 2" / Brass (5)	24.63
	07/31/2024		Calder Coupling / 4" Clay x 4" PVC (3)	21.27
	07/31/2024		Tee / 0.75" / Brass (2)	11.91
	07/31/2024		8" Pipe Restrainer with T-Bolts / Sigma PWM-C8 (5)	330.16
	07/31/2024		5/8" Brass Nuts (100)	243.56
	07/31/2024		12" Flange Tee (1) , 12" 45° Ell (1)	1,504.16
	07/31/2024		12" 45° Ell (1)	543.42
75375	07/31/2024	Fidelity Security Life Insurance Co (EyeMed)	Vision Insurance 08/2024	14.24
	07/31/2024		Vision Insurance 08/2024	14.24
	07/31/2024		Vision Insurance 08/2024	8.78
	07/31/2024		Vision Insurance 08/2024	14.24
	07/31/2024		Vision Insurance 08/2024	(14.24)

Payment Number	Payment Date	Vendor	Description	Amount
	07/31/2024		Vision Insurance 08/2024	(14.24)
	07/31/2024		Vision Insurance 08/2024	(14.24)
	07/31/2024		Vision Insurance 08/2024	8.78
	07/31/2024		Vision Insurance 08/2024 - Employees	1,512.62
	07/31/2024		Vision Insurance 08/2024 - P Sanchez	14.24
	07/31/2024		Vision Insurance 08/2024 - P Kuchinsky	14.24
	07/31/2024		Vision Insurance 08/2024 - R Vasquez	14.24
	07/31/2024		Vision Insurance 08/2024 - M Miller	14.24
	07/31/2024		Vision Insurance 08/2024 - J MacKenzie	14.24
75376	07/31/2024	Garda CL West, Inc	Armored Deposit Transport 08/2024	548.91
75377	07/31/2024	D-Tek Enterprises, Inc	Live Bee Removal - Alta Vista	110.00
75378	07/31/2024	Jackson & Blanc	Quarterly HVAC Maintenance 7/2024 - 9/2024	4,085.50
75379	07/31/2024	K2 Calibrations LLC	GFG Pump #9 Rebuild	307.69
75380	07/31/2024	Jan-Pro of San Diego	Janitorial Service 07/2024	4,497.00
75381	07/31/2024	Kronick Moskovitz Tiedemann & Girard	Legal 06/2024 - Indian Settlement	12,605.50
75382	07/31/2024	Leon Perrault Trucking & Materials	Trucking & Material 06/2024	17,018.25
75383	07/31/2024	Makelele Systems Landscape & Maintenance, Inc	Landscape Services 07/2024	1,650.00
75384	07/31/2024	Mallory Safety and Supply, LLC	Vest Lime Hi-Viz XL (3)	67.06
75385	07/31/2024	McMaster-Carr Supply Company	Aluminum Bracket Material	16.02
	07/31/2024		Hardware	226.61
75386	07/31/2024	Moodys	Dump Fees/Oversize (2)	1,200.00
	07/31/2024		Dump Fees/Oversize (2)	1,200.00
	07/31/2024		Dump Fees/Oversize (4)	2,400.00
	07/31/2024		Dump Fees/Oversize (2)	1,200.00
	07/31/2024		Dump Fee/Oversize (1)	600.00
75387	07/31/2024	Multiquip	Tamper Parts	207.24
75388	07/31/2024	NAPA Auto Parts	Fuel Filter - Truck 26	19.50
	07/31/2024		Filters (4)	32.81
	07/31/2024		Trailer Light Cord Adapter - L3	38.96
	07/31/2024		Transfer Pump & Drain Pan	49.77
	07/31/2024		Drain Pan	(35.17)
75389	07/31/2024	North County Auto Parts	Shop Chemicals	73.08
	07/31/2024		Grease (2)	22.78
	07/31/2024		Battery, Alternator, Belt - Truck 29	510.23
	07/31/2024		Battery - G9	114.73
	07/31/2024		Diesel Exhaust Fluid Filter - Truck 54	41.11
75390	07/31/2024	One Source Distributors	Nameplates (3)	26.30
75391	07/31/2024	O'Reilly Auto Parts	Battery - Truck 62	251.17
75392	07/31/2024	Pacific Pipeline Supply	12" Restraints (10)	1,441.41
75393	07/31/2024	Quadient Finance USA, Inc	Postage Meter Refill	2,500.00

Payment Number	Payment Date	Vendor	Description	Amount
75394	07/31/2024	Ramona Disposal Service	Trash Service 07/2024	327.83
75395	07/31/2024	Siemens Industry Inc	Transducer for Lake Henshaw Release	3,355.75
75396	07/31/2024	Sierra Analytical Labs, Inc	HABs Lab Analysis	420.00
	07/31/2024		HABs Lab Analysis	420.00
75397	07/31/2024	SiteOne Landscape Supply, LLC	Weld On 725 Wet Dry PVC Glue (24)	449.43
	07/31/2024		Ultraseal PTFE Thread Sealant, HP (12)	276.90
75398	07/31/2024	Sunrise Materials Inc	Pallet Deposit	40.05
	07/31/2024		Delivery Charge	173.20
	07/31/2024		8" x 2" x 16" Grey Cap Blocks (240)	844.35
	07/31/2024		Wooden Lath (600)	1,198.33
	07/31/2024		Cement 50lb Quikrete (10)	838.60
	07/31/2024		Cement 10lb Quikrete (42)	2,136.12
75399	07/31/2024	Midas Service Experts	Tie Rod Ends, Sway Bar Links - Truck 62	1,145.44
75400	07/31/2024	UniFirst Corporation	Uniform Service	471.94
75401	07/31/2024	Verizon Wireless	Cell Phones	2,309.57
75402	07/31/2024	Vulcan Materials Company and Affiliates	Cold Mix	3,073.98
75403	07/31/2024	TS Industrial Supply	Striping Paint Blue #750 (24)	198.75
	07/31/2024		Striping Paint White #710 (24)	198.75
	07/31/2024		Striping Paint Black #770 (24)	198.75
	07/31/2024		Gatorade Lemon Lime / 2.12 oz. / 144 packets (1)	176.45
	07/31/2024		2" Black Pipe Wrap Tape / 10 Mil / 100' (18)	170.49
	07/31/2024		Wood Wedges / 2" x 4" x 12" (90)	165.62
	07/31/2024		Construction Marking Paint Blue #254 (12)	68.51
	07/31/2024		Electrical Tape / 0.75" x 60' (20)	35.39
	07/31/2024		Shop Supplies - Garage	225.05
75404	07/31/2024	Xerox Corporation	Xerox Supplies & Maintenance	265.97
75405	08/07/2024	Refund Check 75405	Customer Refund	83.35
75406	08/07/2024	ACWA/JPIA	Property Insurance 07/01/2024 - 07/01/2025	83,871.11
75407	08/07/2024	ACWA/JPIA	Medical & Dental Insurance 09/2024 - Cobra	822.46
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	33.72
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Cobra	69.09
	08/07/2024		Medical & Dental Insurance 09/2024 - Employees	184,124.40

Payment Number	Payment Date	Vendor	Description	Amount
	08/07/2024		Medical & Dental Insurance 09/2024 - Retirees	44,265.58
	08/07/2024		Medical & Dental Insurance 09/2024 - P Sanchez	1,714.01
	08/07/2024		Medical & Dental Insurance 09/2024 - J MacKenzie	1,714.01
	08/07/2024		Medical & Dental Insurance 09/2024 - P Kuchinsky	1,714.01
	08/07/2024		Medical & Dental Insurance 09/2024 - M Miller	1,714.01
	08/07/2024		Medical & Dental Insurance 09/2024 - R Vasquez	2,128.59
75408	08/07/2024	Amazon Capital Services	Office Supplies	105.93
	08/07/2024		Office Supplies	(26.78)
	08/07/2024		Stoplight Switch	54.44
	08/07/2024		Sit Stand Desk Conversion	269.54
	08/07/2024		Monitor Mount	59.53
	08/07/2024		Engine Parts - MQ Rammer	71.18
	08/07/2024		Office Supplies	61.41
	08/07/2024		Presentation Clicker - Boardroom	32.14
75409	08/07/2024	AquaTechnex, LLC	Phycomycin (140,000 lbs) - HABs	181,537.20
	08/07/2024		Application of Phycomycin (140,000 lbs) - HABs	34,910.00
75410	08/07/2024	Boot Barn Inc	Footwear Program (1)	174.81
	08/07/2024		Footwear Program (1)	173.19
75411	08/07/2024	Branden O'Donnell	Reimburse - CalPERS Training	68.94
75412	08/07/2024	Cecilia's Safety Service Inc	Traffic Control - Hutchinson St	1,140.00
	08/07/2024		Traffic Control - Independence Way	6,270.00
	08/07/2024		Traffic Control - W Los Angeles	2,470.00
	08/07/2024		Traffic Control - West Dt	1,615.00
75413	08/07/2024	Akeso Occupational Health	DOT Physical (1)	95.00
	08/07/2024		New Hire Physical & DOT Physicals (2)	373.00
75414	08/07/2024	Core & Main	Poly Coated Copper Tubing (60)	3,068.02
75415	08/07/2024	Dudek	E Reservoir Replacement & Pump Station 06/2024	3,556.90
75416	08/07/2024	EDCO Waste & Recycling Services Inc	Trash Service 07/2024	484.57
75417	08/07/2024	Electrical Sales Inc	Electrical Boxes (6)	346.81
75418	08/07/2024	Ferguson Waterworks	Meter Bushing / Ford / #A34-NL (sold in pairs) (20)	592.56
	08/07/2024		Tee / 0.75" / Brass (3)	17.86
	08/07/2024		6" PO Rubber Gaskets (10)	70.36
	08/07/2024		3/4" Meter Gskt / 1/16" Thick (thin gaskets) (100)	43.30
	08/07/2024		8" PO Rubber Gaskets (10)	83.35
	08/07/2024		12" Ring Gasket / N/A (10)	95.26
	08/07/2024		10" PO Rubber Gaskets (10)	125.03
	08/07/2024		12" PO Rubber Gaskets (5)	68.58
	08/07/2024		12" Pipe Restrainer w/T-Bolts/Sigma 12" PWM-C12 (10)	1,190.75
	08/07/2024		1" Meter Gasket / 1/8" Thick (400)	216.50
	08/07/2024		Tracer Lids 4" Cast Iron (20)	276.25

