

AGENDA FOR A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, NOVEMBER 7, 2018, AT 5:00 P.M.  
AT THE DISTRICT OFFICE  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT HERNANDEZ

PLEDGE OF ALLEGIANCE

ROLL CALL

In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. An emergency is defined as a work stoppage; a crippling disaster; or other activity which severely imperils public health, safety, or both. Also, items which arise after the posting of the Agenda may be added by a two-thirds vote of the Board of Directors.

ADOPT AGENDA FOR THE REGULAR MEETING OF NOVEMBER 7, 2018

PUBLIC COMMENT

Persons wishing to address a matter not on the Agenda may be heard at this time; however, no action will be taken until the matter is placed on a future agenda in accordance with Board policy. Public comments are limited to three minutes. A Request to Speak form is required to be submitted to the Executive Secretary prior to the start of the meeting, if possible. Public comment should start by stating name, address and topic. The Board is not permitted during this time to enter into a dialogue with the speaker.

NOTICE TO THE PUBLIC

All matters listed under the Consent Calendar will be voted upon by one motion. There will be no separate discussion of these items, unless a Board member or member of the public requests that a particular item(s) be removed from the Consent Calendar, in which case it will be considered separately under Action Items.

CONSENT CALENDAR

1.1 APPROVAL OF MINUTES (pp. 5-13)

A. REGULAR BOARD MEETING – OCTOBER 17, 2018

*Approved minutes become a permanent public record of the District.*

**Recommendation: Approve Minutes**

1.2 WARRANT LIST THROUGH NOVEMBER 7, 2018 – \$5,488,638.89 (pp. 14-16)

**Recommendation: Approve Warrant List**

- 1.3 CONSTRUCTION CONTRACT ACCEPTANCE OF FULTON ROAD, NCTD EASEMENT, LAURELS SUBDIVISION – SEWER LINING AND REPAIRS (pp. 17-21)

*All construction has been completed.*

**Recommendation: 1) Accept Project; 2) Authorize Filing Notice of Completion and Release of Retention Funds**

- 1.4 FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS FOR BORDEN ROAD 22 (BORDEN ROAD 22, LLC) (pp. 22-24)

*Installation of water and sewer facilities has been completed.*

**Recommendation: 1) Accept Project Improvements; 2) Approve Filing Notice of Completion**

\*\*\*\*\*END OF CONSENT CALENDAR\*\*\*\*\*

ACTION ITEMS

- 2.1 EMERALD HEIGHTS HOMEOWNERS ASSOCIATION WATER SERVICE CONCERNS (pp. 25-29)

*Discussion on the Emerald Heights Homeowners Association's concerns regarding water rate increases, water meter relocations, and brush and road maintenance responsibilities.*

**Recommendation: Request Board direction**

- 2.2 UPDATE ON THE CONSTRUCTION OF BOARDROOM AUDIOVISUAL AND LIGHTING UPGRADES PROJECT (pp. 30-31)

Boardroom project includes upgrades to video displays, AV sources, audio equipment, archival video recording and streaming, and AV control system.

**Recommendation: For information Only**

- 2.3 REVISIONS TO EMPLOYEE RECOGNITION PROGRAM (pp. 32-39)

*The District's Employee Recognition Program recognizes employees for their personal and team contributions in support of the District's mission and vision.*

**Recommendation: 1) Adopt resolution approving a Gainsharing Program; 2) Approve proposed revisions to the Employee Recognition Program in the Employee Handbook**

2.4 CONSTRUCTION CONTRACT AWARD FOR PALOS VISTA PUMP STATION  
ELECTRIC GENERATOR (pp. 40-43)

*The pump station currently does not have a permanent generator for emergency power.*

**Recommendation:**        **1) Reject the protest letter from Baker Electric as without merit; 2) Authorize the General Manager to execute a construction contract with Bergelectric in the amount of \$180,321.00, subject to provisions of the contract.**

2.5 PROJECT ACCEPTANCE OF STARGAZE COURT AND RIVER RUN CIRCLE  
WATER LINE REHABILITATION (pp. 44-47)

*All construction was completed on September 6, 2018.*

**Recommendation:**        **1) Increase budget by \$56,740.00; 2) Accept project and authorize Filing Notice of Completion and release of retention funds and disputed funds**

**\*\*\*\*\*END OF ACTION ITEMS\*\*\*\*\***

REPORTS

3.1 GENERAL MANAGER

3.2 DISTRICT LEGAL COUNSEL

3.3 SAN DIEGO COUNTY WATER AUTHORITY

3.4 ENCINA WASTEWATER AUTHORITY  
- *Capital Improvement Committee*  
- *Policy and Finance Committee*

3.5 STANDING COMMITTEES

3.6 DIRECTORS    REPORTS    ON    MEETINGS/CONFERENCES/SEMINARS  
ATTENDED

**\*\*\*\*\*END OF REPORTS\*\*\*\*\***

OTHER BUSINESS

4.1 QUARTERLY BOARD EXPENSES (pp. 48-50)

**Recommendation:**        **For Information Only**

4.2 MEETINGS (pp. 51)

**North County Excellence in Economic Development Awards Luncheon**  
December 7, 2018 – California State University San Marcos

\*\*\*\*\*END OF OTHER BUSINESS\*\*\*\*\*

5.1 DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

\*\*\*\*\*END OF DIRECTORS COMMENTS/FUTURE AGENDA ITEMS\*\*\*\*\*

6.1 ADJOURNMENT

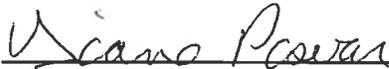
\*\*\*\*\*END OF AGENDA\*\*\*\*\*

If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the Executive Secretary at 760.744.0460 ext. 264 at least 48 hours prior to the meeting.

Audio and video recordings of all Board meetings are available to the public at the District website [www.vwd.org](http://www.vwd.org)

AFFIDAVIT OF POSTING

I, Diane Posvar, Executive Secretary of the Vallecitos Water District, hereby certify that I caused the posting of this Agenda in the outside display case at the District office, 201 Vallecitos de Oro, San Marcos, California by 5:00 p.m., Friday, November 2, 2018.

  
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Diane Posvar

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, OCTOBER 17, 2018, AT 5:00 PM AT THE DISTRICT OFFICE,  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Hernandez called the Regular meeting to order at the hour of 5:00 p.m.

President Hernandez led the pledge of allegiance.

Present: Director Elitharp  
Director Martin  
Director Sannella  
Director Hernandez

Absent: Director Evans

Staff Present: General Manager Pruum  
Legal Counsel Gilpin  
Administrative Services Manager Emmanuel  
District Engineer Gumpel  
Operations & Maintenance Manager Pedrazzi  
Capital Facilities Senior Engineer Hubbard  
Development Services Senior Engineer Scholl  
Public Information/Conservation Supervisor Robbins  
Executive Secretary Posvar

ADOPT AGENDA FOR THE REGULAR MEETING OF OCTOBER 17, 2018

18-10-04 MOTION WAS MADE by Director Martin, seconded by Director Elitharp, and carried unanimously, with Director Evans absent, to adopt the agenda for the Regular Board Meeting of October 17, 2018.

PRESENTATION

Public Information/Conservation Supervisor Chris Robbins presented a video, "Imagine A Day Without Water," created by staff as part of the national effort to raise awareness, educate communities and a call for action to invest in our nation's water infrastructure.

PUBLIC COMMENT

Dan Cannon, President of the Emerald Heights Homeowners Association (Association), addressed the Board regarding Tier 3 pricing the Association has been experiencing with several of their meters and the need for brush management and repairs to the easement road which the District utilizes. During a meeting with District staff on July 11, 2018, the Association Board requested the District's assistance in swapping four 2-inch irrigation meters with four 1½-inch meters to help reduce costs and avoid getting into Tier 3 pricing. He stated the request was denied. He further stated the Association

requested the District maintain and perform weed abatement on the easement road leading to the water tanks and the emergency access gate at the north end of Woodland Parkway. Mr. Cannon distributed a letter concerning these issues to the Board.

President Hernandez requested this issue be placed on the agenda for the November 7 Board meeting for further discussion.

George Van Hasselt, member of the public, commented that approximately one year ago the Board praised the Emerald Heights Homeowners Association for their conservation efforts. He stated it would be in the interest of good faith for the District to help them keep their water bill down and be genuinely concerned about serving the public. He stated the access road is included in the easement agreement and is mostly used by the District. The Association feels the District should share in the cost of maintenance and brush management of the easement road. He thanked the Board.

Mike Hunsaker, member of the public, addressed the Board stating he is the President of the Twin Oaks Valley Property Owners Association. He expressed his concern regarding the increasing amounts of water Metropolitan Water District is taking out of the Colorado River, and that Lake Powell and Lake Mead are being drained to keep the Lake Mead Reservoir level up to avoid national implications on shortages. He stated the average cost per acre foot of water in California is almost \$2,000 compared to \$40,000 per acre foot in Denver, an area prone to hyper development and drought. He believes these water shortages should be handled much more forthrightly and the protestations from various groups that we have enough water for 2019 is not enough. We should be looking ahead to 2020 and beyond. We do not have the water. Our average rain fall has decreased from 19 inches per year to 10 inches, and last year it was 3 inches. We must keep overdevelopment under control, manage water better, and have individual meters on every apartment. He praised Golden Door for their successful drive in getting 117,000 signatures in 20 days. He thanked the Board.

### CONSENT CALENDAR

18-10-05 MOTION WAS MADE by Director Martin, seconded by Director Sannella, and carried unanimously, with Director Evans absent, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

A. Regular Board Meeting – October 3, 2018

1.2 Warrant List through October 17, 2018 - \$1,247,412.29

1.3 Financial Reports

- A. Water Meter Count – September 30, 2018
- B. Water Production/Sales Report – 2018/2019
- C. Per Capita Water Consumption – September 30, 2018
- D. Quarterly Financial Report – September 30, 2018
- E. Water Revenue and Expense Report – September 30, 2018
- F. Sewer Revenue and Expense Report – September 30, 2018
- G. Reserve Funds Activity – September 30, 2018
- H. Investment Report – September 30, 2018
- I. Legal Fees Summary – September 30, 2018

1.4 Operations & Maintenance Metrics Quarterly Report – September 30, 2018

ACTION ITEMS

APPROVAL OF AS-NEEDED ENGINEERING SERVICES AGREEMENT FOR V&A CONSULTING ENGINEERS

District Engineer Gumpel stated the District will be embarking in asset management which will include condition assessment of its existing pipes. Staff has selected V&A Consulting Engineers (V&A) for as-needed engineering services in this process as V&A is very experienced with emerging technologies such as in-pipe tools, specializes in corrosion engineering, and has worked with District staff during the past year on asset management strategies. The as-needed engineering services of V&A would be smaller task items to help develop a program in which staff can perform repeat assessments of the ductile iron and steel mains over the next several years.

Staff recommended the Board authorize General Manager Pruim or his designee to enter into an as-needed consultant services agreement with V&A Consulting Engineers.

General discussion took place regarding the District's approved engineering firms and the dollar threshold for the Request For Proposal process as it pertains to as-needed service agreements.

18-10-06 MOTION WAS MADE by Director Martin, seconded by Director Elitharp, and carried unanimously, with Director Evans absent, to authorize General Manager Pruim or his designee to enter into an as-needed consultant services agreement with V&A Consulting Engineers.

DRAFT PROGRAM ENVIRONMENTAL IMPACT REPORT FOR THE 2018 WATER, WASTEWATER AND RECYCLED WATER MASTER PLAN

Development Services Senior Engineer Scholl stated staff is seeking the Board's approval for the circulation of the Draft Program Environmental Impact Report (PEIR) for public review. The PEIR assesses the environmental effects associated with the District's 2018 Master Plan. Upon conclusion of the public review, a Board workshop

will be scheduled to review the entire 2018 Master Plan environmental process.

General discussion took place.

Development Services Senior Engineer Scholl provided a presentation on the 2018 Master Plan Capital Improvement Program as follows:

- Final PEIR Process
- Master Plan Purpose & Goals
- Land Use
- Duty Factors
- Water Duty Factor Comparison with Past Master Plans
- Sewer Duty Factor Comparison with Past Master Plans
- Water and Wastewater Demand Projections
- 2018 Master Plan CIP Phasing
- Water and Wastewater Models
- 2018 Master Plan Water and Wastewater CIP
- CIP Cost Estimate Comparison
- CIP Costs per Phase – Current
- CEQA / PEIR Purpose
- PEIR Effects to be Analyzed
- Notice of Preparation
- Draft PEIR Public Review
- Previous Board Meetings
- Remaining Schedule

Question and answer took place during the presentation.

Staff recommended the Board approve initiation of the 45-day public review period for the Draft PEIR for the 2018 Water, Wastewater and Recycled Water Master Plan.

Mike Hunsaker, President of the Twin Oaks Valley Property Owners Association, addressed the Board stating his opinion that the Master Plan should still be called the 2014 Master Plan. Even though a portion has been updated, he believes the usage factors are very outdated and multi-family is not properly addressed because of the wide variability. SANDAG's figures and growth projections have been notoriously bad as it has been on its mass transit. Although they're required by SANDAG to be used for projections, using SANDAG's figures does not limit the District from making more realistic projections from there. He expressed his concerns about the calculation for multi-family and that it does not account for density bonuses, agricultural land use changes, and decreasing groundwater supplies. He stated all of these factors should be carefully considered. He thanked the Board.

18-10-07 MOTION WAS MADE by Director Martin, seconded by Director Elitharp,

and carried unanimously, with Director Evans absent, to approve initiation of the 45-day public review period for the Draft Program Environmental Impact Report.

#### AWARD OF PROFESSIONAL SERVICES AGREEMENT FOR THE GROUNDWATER BASIN STUDY

District Engineer Gumpel provided a brief history of what has taken place to date regarding the possibilities of using the San Marcos Groundwater Basin (Basin) as a new water resource for the District. On September 25, 2017 staff met with Woodward and Curran to discuss groundwater use alternatives and funding sources. Woodward and Curran proposed to evaluate three alternatives: 1) irrigation with groundwater for non-potable purposes with storage for blending with recycled water; 2) potable supply with construction of a groundwater desalter plant; and 3) groundwater basin recharge with advanced treated water from the Encina Water Pollution Control Facility. The original scope was pared down from mapping and determining the Basin's yield to reviewing and estimating the costs to develop each alternative as well as the legal and regulatory obstacles within the basin, funding sources, and estimating a cost per acre foot.

District Engineer Gumpel stated the award of a professional services agreement to Woodward and Curran was presented to the Board on December 6, 2017. The Board directed the item to the Engineering/Equipment Committee for further review and direction. The Committee recommended bringing the proposal for the revised scope to the Board for approval of a professional services agreement with Woodward and Curran in the amount of \$77,590.00 for evaluation of the San Marcos Groundwater Basin supply options.

General discussion took place regarding what information will be garnered from the study. District Engineer Gumpel clarified that the study will determine the cost, how much time would be necessary, and obstacles for each alternative.

18-10-08 MOTION WAS MADE by Director Martin, seconded by Director Elitharp, and carried unanimously, with Director Evans absent, to award a professional services agreement to Woodward and Curran in the amount of \$77,590.00 for evaluation of the San Marcos Groundwater Basin supply options.

#### SOUTH LAKE LEASE AGREEMENT

General Manager Pruim facilitated a presentation on the history of South Lake and the South Lake Lease Agreement (Agreement) between the District and the City of San Marcos (City) as follows:

- South Lake Reservoir

- South Lake Lease Agreement
- Recreational Improvements
- Maintenance, Cost & Liability
- Water Storage in Reservoir
- Requested Direction
- Recommendations

General Manager Pruim stated the City has requested a two-year extension to the provision in the Agreement pertaining to the construction of recreational improvements, giving the City until December 31, 2020 to complete those improvements. The City has assured the District that adequate funding has been set aside and believes the two-year extension would be sufficient time for the design, permitting process and construction of the amenities.

General Manager Pruim recommended the Board approve the City's request to grant the additional two years for the completion of the recreational improvements and suggested clarification of the language in some areas of the Agreement to include:

- The cost sharing language needs clarification as to who is responsible for what. The District should maintain its dam and facilities regardless if there are recreational amenities or not. The City should be responsible for the cost, liability and maintenance activities associated with maintaining the recreational amenities as necessary for public use.
- The District should be responsible for control of water surface elevations in consultation with the City, eliminating any language that gives the City direct control. Also of concern is not letting the water surface elevation fall below 790 feet MSL.
- Incorporate any other provisions as identified by Legal Counsel.

General discussion took place during which questions were raised about the need for the District to maintain dam functionality; how much water the dam can hold; is it necessary or is it excess property; what does it cost to maintain the dam; who should be responsible for the cost of the dam maintenance; what amenities are being proposed; and will boats be allowed. President Hernandez stated he would be agreeable to the extension of the Agreement providing the City forms a task force made up of District and City officials and staff to ensure the project is completed.

Legal Counsel Gilpin recommended the Board give staff the authority to negotiate with the City on potential changes to the terms of the Agreement in exchange for granting the City the two-year extension and bring it back to the Board at a meeting in December for further consideration. The consensus of the Board was to follow Legal Counsel Gilpin's recommendation to authorize staff to negotiate terms of the Agreement.