Payment Number	Payment Date	Vendor	Description	Amount
	08/07/2024		Lid 10" Slotted Valve (VID) (16)	1,381.79
	08/07/2024		12" 45° Ell (1)	(543.42)
75419	08/07/2024	Gateway Pacific Contractors, Inc	E Reservoir Replacement & Pump Station 04/2024	527,432.66
75420	08/07/2024	Habitat Restoration Sciences, Inc	Weed Abatement - VID Properties & Flume Easement	11,960.00
75421	08/07/2024	Hawthorne Machinery Co	Brushes for Sweeper Attachment (2) - B10	919.44
75423	08/07/2024	D-Tek Enterprises, Inc	Live Bee Removal (1) - Bunny Bell Lane	110.00
	08/07/2024		Live Bee Removal (1) - Via Perlita	110.00
	08/07/2024		Live Bee Removal (1) - Matte Lane	110.00
	08/07/2024		Live Bee Removal (1) - Oleander	110.00
	08/07/2024		Live Bee Removal (1) - Oleander	110.00
	08/07/2024		Live Bee Removal (1) - Grand Ave	110.00
	08/07/2024		Live Bee Removal (1) - Emerald	110.00
75424	08/07/2024	Home Depot Credit Services	Tools	733.94
	08/07/2024		Latch for Gate	6.79
	08/07/2024		Galvanized Corner Post (2)	72.66
	08/07/2024		Material for HVAC	106.29
	08/07/2024		Paint, Prep Material, Linseed Oil - T22	72.19
	08/07/2024		Step Ladder, Linseed Oil	73.32
	08/07/2024		Communication Parts	104.39
	08/07/2024		Supplies	116.85
	08/07/2024		Storage Totes	162.27
	08/07/2024		Drain Replacement Kit	13.88
	08/07/2024		Air Conditioner - Henshaw Lunchroom	537.67
	08/07/2024		Coolers (2)	108.21
	08/07/2024		Concrete 60lb bag (56)	307.34
	08/07/2024		Concrete Rapid Set 60lb bag (100)	1,577.81
75425	08/07/2024	iFlow Inc	Remote Mount Antenna Kit (6)	665.54
75426	08/07/2024	Jackson & Blanc	Troubleshoot Cooling Issue	390.00
75427	08/07/2024	JCG Technologies, Inc	Liberty Boardroom Recorder Support Svc Renewal	475.00
75428	08/07/2024	Ken Grody Ford Carlsbad	Replaced Harness/Reprogrammed - Truck 23	1,534.25
	08/07/2024		Battery Jacket - Truck 62	28.28
75429	08/07/2024	Lawnmowers Plus Inc	Weed Trimmer	678.81
	08/07/2024		Chain for Concrete Saw	646.49
	08/07/2024		Trim Line Head	25.85
75430	08/07/2024	Moodys	Dump Fee/Oversize (1)	600.00
	08/07/2024		Dump Fees/Oversize (3)	1,800.00
	08/07/2024		Dump Fee/Oversize	600.00
75431	08/07/2024	NAPA Auto Parts	Filter - Truck 6	68.19
	08/07/2024		Coolant Filter & Conditioner	52.88
	08/07/2024		Plug Wire Set - Truck 67	49.24

Payment Number	Payment Date	Vendor	Description	Amount
75432	08/07/2024	North County Auto Parts	Battery for Valve Turner - Truck 10	175.49
	08/07/2024		Shop Chemicals - Garage	72.34
	08/07/2024		Coolant (15)	229.44
	08/07/2024		Lube Spray (1)	5.36
	08/07/2024		Lube Spray (1)	5.36
	08/07/2024		Windshield Wiper Fluid (6)	29.55
	08/07/2024		Spark Plug (4)	13.12
	08/07/2024		AC Quick Change Refrigerant	78.09
	08/07/2024		AC Quick Change Refrigerant	(78.09)
75433	08/07/2024	Pacific Pipeline Supply	Gate Valve 6" FL R/W (5)	5,052.67
	08/07/2024		Gate Valve 4" FL R/W (1)	756.28
75434	08/07/2024	Pacific Safety Center	Heat Illness & Hearing Conservation Training (30)	1,295.00
75435	08/07/2024	RS Americas Inc	E Reservoir SCADA Supplies	614.06
75436	08/07/2024	San Diego Friction Products	Water Pump	406.06
	08/07/2024		Air Brake Control Valve Knobs (6)	58.39
75437	08/07/2024	San Diego Gas & Electric	Refund Overpayment for Helicopter Landing/Staging License	1,000.00
75438	08/07/2024	San Diego Gas & Electric	Gas 07/2024 - VID Headquarters	231.07
	08/07/2024		Electric 07/2024 - VID Headquarters	6,345.15
75439	08/07/2024	Sensera Systems, Inc	Deodar Reservoir Rehabilitation 08/2024 - 07/2025	5,376.00
75440	08/07/2024	Sierra Analytical Labs, Inc	HABs Lab Analysis	580.00
	08/07/2024		HABs Lab Analysis	420.00
	08/07/2024		HABs Lab Analysis	120.00
	08/07/2024		HABs Lab Analysis	2,310.00
75441	08/07/2024	Southern Counties Lubricants, LLC	Fuel 07/16/24 - 07/31/24	8,458.60
75442	08/07/2024	Shred-it	Shredding Service	167.11
75443	08/07/2024	Stillwater Sciences	As-Needed HABs Consulting 06/2024	1,002.50
	08/07/2024		HABs Management Plan 06/2024 - Phase II	5,561.95
75444	08/07/2024	Summit Erosion Control	Pallet, Cardboard & Shrinkwrap (4)	86.60
	08/07/2024		Delivery Fee (1)	200.00
	08/07/2024		Gravel Bag / Poly / 30 lb / 3/4" (400)	779.40
75445	08/07/2024	Sunbelt Rentals	Rental Equipment for Mowing VID Properties	2,692.87
75446	08/07/2024	Ditch Witch West	Fittings - VE2	59.43
75447	08/07/2024	Bend Genetics, LLC	HABs Lab Analysis	3,576.00
	08/07/2024		HABs Lab Analysis	4,065.00
75448	08/07/2024	Midas Service Experts	Tires (2) - Truck 33	529.57
75449	08/07/2024	Umpqua Bank	E Res Replacement & Pump Sta 04/24 Retainage D2346	27,759.62
75450	08/07/2024	UniFirst Corporation	Uniform Service	280.60
75451	08/07/2024	Vista Printing	Business Cards	141.40
75452	08/07/2024	Weck Laboratories, Inc	HABs Lab Analysis	180.00
75453	08/07/2024	West Coast Civil, Inc	Independence Way LCC Bid Preparation (TO 24-02)	880.00

Payment Number	Payment Date	Vendor	Description	Amount
75454	08/07/2024	Western Water Works Supply Company	Angle Ball Valve 2" FNPT X MNPT (CurbStop)	1,501.65
75455	08/07/2024	TS Industrial Supply	Pressure Pump Clutch/Pulley Assembly (1)	452.78
75456	08/07/2024	White Cap Construction Supply	Multiquip Rammer (1) - Truck 65	3,037.45
Grand Total:				1,858,364.10



STAFF REPORT

Agenda Item: 7

Board Meeting Date: August 21, 2024
Prepared By: Lesley Dobalian
Approved By: Brett Hodgkiss

SUBJECT: LAKE HENSHAW OXYGENATION PILOT STUDY

RECOMMENDATION: Authorize the General Manager to execute a professional services agreement with Stillwater Sciences to provide services related to the design, construction, implementation and analysis of a lake oxygenation pilot system at Lake Henshaw in an amount not-to-exceed \$646,959.00.