Mike Hunsaker, member of the public, addressed the Board recollecting the City's previous plan for South Lake using federal money to help build it with a federal

requirement that they couldn't do anything that would affect or destroy the trail system. There was also talk of storing reclaimed water at South Lake and Lake San Marcos. He is in favor of having flexibility. One of the factors is that the City cannot accept funding which will preclude putting in an expansion of the lake. Sooner or later we're going to have to start looking at saving storm water, more reclamation and storage. That was where South Lake was offered as an alternative. He does not want Lake San Marcos, which will be a real mess to clean up, to be used as a storage device. He thanked the Board.

## REPORTS

### GENERAL MANAGER

General Manager Pruum reported the following:

- He toured Padre Dam Municipal Water District's advanced water purification plant on October 12. The plant is a pilot project constructed to demonstrate the feasibility of producing water that would meet the regulations for indirect potable reuse. The ultimate plan is to treat wastewater to recycled water, then to a higher advanced water level, and then inject the water into a lake. From there it would be taken out of the lake and treated to make it drinking water.
- The ACWA Region 10 event, "Removing Barriers to Innovation in Water" is scheduled for Thursday, October 18.
- Metropolitan Water District is changing their water blend from 35% State Water Project water and 65% Colorado River water to 25% State Water Project Water and 75% Colorado River water. The changeover will take approximately one month.
- Metropolitan Water District is treating Lake Skinner for quagga mussels which can affect water quality as well as water operations. The treatment will not affect the quality of the District's water.

### DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin stated Governor Brown has signed AB 747.

### SAN DIEGO COUNTY WATER AUTHORITY

None.

### ENCINA WASTEWATER AUTHORITY

President Hernandez reported on his attendance to the Capital Improvement Committee meeting this morning at which discussion took place regarding a liner project on the primary line. The Committee will be receiving a status report on the South 40 in the next month or two.

Director Elitharp reported on his attendance to the Policy and Finance Committee on October 9 at which the Committee reviewed a resolution amending the human resources policy manual and a report of compensation and reimbursements for Fiscal Year 2018.

#### STANDING COMMITTEES

None.

#### DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Director Sannella reported on his attendance to the Council of Water Utilities (COWU) meeting on October 16.

Directors Martin and Elitharp reported on their attendance to the COWU meeting and the San Diego North Economic Development Council's North County Water Symposium.

President Hernandez reported on his attendance to the COWU meeting.

#### OTHER BUSINESS

None.

#### DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

President Hernandez requested a critique of the Boardroom audiovisual system be placed on the agenda for the next Board meeting.

Directors Martin and Sannella requested staff provide the Board with information regarding the Emerald Heights Homeowners Association issue to be discussed at the November 7 Board meeting.

#### ADJOURNMENT

There being no further business to discuss, President Hernandez adjourned the Regular Meeting of the Board of Directors at the hour of 6:53 p.m.

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A Regular Meeting of the Vallecitos Water District Board of Directors has been scheduled for Wednesday, November 7, 2018, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

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James Hernandez, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruij, Secretary  
Board of Directors  
Vallecitos Water District

VALLECITOS WATER DISTRICT  
WARRANTS LIST  
November 7, 2018

PAYEE	DESCRIPTION	CHECK#	AMOUNT
<b>CHECKS</b>			
ACWA/Joint Powers Insurance	Medical Insurance Nov	114839	214,529.35
Home Depot Credit Services	Hardware Supplies Sept	114840	960.96
SDG&E	Power Sept	114841	4,879.77
Union Bank FKA 1st Bank Card	Meetings & Travel Sept	114842	3,066.10
Union Bank FKA 1st Bank Card	Meetings & Travel Sept	114843	3,318.37
Union Bank FKA 1st Bank Card	Meetings & Travel Sept	114844	2,895.38
Verizon Wireless	Ipad Svc Sept	114845	185.60
Garnishments	Payroll Garnishments 114846 through	114849	-
Airgas USA LLC	Cylinder Rentals	114850	109.55
Ambius	Plant Maintenance Oct	114851	263.00
Anette Longville	Reimbursement - Employee Event	114852	127.37
Aqua-Metric Sales Co	Meter Reading Equipment, Meter Measuring Chambers 200, Meters 52	114853	15,076.74
AT&T	Internet Svc Sept	114854	64.25
AT&T	Phone Svc Sept	114855	2,770.80
Automated Water Treatment	Calcium Hypochlorite Tablets	114856	3,600.16
Bay City Electric Works Inc	Filters 22	114857	1,357.15
Best, Best & Krieger	Legal Svcs Aug & Sept	114858	17,061.11
Boncor Water Systems	Soft & Drinking Water Svc Oct	114859	1,726.00
Boot Barn	Safety Boots	114860	150.00
Boot World Inc	Safety Boots	114861	447.38
CA Dept of Forestry/Fire Protection	Crew Work Dec 2017, April 2018	114862	1,827.20
California Special Dist Assn.	2019 Membership Dues	114863	7,252.00
Calolympic Safety	Gas Monitors 13, Calibration Stations 2, Chlorine Monitor, M/E & Coll Dept	114864	33,969.54
Christian Wheeler Engineering	Locker Room Expansion Prj 20161-5	114865	1,900.00
Core Logic Information Solutions Inc	Real Quest Engineering Map Svcs Sept	114866	206.00
Corodata Media Storage Inc	Back Up Storage Tape Sept	114867	193.75
Costco Membership	Membership Renewal 18-19	114868	180.00
County of San Diego	Recording Fees Sept	114869	1.92
Craig Elitharp	SDNEDC Symposium 10-10-18, COWU Meeting 10-16-18	114870	25.61
Charles P Crowley Co Inc	Chlorine Injection Pump - MRF	114871	10,022.32
CWEA	Membership C Harrell	114872	188.00
CWEA	Membership D McDougle	114873	188.00
Doane & Hartwig Water Systems Inc	Quarterly Chlorine Leak Detector Calibration, Chlorine Regulator Cleaning	114874	2,325.49
Desert Pumps & Parts	Solids Pump 2 Repair & Refurbish - MRF	114875	25,522.04
DirecTV Inc	Satellite Svc Oct	114876	112.99
Dive/Corr Inc	Tank Inspections & Cleaning - 10	114877	17,400.00
Doug's Filter Service Inc	Wiping Rags	114878	193.95
Encina Wastewater Authority	Waste Disposal - MRF, Sewer Testing	114879	18,382.21
Enviro Health Corp	Grease Control Bacteria	114880	14,234.92
ESRI Inc.	GIS License Annual Support 18-19	114881	25,000.00
Betty Evans	CSDA Conference 9-24-18	114882	158.02
Fisher Scientific LLC	Nitrate Test Strips, Lab Supplies	114883	1,183.78
George & Krogh Welding Inc	Welding Svcs MRF Prj 20181-9	114884	440.00
Hach Company	Chlorine Analyzer Prj 20191-10, Water Quality Testing Supplies	114885	7,930.34
James R Hernandez	CSDA Conf 9-24, COWU 9-18 & 10-16, ACWA 10-18, Board of Supervisors 9-26	114886	589.39
HUB Construction Specialties	Hardware Supplies Prj 20181-9	114887	157.32
Integral Communities	Refund Balance Prj 20181-379	114888	965.36
Interstate Batteries	Gel Cell Batteries For UPS 16, Battery Veh 179, Batteries - Radio Repeaters 4	114889	1,047.71
JCI Jones Chemicals Inc	Chlorine	114890	4,086.42
Judith Kimbler	Claim Settlement	114891	200.00
Knight Security & Fire Systems	Answering & Patrol Svc Oct	114892	588.19
Lavty Cleaning	Floor Cleaning Bldg A	114893	4,533.50
Lawnmowers Plus Inc	Hardware Supplies, Equipment Repair	114894	218.44
Lloyd Pest Control	Pest Control Sept	114895	1,240.00
LNN Custom Apparel & Uniforms	Water Academy Water Bottles 144 Prj 20191-503	114896	1,546.41
Mallory Safety & Supply, LLC	Safety Supplies	114897	3,909.78
Manpower Temp Services	Customer Service Rep Weeks Ending: 10-07, 10-14, & 10-21	114898	2,198.16
Marcon Products Inc	Concrete Prj 20191-10	114899	489.02
Hal Martin	CSDA Conf 9-24-18, SDNEDC Symposium 10-10-18, COWU Mtng 10-16-18	114900	225.53
Matheson Tri-Gas Inc	Cylinder Rental	114901	52.18
Matias Labarrere	MISAC Annual Conference 9-30-18, DHS Auditor Supplies	114902	235.33

VALLECITOS WATER DISTRICT  
WARRANTS LIST  
November 7, 2018

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Ben's Asphalt & Maintenance Co Inc	Concrete Removal & Replacement - 1,212 Sq. Ft.	114903	18,714.00
Michael Martino	Claim Reimbursement	114904	428.00
Mike Sannella	SDNEDC Symposium 10-10-18	114905	7.52
Mission Resource Conservation District	Water Use Evaluations 11 Prj 20191-29	114906	359.00
Morton Salt, Inc.	Industrial Salt	114907	3,858.40
Nathan Diaz	Claim Reimbursement	114908	70.00
Newland Sierra	Refund Balance Prj 20161-142	114909	5,177.27
Nicholas Diaz	Claim Reimbursement	114910	274.95
Occu Med LTD	Medical Svcs 13 Employees	114911	3,718.00
Olivenhain MWD	Treated Water Sept	114912	45,001.00
One Source Distributors LLC	District Radios 6, Cables 9, Hardware Supplies	114913	11,092.69
Ostari Inc	Server, Desktop, & Network Administration Oct, Backup Tape	114914	3,589.05
Penco, Inc.	Trioxyn, Sulfend RT	114915	38,669.58
Pitney Bowes	Mail System Lease Aug - Oct	114916	641.16
Progressive Business Publications	AP Newsletter Subscription	114917	299.00
Reed Electric Co	Motor Replacement Palos Vista Pump Station Prj 20161-8	114918	22,902.84
Ryan Herco Products Corp.	Chlorine Injection System Supplies Prj 20191-10	114919	812.45
SL Associates	Refund Balance Prj 20161-87	114920	3,993.21
Steven Saavedra	Membership & Cert Renewal CWEA	114921	280.00
SDG&E	Power Sept	114922	125,563.59
Shred-It US JV LLC	Shredding Svcs Sept & Oct	114923	182.51
Southern Counties Lubricants, LLC	Diesel Fuel	114924	1,252.99
Standard Insurance Company	LIFE, LTD & ADD Insurance Nov	114925	6,518.54
State Water Resources Control	Operator Cert Renewal D McDougle	114926	150.00
Sunbelt Rentals Inc	Floor Scrubber Rental, Scissor Lift Rental	114927	1,131.53
Sutton Tree Service Inc	Tree Trimming - North Twin Oaks Reservoir, Coggan PS, Dist Head Quarters	114928	7,495.00
Johnathan Todd	CompTIA Certification Exam	114929	197.10
Dean Toth	Cert Renewal CWEA	114930	92.00
Turner Designs Inc	Algae Watch Meter Repair - MRF	114931	1,021.33
Underground Service Alert	Dig Alert Svc	114932	302.05
Univar USA Inc	Sodium Hypo Liquichlor, Caustic Soda	114933	4,502.78
UPS	Shipping Svcs Sept	114934	76.17
HD Supply Facilities Maintenance LTD	Lab Supplies	114935	151.49
Vincent Gonzalez	Class A Drivers License	114936	76.00
Vista Fence Company Incorporated	Security Fencing- 635 Linear Ft - District Head Quarters Prj 71126	114937	28,283.00
Walters Wholesale Electric	Hardware Supplies	114938	186.19
West Consultants, Inc.	Dam Inundation Study - South Lake & Mahr Reservoir	114939	10,684.50
Justin Woodard	Class A Drivers License	114940	45.00
Xerox Corporation	Copier Lease Aug & Sept	114941	5,238.35
Baker Electric Inc	Solar Panel Inverter Replacement Prj 20181-7	114942	79,141.85
Barrett Engineered Pumps	Pump Maintenance Parts - Montiel Lift Station	114943	515.85
Bonsall Petroleum Constr Inc	Fuel Island Key Pad Install	114944	454.21
Burtech Pipeline Incorporated	Laurels Sewer Lining Prj 20181-8 & Fulton Rd Sewer Line Rehab Prj 20161-11	114945	21,049.63
CCI	Water Treatment Oct	114946	220.00
Jeffrey Colwell	Video Production Svcs Prj 20191-27	114947	428.75
Crew Builders, Inc.	Operations Locker Room Expansion Prj 20161-5	114948	148,898.04
Davis Farr LLP	Audit Svcs FY Ended 6-30-18	114949	12,500.00
Electrical Sales Inc	Injection Sampler Pump Starter, Grinder Repair Supplies, Hardware Supplies	114950	2,288.55
Ferguson Enterprises, Inc	Steel Pipes 84	114951	774.77
Flag Mart	Flags 6	114952	455.83
Fry's Electronics	IT Supplies	114953	75.41
Grainger Inc	Storage Cabinet MRF, Injection Pump Prj 20191-10, AC Unit Wulff PS	114954	3,779.54
Grangetto's Farm Garden Supply	Landscape Supplies	114955	139.37
Hawthorne Machinery Co.	Excavator Rental Prj 20161-14	114956	1,476.88
IDEXX Distribution Corp.	Hardware Supplies	114957	17.90
Imperial Sprinkler Supply	Hardware Supplies Prj 20191-10	114958	278.20
Infosend Inc	Postage, Printing, Door Hangers Oct	114959	10,033.72
Laser Cut Concrete Cutting Inc	Core Drilling Svcs Prj 20191-10	114960	350.00
Pacific Industrial No 1 LLC	Refund Balance Prj 20161-88	114961	1,262.61
Pacific Pipeline Supply	Hardware Supplies Prj 20181-9	114962	483.79
Patriot Portable Restroom Inc	Portable Rest Room Rental - Mahr	114963	246.31

VALLECITOS WATER DISTRICT  
WARRANTS LIST  
November 7, 2018

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Pipeline Products Inc	2 Inch Coupling Welding	114964	125.00
Plumbers Depot Inc	Pipes 6, Nozzle Kit For Drain Jetter	114965	2,002.00
Redback USA	Safety Boots	114966	279.08
Air Quality Compliance Solutions, Inc.	Fuel Island Maintenance	114967	583.00
RK Controls	Power Supplies - North Area Radio Upgrade	114968	861.32
Rusty Wallis Inc	Soft Water Svc Oct	114969	202.00
Schmidt Fire Protection Co Inc	Quarterly Sprinkler Maintenance	114970	305.00
Steven Enterprises Inc	Xerox Bond Paper	114971	94.71
T.S. Industrial Supply	Ladder, Hardware Supplies	114972	1,183.92
Unifirst Corporation	Uniform Delivery	114973	1,939.70
Vortex Industries Inc	Chain Hoist Repair Warehouse, Back Gate Repair Dist Head Quarters	114974	5,342.09
Total Disbursements (132 Checks)			<u>1,114,537.13</u>
<b>WIRES</b>			
San Diego County Water Authority	September Water Bill	Wire	2,865,110.08
Encina Wastewater Authority	Quarterly Billing	Wire	1,070,043.65
Public Employees Retirement System	Retirement Contribution - October 24, 2018 Payroll	Wire	71,687.66
Total Wires			<u>4,006,841.39</u>
<b>PAYROLL</b>			
Total direct deposits		Wire	237,578.52
VWD Employee Association		114846	612.00
Garnishments		114849	907.83
IRS	Federal payroll tax deposits	114847 through	89,401.87
Employment Development Department	California payroll tax deposit	Wire	17,527.53
CalPERS	Deferred compensation withheld	Wire	14,599.94
VOYA	Deferred compensation withheld	Wire	5,043.62
Total October 24, 2018 Payroll Disbursements			<u>365,671.31</u>
Total direct deposits		Wire	926.28
IRS	Federal payroll tax deposits	Wire	550.59
Employment Development Department	California payroll tax deposit	Wire	112.19
Special Payroll Disbursements (i.e., final checks, accrual payouts, etc.)			<u>1,589.06</u>
Total Payroll Disbursements			<u>367,260.37</u>
<b>TOTAL DISBURSEMENTS</b>			<u><u>5,488,638.89</u></u>

**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: CONSTRUCTION CONTRACT ACCEPTANCE OF FULTON ROAD, NCTD EASEMENT, LAURELS SUBDIVISION – SEWER LINING AND REPAIRS**

**BACKGROUND:**

Regular maintenance identified deficiencies in the sewer system on sections of the 8” vitrified clay pipe (VCP) in Fulton Road and sections of the steel-encased 8” ductile iron pipe (DIP) within the Vallecitos Water District (District) North County Transit District (NCTD) easement, east of Woodland Parkway. Operations staff also identified deficiencies in several sections of 8” VCP and DIP in the Laurels Subdivision as well as smaller sections of 8” VCP in Del Roy Drive, off North Twin Oaks Valley Road and in the Barham Villas Apartment Homes easement, near SR-78. The identified sewer pipes were in need of rehabilitation or replacement to restore pipe integrity.