PRIOR BOARD ACTION: At its February 3, 2021 meeting, the Board authorized execution of a professional services agreement (agreement) with Stillwater Sciences (Stillwater) to provide services related to harmful algal blooms (HABs) management in Lake Henshaw and Lake Wohlford. At its August 9, 2022 meeting, the Board received the *Lake Henshaw and Lake Wohlford Harmful Algal Blooms Management and Mitigation Plan* (HABs Management Plan) and discussed its findings and recommendations.

At its January 4, 2023 meeting, the Board authorized execution of an agreement with Stillwater to provide services related to implementing long-term alternatives for HABs management in Lake Henshaw (Phase II HABs Study). At its December 6, 2023 meeting, the Board received the Phase II HABs Study and discussed its findings and recommendations, which included a lake oxygenation pilot system (Pilot Study) in Lake Henshaw.

FISCAL IMPACT: The Pilot Study is anticipated to be designed and operational in Fiscal Years (FYs) 2025 and 2026 with a total estimated cost of \$2,747,000, including the services set forth in the agreement with Stillwater. The not-to-exceed amount contained in the proposed agreement (\$646,959) will cover costs to support the Pilot Study during FYs 2025 and 2026. All costs will be shared equally by the District and Escondido with a net cost to the District of \$1,373,500 for the Pilot Study, which includes \$323,479.50 for the proposed agreement.

The following table summarizes the estimated costs for the Pilot Study in FYs 2025 and 2026. FY 2025 costs were included in the District’s approved FY 2025 Budget (budgeted amount - \$1,000,560); FY 2026 costs will be included in the FY 2026 Budget.

Estimated FYs 2025 and 2026 Oxygenation Pilot Study Costs

Description	FY 2025	FY 2026	Total Costs
Fixed costs - permitting, engineering drawings, equipment procurement, site improvements, data analysis and reporting	\$1,500,000	\$ 244,760	\$1,744,760
Operational costs - equipment rental, liquid oxygen, power, operation and maintenance, water quality monitoring and analysis	401,120	601,120	1,002,240
Total cost	1,901,120	845,880	2,747,000
Funding award*	0	(500,000)	(500,000)
Total cost less funding award	1,901,120	345,880	2,247,000
District’s portion of total costs	\$ 950,560	\$ 172,940	\$1,123,500

*In July 2024, the District was awarded \$500,000 for the Pilot Study through the Metropolitan Water District’s Future Supply Actions Funding Program. The District anticipates receiving this funding in FY 2026 which will reimburse the District for costs related to the Pilot Study. The funding award will be shared equally with Escondido for a total of \$250,000 to the District.

SUMMARY: The proposed professional services agreement with Stillwater is to support the Pilot Study. The draft Scope of Work (attached) builds on a work plan developed by Brown and Caldwell under the Phase II HABs Study that outlined requirements for a temporary full-scale field trial to evaluate the effectiveness of oxygenation in reducing or eliminating HABs. If oxygenation is found to be effective in Lake Henshaw, the need for ongoing short-term algaecides is likely to be significantly reduced or potentially eliminated.

DETAILED REPORT: The proposed agreement with Stillwater is to provide support for the design, construction, implementation and analysis of a temporary oxygenation system at Lake Henshaw to evaluate its effectiveness in mitigating HABs. Oxygenation was first identified in the HABs Management Plan as a promising long-term strategy for controlling HABs by limiting the release of nutrients from reservoir sediments during hypoxic or anoxic (very low dissolved oxygen) conditions. Limiting the release of nitrogen and phosphorus reduces the potential for HABs because these nutrients are required for algae and cyanobacteria growth. While oxygenation systems have been used successfully to minimize internal nutrient loading and improve water quality in a variety of lakes and reservoirs throughout North America, cyanobacteria and cyanotoxin reduction (or elimination) has not been demonstrated through oxygenation, particularly in a broad, shallow lake such as Lake Henshaw. As a full-scale field trial, the Pilot Study will allow for site-specific evaluation in Lake Henshaw without the need for capital investment or site improvements that may be required for a permanent installation. It will also help inform the sizing of a permanent system, if it is shown to be effective.

The Pilot Study will consist of placement of temporary equipment and piping located just north of the boat ramp area and includes minor improvements to an existing dirt road for access and delivery of liquid oxygen. The site is proximal to power and lake access while preserving the lake's viewshed. A rented containerized Supersaturated Dissolved Oxygen (SDOX) system will deliver supersaturated dissolved oxygen under pressure to maintain bottom waters above five milligrams per liter. Test scenarios will be conducted under varying oxygen addition rates to evaluate the lake's response during spring through fall (April through October 2025) when HABs development is most likely.

The draft Scope of Work for the proposed Professional Services Agreement includes the following five tasks:

Task 1. Lake Henshaw Oxygenation Pilot Study Permitting

- Stillwater to assist the District in obtaining necessary permits from state and federal regulatory and natural resources agencies

Task 2. Lake Henshaw Oxygenation Pilot Study Implementation

- Brown and Caldwell to develop preliminary design drawings for submittal to San Diego Gas and Electric to provide power to the pilot system
- Brown and Caldwell to develop a pilot system installation bid package that includes technical specifications, design drawings and District front end documents

Task 3. Engineering Services during Lake Henshaw Oxygenation Field Trial Construction

- Brown and Caldwell to provide assistance to the District to review bids for responsiveness
- Brown and Caldwell to provide engineering services support during construction that includes responses to contractor submittals, requests for information and construction site visits

Task 4. Lake Henshaw Oxygenation Pilot Study Operation and Analysis

- Brown and Caldwell to coordinate with equipment suppliers and contractors during commissioning and startup testing and to conduct physical system monitoring during site visits
- Stillwater and Brown and Caldwell to conduct data analysis and review
- Stillwater to develop a final report with the Pilot Study results and recommendations

Task 5. Project Management

- Stillwater to manage all aspects of the project including technical services provided by Brown and Caldwell

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA): Preliminary environmental review indicates that the pilot study may qualify for the following categorical exemptions:

- Class 1 of the State CEQA Guidelines section 15301 (Existing Facilities), 14 CCR § 15301 which consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.
- Class 4 of the State CEQA Guidelines section 15304 (Minor Alterations to Land), 14 CCR § 15304, which consists of minor public or private alterations in the condition of the land, water, and/or vegetation.
- Class 6 of the State CEQA Guidelines section 15306 (Information Collection), 14 CCR § 15306, which consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.

Staff will perform further CEQA analyses, discuss with regulatory agencies and make a final determination during the design of the pilot study.

ATTACHMENTS:

- Phase III Lake Oxygenation Pilot Study Scope of Work, Budget and Fee Schedule and Schedule
- Site Map

Exhibit A Scope of Work

The below scope of work is for the third phase of the Lakes Henshaw and Wohlford Harmful Algal Blooms (HABs) Management and Mitigation Project for the Vista Irrigation District (District) and the City of Escondido (Escondido). Phase III involves the design, construction, implementation, and analysis of a lake oxygenation system pilot study. Oxygenation was selected as a long-term alternative for reducing or eliminating HABs in Lake Henshaw to be evaluated through a full-scale field trial, consistent with recommendations presented in the *Lakes Henshaw and Wohlford HABs Management and Mitigation Plan*.

Phase III: Lake Henshaw Oxygenation Pilot Study

Task 1. Lake Henshaw Oxygenation Pilot Study Permitting

Task 1 will be conducted by Stillwater Sciences to support and assist the District in obtaining permits needed to implement the Lake Henshaw oxygenation pilot study. This task includes the following permitting activities:

- **Coordination with U.S. Army Corps of Engineers (USACE)** to determine whether the oxygenation pilot study qualifies for a Nationwide Permit (NWP) under Clean Water Act (CWA) Section 404. The work includes:
 - Assessment of the appropriate NWP type, or if an individual permit will instead be required.
 - Preparation of a draft and final permit application package for the selected NWP.
 - *Assumptions*
 - Up to 8 hours of coordination with USACE.
 - One or more NWP types will be appropriate for permitting of the oxygenation pilot study.
 - Wetlands will not be affected by the project and preparation of a jurisdictional wetland delineation will not be required.
 - A cultural resources evaluation and/or a historic resources records search will not be required.
 - District will review administrative draft permit application materials within 2 weeks and will provide one set of consolidated and reconciled comments.
 - Stillwater Sciences will provide the draft permit application materials to the District for submission to USACE.
 - The budget does not include any permit application fees.
 - USACE review period for draft permit application materials is 60 days.
- **Coordination with California Department of Fish and Wildlife (CDFW)** regarding compliance with California Fish and Game Code (FGC) Section 1602. The work includes:
 - Determination of whether the oxygenation pilot study qualifies for a streamlined permitting pathway, such as the CDFW Habitat Restoration and Enhancement Act (HREA) for small habitat restoration projects. Under the HREA pathway, a Lake and Streambed Alteration Agreement (LSA) and ESA Section 7 permit are not required.