Rehabilitation for these pipe sections was accomplished using a Cured-in-Place-Pipe (CIPP) Liner. CIPP Liner uses trenchless technology to make repairs to a pipe from the inside, increasing the efficiency and service life of the pipe, while reducing replacement, paving, and traffic costs

Operations identified the following sections to be corrected:

- Fulton Road: Replace 8” VCP 75 LF
- Fulton Road: Rehabilitate 8” VCP 568 LF
- NCTD Easement: Rehabilitate 8” DIP 99 LF
- The Laurels: Rehabilitate 8” VCP/DIP 847 LF
- Del Roy Drive: Rehabilitate 8” VCP 11 LF
- Barham Villas Apt Easement: Rehabilitate 8” VCP 70 LF

Though Fulton Road/NCTD Easement and the Laurels Subdivision are two separate projects in the 2017-2018 Fiscal Year budget, individually they are not of significant size for the construction costs to benefit from an economy of scale. These two budgeted projects, including the smaller sections at Del Roy Drive and the Barham Villas Apartment Homes easement, were combined under one contract to take advantage of a shared mobilization cost and to capture potentially lower overall construction pricing.

The construction contract was awarded to Burtech Pipeline at the February 21, 2018 Board meeting.

**DISCUSSION:**

All construction has been completed. There were two change orders on the project. One change order was to install 340 feet of Spiral Wound PVC (SPR) Liner at the Barham Villas Apartments underneath the 78 Freeway in lieu of the contract work to install 70 feet of CIPP Liner. The District was able to negotiate an increase in the footage of pipe to be rehabilitated from 70 feet to 340 feet at a lower unit price per foot, reduced from \$181.56/LF to \$49.64/LF. This resulted in a total change order of \$4,378. The

installation of the SPR was less labor intensive for the contractor and provided a more robust rehabilitation system for the District at a critical location in the sewer system. A second no-cost change order was issued to extend the length of the contract 11-days to allow the contractor to complete slurry seal and striping requirements on Fulton Road.

District staff provided inspection and construction management. Review of post-lining videos and lining test results was performed by the design consultant, Infrastructure Engineering Corporation, and indicated that the work was performed to the satisfaction of the District.

**FISCAL IMPACT:**

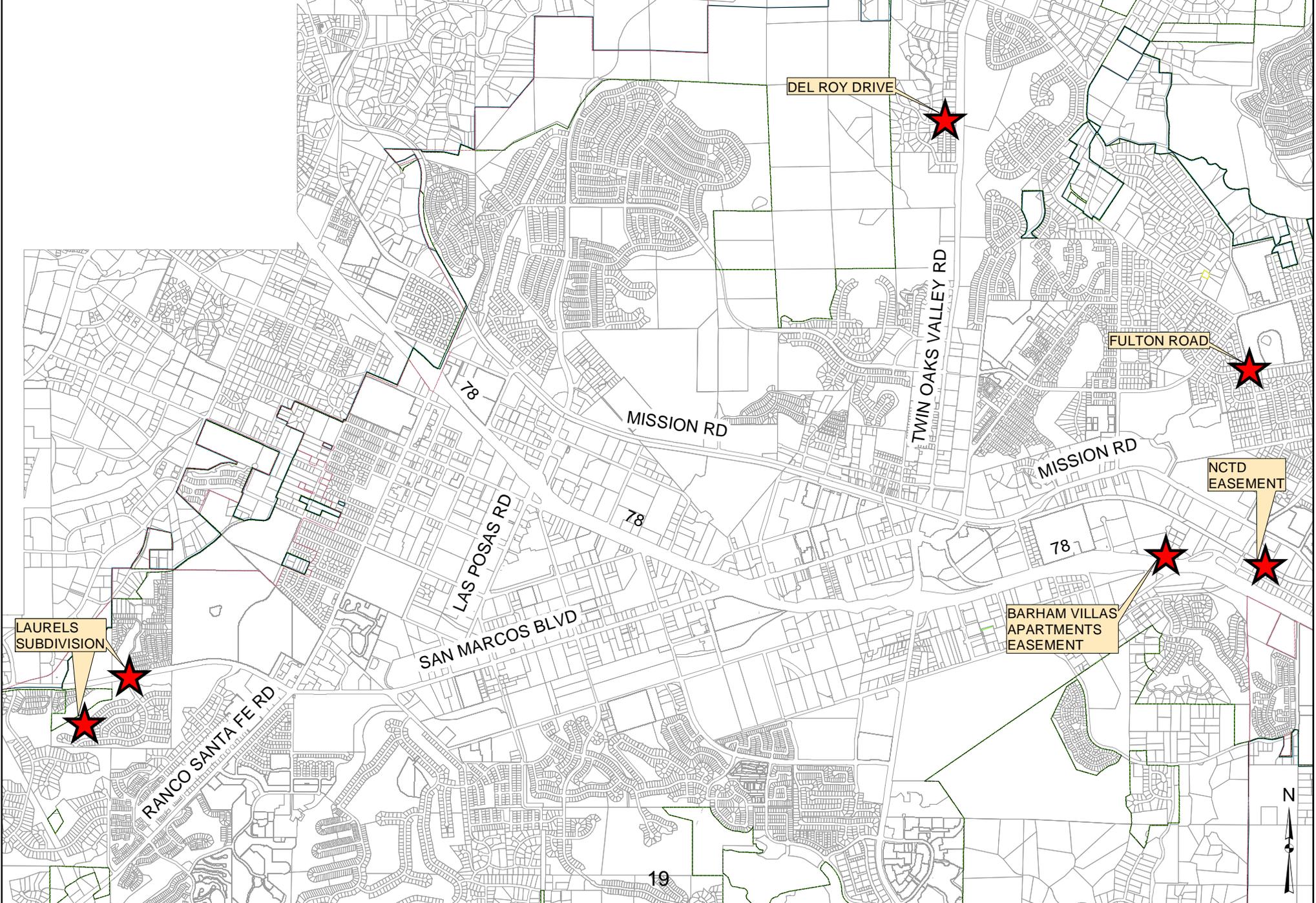
The combined total estimated cost and budget summary for both projects are as follows:

Budget	\$353,000
Construction	\$180,721
Change Order	\$ 4,378
Design Consultant	\$ 16,930
VWD Furnished Material	\$ 2,694
Misc.	\$ 2,415
Staff	\$ 34,738
Overhead	<u>\$ 73,863</u>
Total	\$315,739
Budget Surplus	\$ 37,261

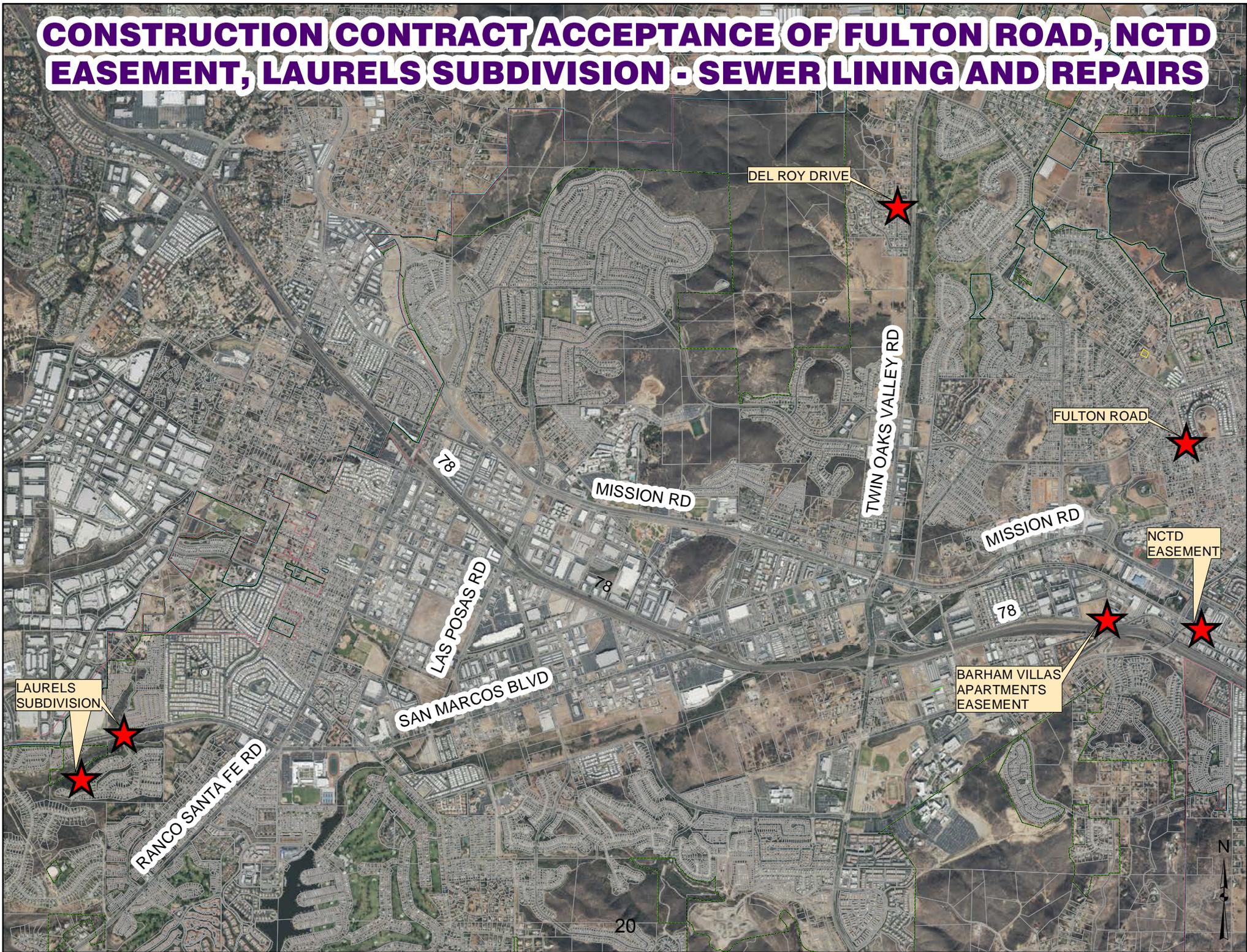
**RECOMMENDATION:**

Accept the project and authorize the filing of a Notice of Completion, and release of retention funds to the contractor following the 60-day notice period, provided no claims are filed.

# CONSTRUCTION CONTRACT ACCEPTANCE OF FULTON ROAD, NCTD EASEMENT, LAURELS SUBDIVISION - SEWER LINING AND REPAIRS



# CONSTRUCTION CONTRACT ACCEPTANCE OF FULTON ROAD, NCTD EASEMENT, LAURELS SUBDIVISION - SEWER LINING AND REPAIRS



**PRE-LINED CONDITION**

**POSTLINED CONDITION**

FULTON ROAD



LAURELS  
SUBDIVISION



BARHAM VILLAS  
APARTMENTS



**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS FOR BORDEN ROAD 22 ASSESSOR PARCEL NUMBERS 224-040-11, 224-040-28 & 224-040-29 (BORDEN ROAD 22, LLC)**

**BACKGROUND:**

Borden Road 22, LLC, owner of the project has completed the installation of water and sewer facilities for their residential subdivision located on Borden Road west of Woodland Parkway.

**DISCUSSION:**

Water and/or sewer facilities for private land development projects are constructed by a developer. When completed to the satisfaction of the District, those facilities are accepted by the Board of Directors and become District property.

The subject project constructed approximately 942 feet of 8-inch diameter PVC water main, 119 feet of 12-inch diameter PVC water main and 920 feet of 8-inch diameter PVC sewer main. An existing 12-inch water main located within the site boundary was in conflict with the project improvements and was abandoned and relocated into a District dedicated easement.

Upon final acceptance of the project, water and sewer service will be available to 22 single family homes.

The owner has provided the District with the required security to guarantee repairs due to failure of materials or workmanship for a period of one year. All current fees and charges have been paid to date.

Along with the water and sewer mains, assorted appurtenances were installed such as water meters, fire hydrants, gate valves, sewer laterals and manholes.

The owner has paid the capital facility fees for their 22-lot subdivision, which included \$281,182.00 in water capital facility fees and \$210,826.00 in wastewater capital facility fees.

**FISCAL IMPACT:**

None. Future water and sewer revenues will offset costs of service.

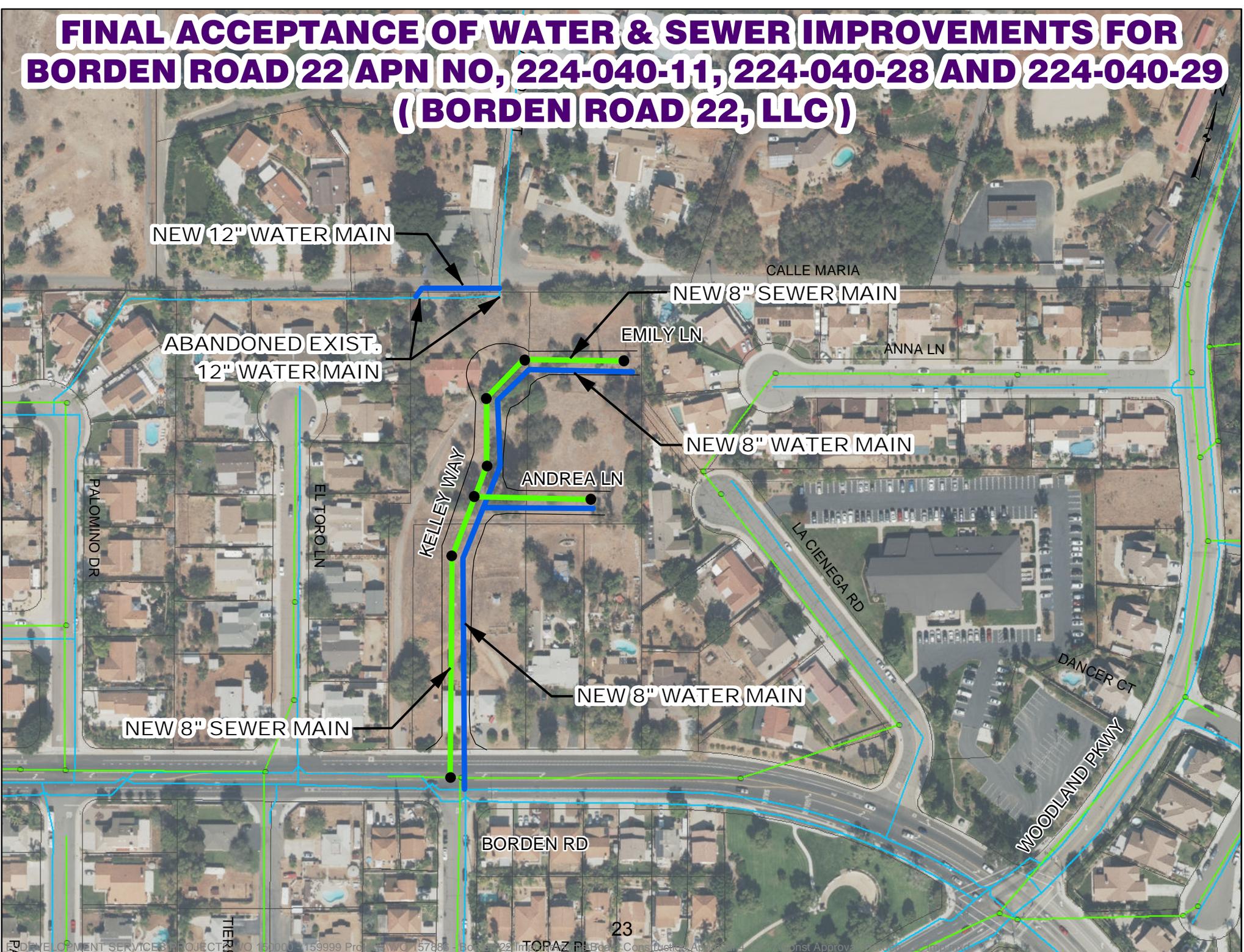
**RECOMMENDATION:**

Accept the project improvements and approve the filing of a Notice of Completion for Borden Road 22.