- Updating of standard database queries for special-status wildlife (i.e., federally listed, state listed, state species of special concern, or state fully protected species) and special-status plants with the potential to occur in and around the project site.
- A site survey to help determine whether construction activities and placement of temporary oxygenation equipment in upland areas where trees are currently located, including aboveground oxygenated water lines running beneath the tree canopy toward the reservoir shoreline, are likely to adversely affect special status species.
- Preparation of a draft Biological Resources Evaluation (BRE), including proposed measures to avoid potential impacts to state-listed species (if present).
- Coordination with CDFW regarding proposed avoidance measures identified in the biological resource evaluation.
- Preparation of a final BRE.
- Preparation of a draft and final permit application package to secure an LSA.
- *Assumptions*
 - Up to 8 hours of coordination with CDFW.
 - An LSA will be required.
 - Site survey will involve one wildlife biologist and one wetland delineation specialist for up to 8 hours each plus travel expenses.
 - Installation of temporary oxygenation equipment at the bottom of the reservoir along the western shoreline near the dam would represent a minor change to the reservoir bed and would not substantially adversely affect existing fish or wildlife resources.
 - District will review draft BRE and administrative draft permit application materials within 2 weeks and will provide one set of consolidated and reconciled comments.
 - Stillwater Sciences will provide the draft permit application materials to the District for submission to CDFW.
 - The budget does not include any permit application fees.
 - CDFW review period for draft permit application materials is 60 days.
- **Coordination with U.S. Fish and Wildlife Service (USFWS)** regarding Endangered Species Act (ESA) compliance through Section 7 consultation via technical assistance. The work includes:
 - Preparation of a letter requesting concurrence from USFWS that the implementation of the pilot study oxygenation system is not likely to adversely affect federally listed species because:
 - Project effects will be confined to Lake Henshaw itself, existing access roads, and existing developed areas adjacent to the reservoir.
 - Any potential effects on water quality in the reservoir and the San Luis Rey River downstream of the project area would be beneficial.
 - Inclusion of a brief description of the proposed project, the list of species and critical habitat that may occur within the project area, and an explanation of the basis for “not likely to adversely affect” determination in the letter to USFWS.
 - Further review of existing data regarding species surveys and biological evaluations in the project vicinity, and consideration of other special-status

- species designations such as CDFW Species of Special Concern or State Fully Protected species, based on coordination with USFWS.
- Finalization of the letter to submit with the CWA Section 404 application (see above).
 - *Assumptions*
 - Up to 8 hours of coordination with USFWS.
 - District will review administrative draft letter within 2 weeks and will provide one set of consolidated and reconciled comments.
 - USFWS will concur with no anticipated project effects and no Biological Assessment (BA) will be necessary.
 - Consultation with the National Marine Fisheries Service (NMFS) is not necessary because there are no listed anadromous salmonids that use San Luis Rey River downstream of the project area given existing unsuitable habitat conditions and barriers to fish passage.
 - The budget does not include any permit application fees.
- **Coordination with San Diego Regional Water Quality Control Board (Regional Board)** regarding compliance with CWA Section 401 through water quality certification (WQC). The work includes:
 - Determination of whether the oxygenation pilot study qualifies for a streamlined permitting pathway, such as the Regional Board's Small Habitat Restoration Project (SHRP) pathway. Under the SHRP permitting pathway, an individual CWA Section 401 WQC would not be required. Rather, a notice of intent to utilize the SHRP process would be needed.
 - Preparation of a draft WQC application package covering the proposed in-water work to place the temporary oxygenation equipment at the bottom of the reservoir along the western shoreline near the dam, and construction activities for temporary oxygenation equipment along the uplands adjacent to the dam.
 - Preparation of a final WQC application package.
 - *Assumptions*
 - Up to 8 hours of coordination with Regional Board.
 - An individual CWA Section 401 WQC will be required.
 - The pilot study oxygenation project is categorically exempt from California Environmental Quality Act (CEQA) under one or more of the following sections: a) 15303 for the construction and location of a limited number of new, small facilities or structures; b) 15304 for minor public alterations in the condition of land, water and vegetation which do not involve removal of healthy, mature, scenic trees.
 - District will review administrative draft WQC application materials within 2 weeks and will provide one set of consolidated and reconciled comments.
 - Regional Board comments on the draft WQC application are minor.
 - The budget does not include any permit application fees.
 - Regional Board review period for draft permit application materials is 60 days.

Meetings

- *As-needed coordination meetings with resource agencies as specified above to include the District and Stillwater Sciences*
- *One (1) site survey to support development of the Biological Resources Evaluation (BRE) with up to two (2) Stillwater Sciences staff*

Deliverables

- *Administrative Draft and Draft Nationwide Permit (NWP) Application Package to USACE, Final Permit from USACE*
- *Draft and Final Biological Resources Evaluation (BRE)*
- *Administrative Draft and Draft Application Package for CDFW Lake and Streambed Alteration Agreement (LSA), Final Permit from CDFW*
- *Administrative Draft and Draft USFWS Technical Assistance Letter, Final Letter from USFWS*
- *Administrative Draft and Draft Water Quality Certification (WQC) Application Package to Regional Board, Final Permit from Regional Board*

Task 2. Lake Henshaw Oxygenation Pilot Study Implementation

Task 2 will be conducted by Stillwater Sciences and Brown and Caldwell to assist the District in implementing the Lake Henshaw oxygenation pilot study. The goal of this task is to begin operation of the pilot study oxygenation system starting in Spring 2025.

Task 2 will be managed by Stillwater Sciences. Brown and Caldwell will support and assist the District with the following activities for the oxygenation pilot study:

- **San Diego Gas and Electric (SDG&E) Coordination** to determine power source requirements and availability for the pilot study. This coordination assumes that an approved SDG&E service agreement will be required along with the development of required drawings to be submitted for SDG&E's review and record. The service power requirements based on the *Lake Henshaw Oxygenation Field Trial Work Plan* are 480V 3-phase 450 amps via utility transformer and metering distribution panel to power four 460V pumps and a 15 kVA, 480V-208V/120V transformer with lighting panel to power the 120V PLC control panel and miscellaneous devices (i.e., lighting, instruments, etc.). The work includes:
 - Maximum of ten (10) one-hour meetings with SDG&E and/or the District and the Stillwater Sciences Project Manager to discuss power requirements, submittal requirements, power source options as provided by SDG&E, vertical clearance constraints for site access, and impacts on design.
 - Follow up with the District, as needed, regarding SDG&E Meter & Service Request.
 - Development of Preliminary Design drawings for submittal to SDG&E. CAD will
 - be used to develop the following preliminary drawings:
 - Civil Site Plan
 - Electrical Site Plan
 - Electrical Single Line Diagram/Load Table

- *Assumptions*
 - Any fees for the SDG&E review will be invoiced directly to the District.
 - Two (2) site visits for two Brown and Caldwell staff including the Brown and Caldwell PM, Electrical Engineer, Civil Engineer, and potential SDG&E representative.
- **Bid Package Development** to provide a bid package that the District will issue for bid. This involves coordination meetings with the District, equipment specification coordination with the system suppliers, development of technical specifications, development of design drawings for pilot system installation, and review of District standard front end documents. This work includes:
 - Maximum of ten (10) one-hour virtual meetings with the District and the Stillwater Sciences Project Manager to go over the objectives and goal of the project, evaluate the scope of work delineations between the District and the Contractor, design deliverables, project schedule, front end documentation requirements, the pre-purchasing of equipment by the District, or the direct rental of equipment by the District.
 - Coordination with System Suppliers: Maximum of five (5) one-hour virtual meetings with system suppliers and the Stillwater Sciences Project Manager, as needed, to coordinate equipment specifications, equipment installation and power requirements, system supplier equipment scope of work, system supplier site installation scope of work, and procurement details.
 - Preliminary coordination with California Division of Safety of Dams (CSOD): Maximum of two (2) one-hour virtual meetings with the District and CSOD to verify requirements for system siting and design, if any, from CSOD.
 - Preliminary coordination with San Diego County (County): Maximum of two (2) one-hour virtual meetings with the District and County to verify requirements for system siting and civil design, if any, from the County.
 - Conduct a topographic survey of the project area and immediate surroundings for use in design. Survey to included the boat ramp access road from Route 76 to the connection point of the new proposed gravel road, and following the new proposed gravel road to the Hammerhead Turnaround and the Oxygenation Site. Survey area not to exceed 10 acres.
 - Review and revise as needed the District’s Front-End Documents for the Project and create a bid schedule with key bid process dates to be included.
 - Development of technical specifications for the bid package including editing and renumbering of District standard specifications, where relevant. Brown and Caldwell will provide the following sections:
 - 010000 General Requirements
 - 011100 Summary Of Work
 - 011130 Existing Facilities
 - 012900 Measurement and Payment
 - 013300 Contractor Submittals
 - 016600 Product Storage and Handling Requirements
 - 017900 Demonstration and Training
 - 019100 Commissioning, Testing, and Start-Up
 - 019200 Approved Materials List