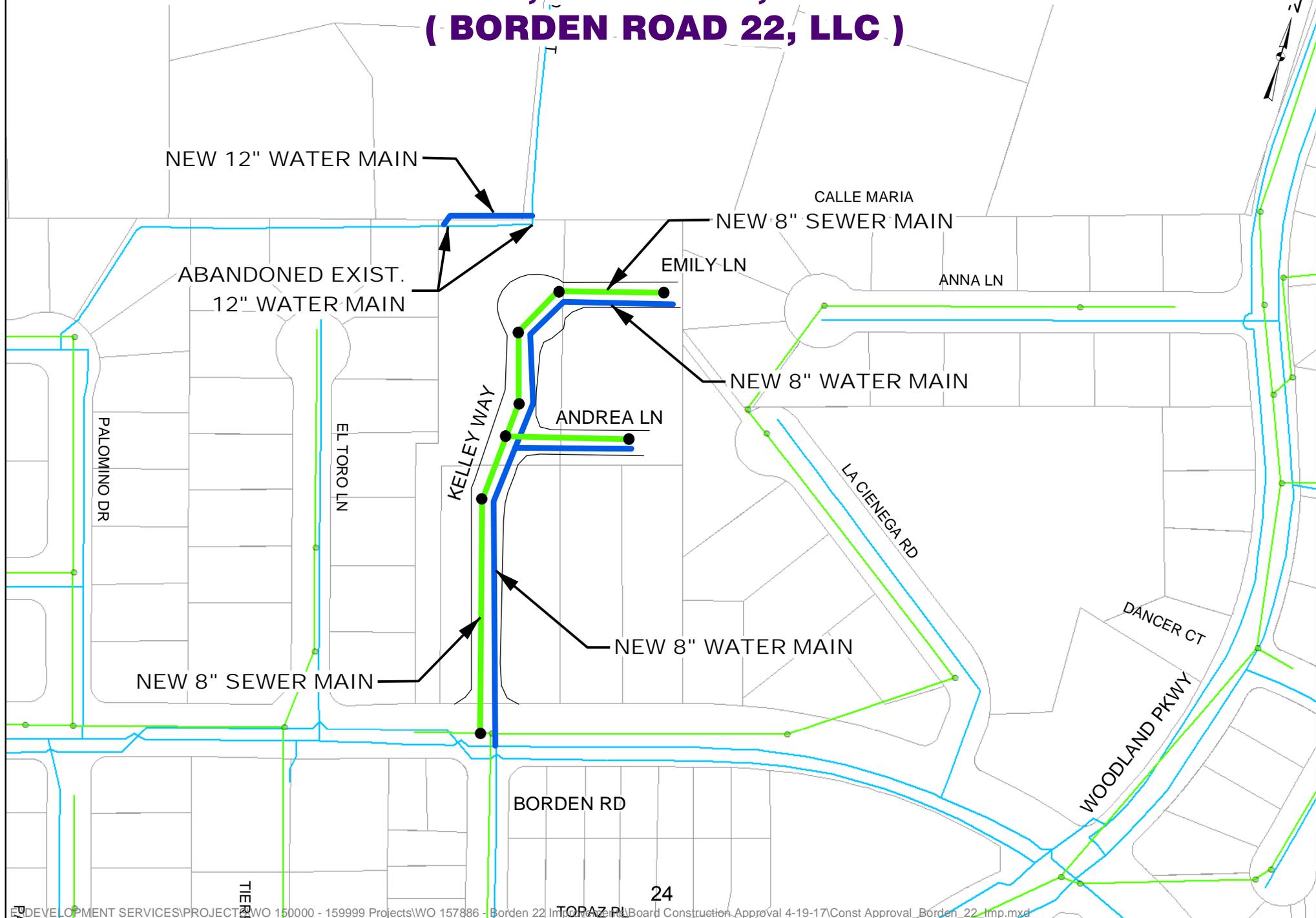
**ATTACHMENTS:**

2 Map Exhibits – 1 Plat Map & 1 Aerial

# FINAL ACCEPTANCE OF WATER & SEWER IMPROVEMENTS FOR BORDEN ROAD 22 APN NO, 224-040-11, 224-040-28 AND 224-040-29 ( BORDEN ROAD 22, LLC )



# FINAL ACCEPTANCE OF WATER & SEWER IMPROVEMENTS FOR BORDEN ROAD 22 APN NO, 224-040-11, 224-040-28 AND 224-040-29 ( BORDEN ROAD 22, LLC )



**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: EMERALD HEIGHTS HOMEOWNERS ASSOCIATION WATER SERVICE CONCERNS**

**BACKGROUND:**

During the Public Comment portion of the Board of Directors' regular meeting on October 17, 2018, Mr. Dan Cannon, president of the Emerald Heights Homeowners Association (EHHOA), addressed the Board regarding water rate increases, water meter relocations, and brush and road maintenance responsibilities. Mr. Cannon distributed a letter to the Board members describing these concerns (see attached).

**DISCUSSION:**

On July 11, 2018, staff met with Mr. Cannon as well as Ms. Tesla DuBois, representative for the EHHOA, and two landscape contractors for the EHHOA. Mr. Cannon had four primary items for discussion. These are described below, as well as the District's response to each:

- 1) Mr. Cannon discussed the impacts that rate increases over the past 3 years have on the EHHOA, which currently owns 21 irrigation meters that service 63 acres of landscaping. He requested the District's assistance in reducing the financial impact of these rate increases. Staff presented the results of an analysis showing that swapping some of the EHHOA's smaller 1 ½-inch meters with larger 2-inch meters could potentially reduce the amount of water being charged at the highest tier 3 rates. Mr. Cannon requested that the District perform these meter swaps. On July 19<sup>th</sup>, staff responded the District does not typically perform such services. The District can perform straightforward meter exchanges; however, the service lines from the water main to the water meter would need to be evaluated to determine if they are sized properly. Any service line upgrade work would need to be performed by the EHHOA.
- 2) Mr. Cannon discussed road maintenance responsibilities in an existing easement that the District operators utilize to access the Richland potable water tanks. The easement road is also used to a lesser frequency by landscape contractors employed by the EHHOA and cellular companies that have equipment both on the District's Richland tank and the EHHOA properties. Mr. Cannon inquired if the District was willing to participate in the slurry sealing of this road. Staff mentioned that the District may be willing to participate in a one-time contribution; however, staff would need to check with legal counsel to discuss potential legal ramifications should the District opt to contribute. Mr. Cannon has offered a 50/50 split with the District on the slurry sealing costs.

- 3) Mr. Cannon inquired if the District could expand its brush maintenance activities on the existing access easement to the Richland potable water tanks. The District performs its own brush abatement when needed to secure access through and to keep habitat from overtaking its easements. Mr. Cannon asked if the District could expand the brush abatement several feet beyond the width of the paved access road and perform the maintenance on an annual basis. Staff explained that the brush abatement could possibly extend up to two feet beyond the access road's shoulder as long as the maintenance activities do not extend outside of the District's easement.
  
- 4) Mr. Cannon inquired if the District would be willing to participate in the maintenance and repair of an access gate on the access road that links to the High Point Development on the north end of Emerald Heights. The District's Palos Vista potable water tank, which exclusively serves the Emerald Heights area, lies just off this access road on its own secured parcel. Staff understands that this gate exists to isolate Emerald Heights from the High Point Development and explained that the District has no stake in this gate. The gate was installed by the Emerald Heights developer for the benefit of its homeowners and is not necessary to secure District facilities since the Palos Vista tank property is already secured. Therefore, Staff explained that the District was not interested in participating in this gate's maintenance.

**RECOMMENDATION:**

Request Board direction.

Vallecitos Municipal Water District Board of Directors

201 Vallecitos de Oro

San Marcos CA 92069

Subject: Emerald Heights HOA Water Increase

Vallecitos Board of Directors,

On Wednesday July 11, 2018 board president of Emerald Heights Association Dan Cannon, management representative Tesla DuBois, and landscape representatives working at Emerald Heights attended a meeting with Senior Engineer Robert Scholl and 2 other representatives of Vallecitos to share concerns of the amount of increases within the last year, road easements used by Vallecitos needing for brush management and road repair. Our community represents 690 homes that are customers of Vallecitos and the association itself, maintains 63 acres of landscape with 21 water meters. In the meeting, concerns were shared of how the association is at an almost \$100,000.00 increase and Mr Scholl gave the Districts reasons why the large increase. The association wanted to know how Vallecitos could help reduce the financial impact of customers that brings over a million dollars or more in revenues to Vallecitos Water District annually.