020010 Earthwork
 024100 Demolition
 025000 Pipeline Construction
 032300 Preparation of Pavement Subgrade
 400532 Pressure Hose and Fittings
 400533 HDPE Pipe
 099000 General Coating Specification
 260500 Common Work Results for Electrical
 260519 Conductors and Cables
 260526 Grounding and Bonding
 260533 Raceway Systems and Pull Boxes
 260800 Commissioning of Electrical Systems
 262419 Low-Voltage Motor Control
 262923 Electric Motors
 265619 LED Exterior Lighting
 311000 Site Clearing
 323113 Chain Link Fences and Gates
 400501 Piping Systems
 400506 Small Pipe Fittings and Appurtenances
 400545 Piping Identification Systems
 400560 Valves, General
 400564 Butterfly Valves
 400565 Check Valves
 400578 Air Release and Vacuum Valves
 406113 Process Control System General Provisions
 407100 Flow Measurement
 407300 Pressure Measurement
 430511 General Requirements for Equipment
 432356 Self-Priming Non-clog Centrifugal Pumps
 463155 Packaged Oxygenation System

- Development of Preliminary Design, 60% Design, 100% Design, and Final Design (bid-ready) drawings to be reviewed by the District. Brown and Caldwell will use CAD to develop the following design drawings for 60%, 100%, and Final submittals:

1	G-100	Title/Index
2	G-101	Legend/Abbreviations
3	C-100	Site Demolition
4	C-101	Site Plan
5	C-102	Details
6	M-100	Mechanical Plan and Sections
7	M-101	Details
8	E-100	Symbol/Abbreviation
9	E-101	Symbol/Abbreviation

10	E-102	SLD/Load Table
11	E-103	Site Plan
12	E-104	Power/Lighting/Grounding Plan
13	E-105	Raceway/Panel/ Fixture Schedules
14	E-106	Details
15	I-100	Symbol/Abbreviation
16	I-101	Symbol/Abbreviation
17	I-102	P&ID – Pumps
18	I-103	Instrument Details
19	I-104	Communications

- An Opinion of Probable Construction Cost (OPCC) will be provided with the 60% and 100% design submittals.
- Brown and Caldwell will address and incorporate District comments to the 60% and 100% design drawings and specifications and provide a comment and response log for both submittals. One set of comments will be addressed in this manner per submittal.
- Compiling of specifications, drawings, and front-end documents into a Bid Package.
 - Internal QC review period of Draft and Final Bid Package
 - Word Processing and PDF Packaging of Draft and Final Bid Package
- One (1) site visit with Brown and Caldwell staff including the Brown and Caldwell PM, Civil Engineer, and potential liquid oxygen (LOX) suppliers.
- Quantity takeoffs to meet fencing and security needs and requirements; dirt access road improvements (widen, compact, and add layer of gravel) from Highway 76 to where the pilot study oxygenation system will be installed to allow for frequent LOX deliveries based on coordination with LOX supplies and type of chemical delivery trucks and required turning radius.

Meetings

- *Maximum of twenty-five (25) as-needed remote (i.e., video conference) technical team coordination meetings to include the District, Stillwater Sciences and Brown and Caldwell*
- *Maximum of three (3) site visits with up to three (3) Brown and Caldwell staff per visit*

Deliverables

- *Preliminary Design Drawings for SDG&E submittal*
- *Coordination with SDG&E*
- *Topographic survey*
- *60% Design Drawings, List of Specifications, and OPCC*
- *100% Design Drawings and Specifications, and OPCC*
- *Final Design Drawings and Specifications*
- *Compiled bid package for District construction bid*

Task 3. Engineering Services During Lake Henshaw Oxygenation Field Trial Construction

Task 3 will be conducted by Stillwater Sciences and Brown and Caldwell to support the District during construction, Start-Up, and Commissioning activities. Task 3 will be managed by Stillwater Sciences. Brown and Caldwell will provide all engineering services.

- **Bid Assistance:** This involves assisting the District with responses to bidder questions and reviewing bids for responsiveness.
 - Includes response to up to fifteen (15) bid questions.
 - Includes review of up to six (6) bids for responsiveness.
- **Engineering Services During Construction (ESDC):** This involves review and response to contractor submittals and requests for information (RFI), and construction site visits.
 - Includes response to up to thirty (30) contractor submittals.
 - Includes response to up to ten (10) contractor RFIs.
 - Includes up to eight (8) site visits during construction for one (1) Brown and Caldwell staff member per visit.
 - Includes up to eight (8) one-hour coordination meetings during construction for three (3) Brown and Caldwell staff members per meeting.

Meetings

- *Maximum of eight (8) as-needed remote (i.e., video conference) coordination meetings.*
- *Maximum of eight (8) site visits, one (1) Brown and Caldwell staff per visit.*

Deliverables

- *Up to fifteen (15) bid question responses*
- *Up to six (6) reviews of bids for responsiveness*
- *Up to thirty (30) contractor submittal responses*
- *Up to ten (10) contractor RFI responses*
- *Up to eight (8) site visits*
- *Up to eight (8) virtual meetings*

Task 4. Lake Henshaw Oxygenation Pilot Study Operation and Analysis

Task 4 will be conducted by Stillwater Sciences and Brown and Caldwell to support the District during the pilot study operation and analyze the results of test scenarios through the following activities:

- **System commissioning and startup** – Brown and Caldwell coordination with the equipment supplier and contractor during commissioning and startup testing of the oxygenation equipment. Brown and Caldwell engineer will be onsite for eight (8) hours for three (3) consecutive days.
- **Physical system monitoring** – Brown and Caldwell will conduct weekly site visits during the first four weeks of operation and approximately every other week afterwards for seven months (up to a total of 20 site visits) to do a visual inspection with a checklist to verify that the system is functioning, no apparent leaks are present, and no damage has occurred to physical components. Stillwater Sciences Project Manager will participate in one of the weekly site visits in Spring 2025. This work does not include inspecting underwater components.

- **Water quality monitoring**
 - Brown and Caldwell will coordinate with vendor for deployment and remote monitoring of three (3) multiparameter sondes attached to buoys.
- **Data analysis and evaluation**
 - Stillwater Sciences will produce, and Brown and Caldwell will review, charts and graphs for monthly updates and summary of each test period (maximum of six (6) test periods), including charts and graphs depicting twelve (12) sets of discrete data for algae, cyanotoxins, and nutrients.
 - Brown and Caldwell will undertake additional data analysis for twenty-eight (28) weekly DO and Temperature data sets, and six (6) synoptic study DO and Temperature data sets.
 - Evaluation of each test scenario to inform future test scenarios
- **Monthly progress meetings** – prepare and provide updates at each meeting (total of eight (8) meetings)
- **Draft and Final report**
 - Detailed summary of the test equipment, plan, results, and recommendations
 - Internal QC review and word processing.
 - Does not include cost estimates for permanent system
- **Assumptions**
 - Report development to be led by Stillwater Sciences with support from Brown and Caldwell.
 - Monthly meetings, presentations, and meeting minutes to be led by Stillwater Sciences with support from Brown and Caldwell.
 - Laboratory analysis, sampling equipment, analyzers, and other costs not included in this scope of work will be billed directly to the District by the respective vendors.
 - Lake access will be coordinated with, and provided by, the District.
 - No geotechnical work is included.
 - Synthesis of continuous data monitoring with discrete data from field measurements and laboratory reports to be performed by Stillwater Sciences.
 - Weekly vertical profiles for DO and temperature at six (6) lake locations to be conducted by the District.
 - Grab sample collection twice per test scenario at six (6) lake locations to be conducted by the District.
 - Lab coordination to be conducted by the District.
 - Synoptic surveys (grid pattern of vertical temperature and DO profiles) conducted at the end of each test scenario for a total of six surveys to be conducted by the District.
 - Data for use in Brown and Caldwell’s additional data analysis will be provided to Brown and Caldwell in Excel or CSV file format and in a set, agreed-upon spreadsheet format which does not change through the duration of the project. Raw data entry and management are not included in this scope item.

Meetings

- *Eight (8) monthly remote (i.e., video conference) technical team coordination meetings to discuss pilot study status.*
- *Site visits*
 - *Field engineer – twenty (20) weekly site visits after start-up*
 - *Lead engineer and field engineer – Three (3) days during start-up*
 - *Lead engineer – one visit during trial period, two (2) days total*

Deliverables

- *Draft and Final Report describing results of the pilot study*

Task 5. Project Management

This task includes all aspects of project management for Phase III of the Lake Henshaw and Lake Wohlford HABs Management and Mitigation project, and will involve the following activities (Stillwater Sciences):

- *Progress Meetings* – Key team members will participate in progress teleconferences with District and Escondido staff. Meetings will include a review of progress, discussion of items requiring feedback, list of outstanding issues requiring resolution, status of scope, schedule and budget, and review of risks. The meetings will be managed by Dr. Singer.
- *Progress Reports* – Progress reports will be prepared and submitted each month. The monthly progress reports will be clear and concise to facilitate quick understanding of key project achievements, status and critical issues. The monthly progress reports will include:
 - Assessment of actual versus planned progress in completing the Scope of Services, including a description of the tasks and deliverables completed to date.
 - For each task, the percentage of services performed versus the percentage of fees incurred for such task, and explanation of any significant variances in percentage of services performed compared to percentage of fees incurred.
 - For each task, the percentage of the fees incurred for such task compared to dollar amount allocated to such task.
 - Look-ahead schedule listing deliverables and activities planned for the next month.
 - Summary of any proposed changes to the Scope of Services including justifications for such changes.
 - Action Items and Decision Log – This log will document action items and project concerns and issues throughout the Project duration that require resolution by the District and/or the Stillwater Sciences Team.
- *Meeting Agendas and Minutes* – The agenda for meetings will be provided at least three (3) business days prior to the meetings and the minutes within five (5) business days after the meetings. The minutes will focus on decisions made and open action items.

Meetings

- *Up to five 1-hr remote (i.e., video conference) Progress Meetings in 2024, and up to twelve 1-hr remote (i.e., video conference) Progress Meetings in 2025, with District, Escondido, Indian Bands' representative, Stillwater PM, Stillwater Deputy Project Manager (DPM), and Brown and Caldwell technical team members, as needed. Note that budget for Brown and Caldwell meeting participation is covered under Task 4.*

Deliverables

- *Progress Meeting agendas and notes, monthly invoices*

Exhibit B Budget and Fee Schedule

Labor Class	Annual rate escalation		Task 1	Task 2 Field Trial	Task 3 Engineering	Task 4 Field Trial	Task 5 PM	Task 5 PM	Contingency	TOTAL	LABOR
	Rate	Rate	Permitting	Implementation	Services During	Operation and					
	2024	2025	CY 2024	CY 2024	CY 2025	CY 2025					
Project Director	\$ 270.00	\$ 281.00	4	0	0	2	0	0	0	6	\$1,642
Project Manager	\$ 270.00	\$ 281.00	44	42	16	110	22	42	12	288	\$79,608
Statistician	\$ 225.00	\$ 234.00	0	0	0	96	0	0	0	96	\$22,464
Permitting Specialist	\$ 210.00	\$ 218.00	22	0	0	0	0	0	36	58	\$12,180
Permitting Specialist	\$ 168.00	\$ 175.00	148	0	0	0	0	0	60	208	\$34,944
Document Production Lead	\$ 168.00	\$ 175.00	4	0	0	8	0	0	12	24	\$4,088
Deputy Project Manager	\$ 135.00	\$ 140.00	28	18	0	124	22	42	16	250	\$34,580
Document Production	\$ 125.00	\$ 130.00	4	0	0	4	0	0	12	20	\$2,520
Staff Scientist	\$ 115.00	\$ 120.00	208	0	0	56	0	0	40	304	\$35,240
Project Accountant	\$ 115.00	\$ 120.00	0	0	0	0	10	24	40	74	\$8,630
TOTAL STILLWATER HOURS			462	60	16	400	54	108	228	1328	
TOTAL STILLWATER LABOR COST			\$71,316	\$13,770	\$4,496	\$79,936	\$10,060	\$20,562	\$35,756		\$235,896
SUBCONTRACTOR LABOR											
Project Manager	\$ 230.00	\$ 239.00	0	105	34	93	0	0	0	232	\$54,503
Process Engineer	\$ 318.00	\$ 330.00	0	20	13	96	0	0	0	129	\$42,330
Project Engineer	\$ 192.00	\$ 199.00	0	28	6	8	0	0	0	42	\$8,162
Mechanical Engineer/Field Engin	\$ 143.00	\$ 148.00	0	120	86	234	0	0	0	440	\$64,520
Electrical Engineer	\$ 289.00	\$ 300.00	0	137.5	58	0	0	0	0	195.5	\$57,138
I&C	\$ 232.00	\$ 241.00	0	61.5	32	0	0	0	0	93.5	\$21,980
Civil Engineer	\$ 174.00	\$ 180.00	0	101.5	32	0	0	0	0	133.5	\$23,421
QC Mechanical	\$ 253.00	\$ 263.00	0	9	0	0	0	0	0	9	\$2,277
QC Electrical	\$ 320.00	\$ 332.00	0	10.5	0	0	0	0	0	10.5	\$3,360
QC I&C	\$ 273.00	\$ 283.00	0	6.5	0	0	0	0	0	6.5	\$1,775
QC Civil	\$ 283.00	\$ 294.00	0	13.5	0	0	0	0	0	13.5	\$3,821
CAD (Civil)	\$ 234.00	\$ 243.00	0	0	0	26	0	0	0	26	\$6,318
CAD (Electrical/I&C)	\$ 184.00	\$ 192.00	0	0	0	86	0	0	0	86	\$16,512
CAD (Civil)	\$ 148.00	\$ 153.00	0	47.5	0	0	0	0	0	47.5	\$7,030
CAD (Electrical/I&C)	\$ 151.00	\$ 157.00	0	84	0	0	0	0	0	84	\$12,684
CAD (Mechanical)	\$ 140.00	\$ 145.00	0	21	0	0	0	0	0	21	\$2,940
CAD (QC)	\$ 228.00	\$ 237.00	0	22	0	0	0	0	0	22	\$5,016
Lead Estimator + Estimator	\$ 250.86	\$ 260.89	0	26.7085	0	0	0	0	0	26.7085	\$6,700
Project Accountant	\$ 163.00	\$ 141.00	0	12	3	10	0	0	0	25	\$3,789
Project Biller	\$ 112.00	\$ 116.00	0	12	3	10	0	0	0	25	\$2,852
WP	\$ 141.00	\$ 146.00	0	32	0	10	0	0	0	42	\$5,972
TOTAL SUBCONTRACTOR HOURS			0	870.2085	267	573	0	0	0	1710.209	\$353,099
SUBCONTRACTOR LABOR MARK-UP			\$0	\$17,813	\$5,798	\$11,699	\$0	\$0	\$0		\$35,310
TOTAL SUBCONTRACTOR LABOR COST			\$0	\$195,939	\$63,779	\$128,690	\$0	\$0	\$0		\$388,408
TOTAL LABOR COST			\$71,316	\$209,709	\$68,275	\$208,626	\$10,060	\$20,562	\$35,756		\$624,304

	Task 1 Permitting	Task 2 Field Trial Implementation	Task 3 Engineering Services During Construction	Task 4 Field Trial Operation and Analysis	Task 5 PM Units	Task 5 PM Units	Contingency Units	Total Units	Cost
STILLWATER EXPENSES:	Units	Units	Units	Units	Units	Units	Units		
Rental Vehicle SUV-Standard (Day)+Fuel	2	0	0	2	0	0	0	4	\$444
TRAVEL (AIR/Day):	0	0	0	0	0	0	0	0	\$0
LODGING (pp per day):	2	0	0	1	0	0	0	3	\$525
MEALS (pp per day):	4	0	0	2	0	0	0	6	\$444
MISCELLANEOUS (Lab, etc.)	0	0	0	0	0	0	0	0	\$0
MISCELLANEOUS	0	0	0	0	0	0	0	0	\$0
Contingency	0	0	0	0	0	0	0	0	\$0
Tablet, Field Data Collector (daily)	1	0	0	0	0	0	0	1	\$15
STILLWATER EXPENSES COST:	\$883	\$0	\$0	\$545	\$0	\$0	\$0		\$1,428
ODC MARK-UP:	\$88	\$0	\$0	\$55	\$0	\$0	\$0		\$143
SUBCONTRACTOR EXPENSES:									
TRAVEL	0	10	10	28	0	0	0	48	\$4,800
SUBCONTRACTOR EXPENSES COST:	\$0	\$16,670	\$1,000	\$2,800	\$0	\$0	\$0		\$20,470
SUB. EXPENSES MARK-UP	\$0	\$500	\$30	\$84	\$0	\$0	\$0		\$614
TOTAL EXPENSES:	\$971	\$17,170	\$1,030	\$3,484	\$0	\$0	\$0		\$22,655
PROJECT COST:	\$72,287	\$226,879	\$69,305	\$212,110	\$10,060	\$20,562	\$35,756		\$646,959

Exhibit C Schedule

Project Phase and Task	2024					2025											
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Phase III Lake Henshaw Oxygenation Field Trial																	
Task 1 Lake Henshaw Oxygenation Field Trial Permitting																	
Agency Coordination																	
Nationwide Permit (NWP) Application Package to USACE				ad	d		agency review	f									
Biological Resources Evaluation (BRE)			d	f													
Application Package for CDFW Lake and Streambed Alteration Agreement (LSA)				ad	d		agency review	f									
USFWS Technical Assistance Letter				ad	d		agency review	f									
Water Quality Certification (WQC) Application Package to Regional Board				ad	d		agency review	f									
Task 2 Lake Henshaw Oxygenation Field Trial Implementation																	
SDG&E Coordination - Design Drawings	d	f															
Early Procurement by District																	
Site Survey and Site Walk																	
Bid Package Development		d	d	f													
District Bidding Process																	
Task 3 Engineering Services During Lake Henshaw Oxygenation Field Trial Construction																	
Submittal Review																	
RFI Response																	
Site Visits and Meetings																	
Task 4 Lake Henshaw Oxygenation Field Trial Operation and Analysis																	
System Commissioning and Startup																	
Physical System Monitoring																	
Water Quality Monitoring																	
Data Analysis and Evaluation																	
Monthly Meetings																	
Draft and Final Report																d	f
Task 5 Project Management																	
Communications, progress reports, monthly invoices																	

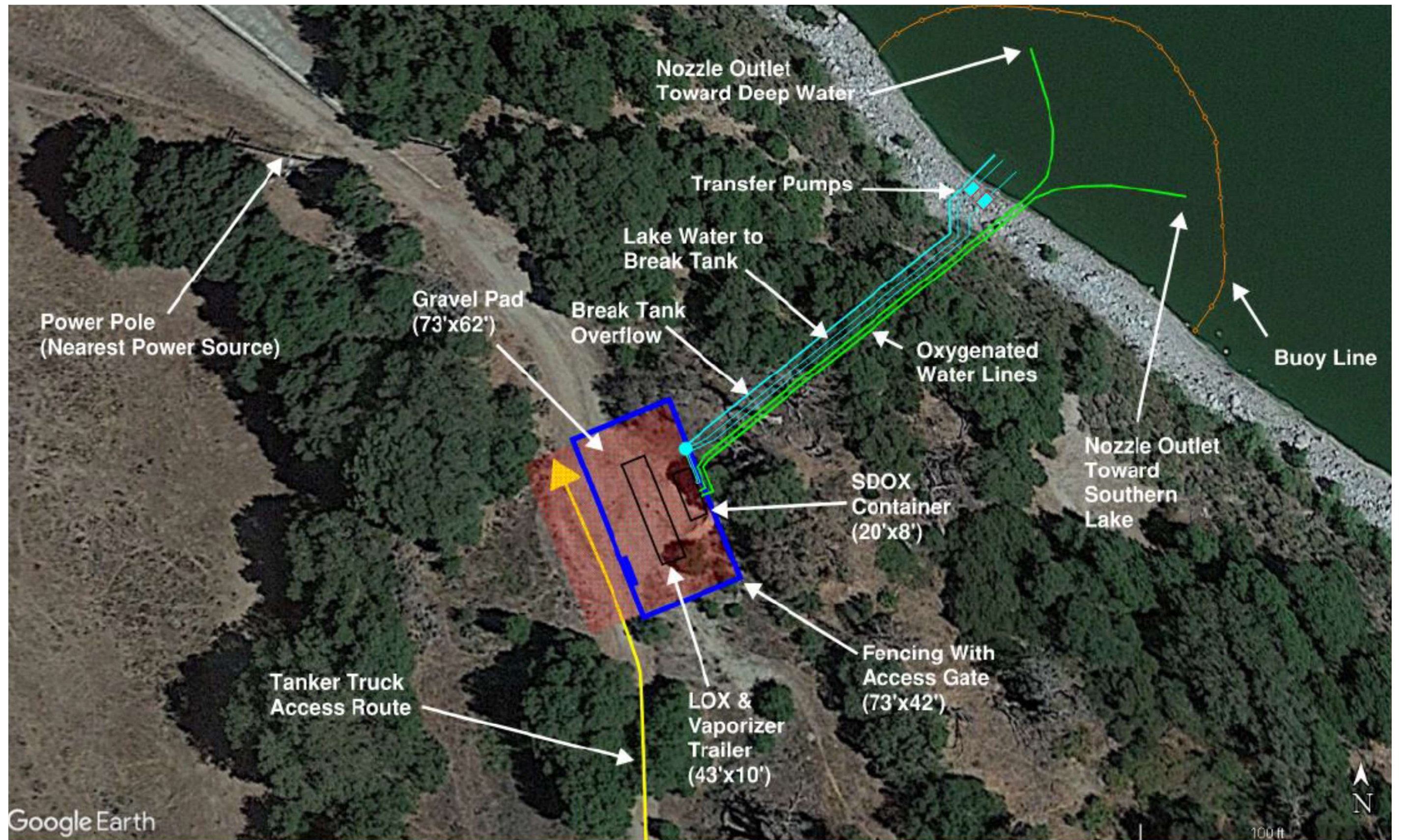
*Schedule is approximate and may be affected by outside entities such as resource agencies, SDG&E, equipment suppliers, and contractors.

ad' indicates an administrative draft document

d' indicates a draft document

f' indicates a final document

Pilot Study Site Map





STAFF REPORT

Board Meeting Date: August 21, 2024
Prepared By: Brett Hodgkiss

SUBJECT: CALIFORNIA SPECIAL DISTRICTS ASSOCIATION COMMITTEE AND EXPERT FEEDBACK TEAM NOMINATIONS FOR 2025

RECOMMENDATION: Consider nominations to California Special Districts Association committees and expert feedback teams for 2025.

PRIOR BOARD ACTION: At its September 6, 2023 meeting, the Board made nominations to California Special Districts Association (CSDA) committees and expert feedback teams for 2024 as follows: Director MacKenzie to the Legislative and the Member Services committees; Director Sanchez to the Professional Development Committee; Shallako Goodrick to the Fiscal Committee and the Revenue Expert Feedback Team; Phil Zamora to the Human Resources and Personnel Expert Feedback Team; and Elizabeth Mitchell to the Legal Expert Feedback Team.

FISCAL IMPACT: Undetermined amount for expenses should Vista Irrigation District directors or staff be appointed to CSDA Committees.

SUMMARY: CSDA is soliciting nominations for Committee and Expert Feedback Team participation for 2025. CSDA has indicated that it needs active participants who are able to expend the time to provide their expertise in directing the organization's activities and policies. Committee and Expert Feedback Team participation is open to both Board and staff members. Director MacKenzie currently serves on the CSDA Board of Directors as well as the Legislative and the Membership Services committees; Director Sanchez currently serves on the Professional Development Committee; Director of Administration Shallako Goodrick serves on the Fiscal Committee and Revenue Expert Feedback Team; Human Resources Manager Phil Zamora serves on the Human Resources and Personnel Expert Feedback Team; and Elizabeth Mitchell to the Legal Expert Feedback Team.

DETAILED REPORT: See the attached CSDA "Get Involved" participation overview and Committee descriptions for more detailed information. Nominations for Committee and Expert Feedback Team appointments must be submitted on-line no later than Friday, October 4, 2024. Selected participants will be notified by the end of November 2024; Committee participation will begin in January 2025.

Nominations will be considered for the following Committees:

- Legislative (space is limited)
 - *Alternative Option: Legislative Distribution List (no meetings required)*
- Professional Development
- Member Services
- Audit
- Elections and Bylaws
- Fiscal

The “Expert Feedback Team” members will be asked for input when input is needed on a particular policy matter. Team members will only be called upon to reply by e-mail with their thoughts, opinions and experiences. There will be no requirement to travel.

Expert Feedback Teams include:

- Environment
- Revenue
- Formation and Reorganization
- Governance
- Human Resources and Personnel
- Public Works and Facilities
- Legal

ATTACHMENTS:

- CSDA Announcement
- “Get Involved” (participation overview)
- CSDA Committees (descriptions)

2025 CSDA Committee & Expert Feedback Team Interest Forms are Now Available!

Committee & Expert Feedback Teams



2025 committee interest forms can be submitted ONLINE at [CSDA.net](https://www.csdanet.org)!

CSDA's strength and effectiveness as an organization is directly related to our ability to involve members in the work of the association. Special districts board members and staff, as well as business affiliates bring tremendous talents and energy to CSDA and to the issues that concern special districts in California.

With this in mind, we are asking for volunteers to participate and contribute on one or more of our committees and/or expert feedback teams to assist in shaping CSDA. **If you or any others from your district or company would like to get involved with CSDA, please go to our Get Involved page at [CSDA.net](https://www.csdanet.org) to view a complete list of committees and expectations for committee member service.**

Committees need dedicated participants who can expend the time to provide their expertise in directing the activities and policies of CSDA. CSDA does not reimburse for committee related travel expenses.

Expert Feedback Teams provide input to CSDA advocacy staff on specific areas of public policy facing special districts. Team members need only reply to periodic emails with their thoughts, opinions, and experiences. Expert feedback team members will not be required to travel; they should expect to receive a handful of e-mails each month and, on rare occasions, they may be contacted by phone.

How to Submit Your 2025 CSDA Committee Selections:

Please login to the CSDA website to view a complete list of committees, expectations for serving and to submit your committee interest form online.

Committee interest forms must be filled out by **5:00 PM on October 4, 2024**. The selection and ratification of CSDA's 2024 committees will take place in November 2024 and selected participants will be notified by the end of November. Committee participation begins in January 2025.

Thank you for your continued support of CSDA!

Get Involved

Get more out of membership by becoming more involved. Below are some ways you can support the strength and effectiveness of CSDA while growing relationships within the association. We encourage the participation from member agencies as well as Business Affiliates.

CSDA Committees play a key role in establishing the direction and priorities of the association. Committee involvement is crucial to the success of activities and the development of CSDA. Each committee requires certain [time commitments and attendance](#).

- Legislative Committee: Develops CSDA's legislative agenda.
- Professional Development Committee: Provides direction for professional development and events.
- Member Services Committee: Supports member recruitment and retention efforts.
- Audit Committee: Maintains and updates internal controls.
- Elections & Bylaws Committee: Conducts annual elections and occasional bylaws reviews.
- Fiscal Committee: Oversees the financial direction of the organization.

Expert Feedback Teams allow CSDA to quickly and effectively gauge the impact new laws may have on special districts. If you have firsthand experience in one or more of the areas below, please join a CSDA's Expert Feedback Team. Teams include: Environment, Revenue, Formation and Reorganization, Governance, Human Resources and Personnel, Public Works and Facilities, and Legal.

Legislative Distribution List: email correspondence sent to individuals to provide participants the opportunity to give feedback on issues before the Legislative Committee meets. This is a great way to stay informed of CSDA's legislative efforts without the time and travel commitment of serving as a member of the committee.

[California Special Districts magazine](#) & [CSDA eNews](#) article ideas are always welcome from our members. Please send to Member Services at membership@csda.net.

Interested in presenting a workshop, webinar, or conference session? Contact [Megan Hemming](#) for details and deadlines.

CSDA Chapters provide opportunities to get involved locally in [affiliated chapters](#).

Committees

CSDA Committees

CSDA relies on the participation of our members in order to guide the association. Committee involvement is crucial to the success of activities and the development of CSDA policies. The talent and energy of the individuals who serve on CSDA's committees and to the issues that concern special districts in California are the critical components of CSDA's success.

Legislative Committee (space is limited):

Develops CSDA's legislative agenda; reviews, directs, and assists with legislative/public policy issues.

Commitment: Meets six to seven times annually. Committee members must additionally attend CSDA's Special Districts Legislative Days in Sacramento, CA and Annual Conference, and are also invited to the legislative planning session.

Working Groups: Each legislative committee member will be assigned to one or two working groups. Working groups include: environment, formation and reorganization, governance, human resources and personnel, public works and facilities, and revenue.

Professional Development Committee: Plans, organizes, and directs the professional development and events for CSDA.

Commitment: Meets at least twice annually.

Member Services Committee: Responsible for recruitment of new members, member retention, development of new member benefits and review of current programs.

Commitment: Meets at least twice annually.

Audit Committee: Responsible for maintaining and updating internal controls. Provides guidance to auditors regarding possible audit and fraud risks.

Commitment: May meet with auditors prior to the commencement of the audit, when audit is completed, and possibly one meeting during the auditing process. Financial experience preferred.

Elections & Bylaws Committee: Conducts annual elections and occasionally reviews bylaws upon request of the CSDA Board, members, or as needed.

Commitment: Minimum of one meeting annually.

Fiscal Committee: Oversees the financial direction of the organization including budget review and implementation.

Commitment: Meets at least three times annually. Financial experience preferred.



Agenda Item: 9

STAFF REPORT

Board Meeting Date: August 21, 2024
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: 10.A

Board Meeting Date: August 21, 2024
Prepared By: Ranae Ogilvie
Approved By: Brett Hodgkiss

SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS

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



STAFF REPORT

Agenda Item: 10.B

Board Meeting Date: August 21, 2024
Prepared By: Ramea Ogilvie
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	Dedication & Tour of City of Escondido’s Membrane Filtration and Reverse Osmosis Water Treatment Plant <i>August 28, 2024; 2:00 p.m. – 3:00 p.m.; City of Escondido’s Operational Plant</i> <i>Registration deadline: 8/21/2024 at Noon</i>	
2*	Vista Chamber Government Affairs <i>Sept. 5, 2024; 12:00 p.m. – 1:30 p.m.; The Film Hub, Vista</i> <i>Reservation deadline: None</i>	Kuchinsky ◇
3	CSDA Annual Conference <i>Sept. 9-12, 2024; Indian Wells</i> <i>Early Registration deadline: 8/21/2024; Cancellation deadline: 8/21/2024</i>	MacKenzie (R, H) Sanchez (R, H)
4*	Vista Chamber Government Affairs <i>Oct. 3, 2024; 12:00 p.m. – 1:30 p.m.; The Film Hub, Vista</i> <i>Reservation deadline: None</i>	Kuchinsky ◇
5	Seventh Annual Western Groundwater Congress: <i>The Mountains are Calling</i> (Groundwater Resources Association of California) <i>Oct. 7-9, 2024; Lake Tahoe</i> <i>Early Registration deadline: 8/30/2024; Cancellation deadline: 9/6/2024</i>	
6	ACWA Region 10 Event <i>Oct. 15, 2024; 10:00 a.m.; Yorba Linda Water District</i> <i>Registration deadline: TBD</i>	Sanchez Kuchinsky (T)
7	CALAFCO Annual Conference <i>Oct. 16-18, 2024; Tenaya Lodge, Yosemite</i> <i>Registration deadline: TBD</i>	
8*	Vista Chamber Government Affairs <i>Nov. 7, 2024; 12:00 p.m. – 1:30 p.m.; The Film Hub, Vista</i> <i>Reservation deadline: None</i>	Kuchinsky ◇
9	Southern California Water Coalition: 40th Anniversary Annual Meeting & Dinner <i>Nov. 7, 2024; Time: TBD; Newport Beach</i> <i>Reservation deadline: TBD</i>	
10	CSDA Quarterly Meeting <i>November 21, 2024; 6:00 p.m.; The Butcher Shop, Kearny Mesa</i> <i>Reservation deadline: TBD</i>	
11	ACWA Fall Conference <i>Dec. 3-5, 2024; Palm Desert</i> <i>Registration deadline: 11/15/2024; Cancellation deadline: 11/15/2024</i>	
12 *	Vista Chamber Government Affairs <i>Dec. 5, 2024; 12:00 p.m. – 1:30 p.m.; The Film Hub, Vista</i> <i>Reservation deadline: None</i>	Kuchinsky ◇
13	Colorado River Water Users Association Conference <i>Dec. 4-6, 2024; Paris Hotel, Las Vegas</i> <i>Registration deadline: TBD; Cancellation deadline: TBD</i>	Miller

* 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; ◇=Attendee to Self-Register



STAFF REPORT

Board Meeting Date: August 21, 2024
Prepared By: Brett Hodgkiss

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:

- Rules and Regulations Section 1.5.1, Director's Compensation (September)
- Communication and Engagement Plan
- Edg Hill Reservoir and Pump Station ribbon cutting ceremony



Agenda Item: 12

STAFF REPORT

Board Meeting Date: August 21, 2024
Prepared By: Ranae Ogilvie

SUBJECT: COMMENTS BY DIRECTORS

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



Agenda Item: 13

STAFF REPORT

Board Meeting Date: August 21, 2024
Prepared By: Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL COUNSEL

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



Agenda Item: 14

STAFF REPORT

Board Meeting Date: August 21, 2024
Prepared By: Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL MANAGER

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