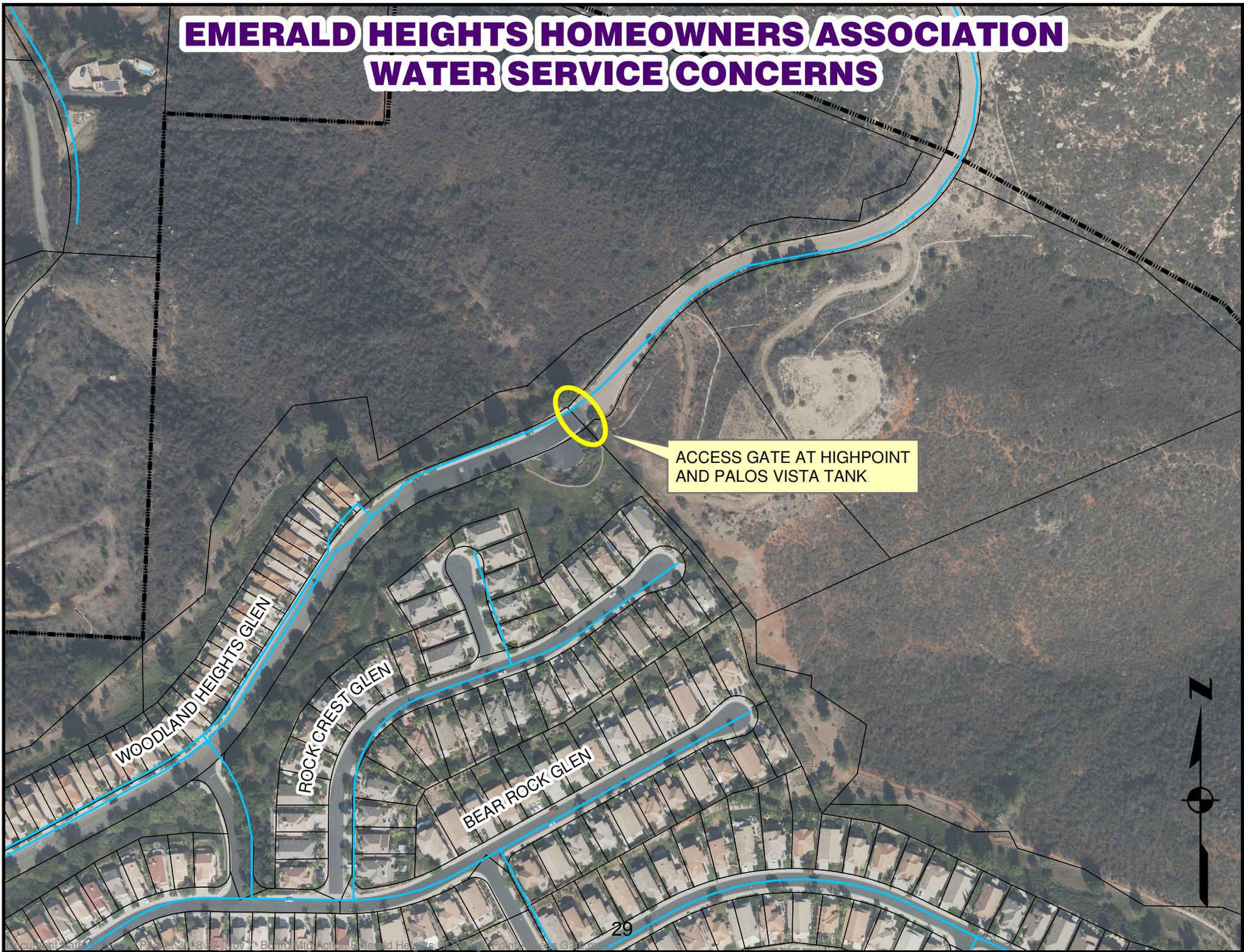
A spread sheet was provided by Vallecitos with four (4) 1 ½" meters and four (4) 2" meters that can be swapped to decrease cost and not get to tier 3 pricing. Emerald Heights Board requested Vallecitos Operations to swap 4 - 2" irrigation meters with 4 - 1 ½" meters to lower the number of historical tier 3 units used by EHA. At this point, we understand that Vallecitos is not wanting to provide this type of customer service and EHA also does not want to pay the inflated tier 3 pricing. We believe that a reasonable middle ground would be for Vallecitos "**One-time deal**" to perform the swap, and that would show our residents that Vallecitos is doing everything they can to help with this \$100,000 increase. We also hope that the Vallecitos Water District Board of Directors would approve of this type of cooperation and positive **customer service**.

Another item that was discussed regarding a Vallecitos tank known as Richland Tanks, located on association's property. The Boards concerns are the brush maintenance and the road maintenance. A contract is in place that states Vallecitos is responsible to maintain the surrounding open space associated with the access easement and landscaping around the water tanks. The purpose of the bush management, is to reduce the fuel leading to the water tank, in case of fire. At the meeting Robert stated he would have it inspected and will have a crew to address but has not happened as of today. As for the road maintenance, there are cell towers in the location which we have a quarterly inspection done. Also, only when there are modifications done to the towers will there be a crew however that only takes place about 1-2 times a year. Our landscapers only use 75 'of the road to access their maintenance yard the rest is utilized 90% of the time by Vallecitos. In the easement agreement it states the Vallecitos is responsible for the maintenance of the district's easement. We also recognize that our vendors use the road on occasion. That is why, to keep it simple, we offered to split the cost 50\50. Lastly, the easement road mostly benefits the district, and we thought our offer was more that reasonable. If the District does not want to support the HOAs offer, we will back off and leave all future road maintenance brush management to be handled by the District as described in the easement document. The Association would appreciate your support on the resolving the issues.

Respectfully, Dan Cannon, EH President



# EMERALD HEIGHTS HOMEOWNERS ASSOCIATION WATER SERVICE CONCERNS



ACCESS GATE AT HIGHPPOINT  
AND PALOS VISTA TANK

WOODLAND HEIGHTS GLEN

ROCK CREST GLEN

BEAR ROCK GLEN

**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: UPDATE ON THE CONSTRUCTION OF BOARDROOM AUDIOVISUAL AND LIGHTING UPGRADES PROJECT**

**BACKGROUND:**

A Capital Improvement Project budget request was made in Fiscal Year (FY) 2015/2016 to upgrade the existing audiovisual technology in the Boardroom and create consistency between other rooms in the building. AV upgrades to the Training Room, the Meadowlark Reclamation Facility (MRF) Conference Room, the MRF Break Room, and four (4) District Conference Rooms were completed in September 2016. On May 2, 2018, the Board of Directors approved the staff recommendation to authorize the General Manager to execute a construction contract for improvements proposed in the Base Bid with Audio Associates of San Diego for \$243,349.

The Boardroom project includes upgrades to video displays, AV sources, audio equipment, archival video recording and streaming, and AV control system. The following is a general list of equipment to be installed per the approved contract:

- Two 82" LCD monitors located on the front wall, behind the Board
- Two portable 82" LCD monitors to be located at the left and right sides of the room
- Two portable wireless microphones (Lavalier and Handheld)
- Five 21.5" LCD monitor/Microphone/Speaker/Voting stations for Board members
- Five 21.5" LCD monitor/Microphone/Speaker stations for staff
- Three 21.5" LCD monitors to be located at the AV control position
- Two cameras - ceiling mounted at front of room and wall mounted at back of room
- Eight ceiling speakers
- LED ceiling mounted track lighting with twenty-four lights
- Portable staff table located on the left side of the room adjacent to Counsel with two 21.5" LCD monitor/Microphone/Speaker stations
- Portable podium with one 21.5" LCD monitor/Microphone/Speaker
- AV equipment including video recording system and related equipment
- Support infrastructure including conduit, wiring, cable, mounting, etc.
- Support programming, integration, controls, etc.

**DISCUSSION:**

The contract work is still under way and the audiovisual systems will have limited functionality during the Boardroom construction phase, which began on August 2, 2018 and is scheduled for completion on November 12, 2018.

Manufacturing delays have affected delivery of equipment required to utilize the electronic voting and camera systems.

The Board directed staff to place an item on the November 7, 2018 agenda to discuss this construction project.

**RECOMMENDATION:**

Receive a staff report, discuss the status of the construction project and provide staff direction as necessary.

**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: REVISIONS TO EMPLOYEE RECOGNITION PROGRAM**

**BACKGROUND:**

The District's Employee Handbook Section VI – Employee Benefits includes an Employee Recognition Program which recognizes employees in a variety of ways for their personal and team contributions in support of the District's Mission and Vision. The program is designed to create a culture of employee recognition; improve the working environment and employee morale; motivate employees to be successful; and acknowledge achievements. The current policy includes limited individual and team awards which decreases effectiveness and does not include any forms of recognition for District-wide performance. The District's Employee Recognition Program was discussed in Closed Session on August 15, 2018. Based on those discussions, staff is bringing forward the program for Board consideration.

**DISCUSSION:**

One type of new Organizational Achievement Award would be a gainsharing incentive plan, where employees receive monetary awards because of cost saving measures they directly participated in. For example, refund checks issued by the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) would recognize all employees for their outstanding effort to save the District money by reducing insurance costs. As a gainsharing incentive, this award would only be available if/when the District receives a refund check and the funds are designated as gainsharing. To designate funds as gainsharing would require Board approval and depend on other factors, such as the overall financial health of the District. Gainsharing funds would be divided equally, 50% to the District and 50% to employees. If desired, a maximum dividend amount could be established. Individual employees would receive dividends as lump sum bonuses, which would be treated as taxable compensation. All current employees would be eligible to receive a share of the Organizational Achievement Award provided they were employed during the period of the recognized cost savings measures (ex. prior year). A resolution (Attachment 1) is provided to approve a Gainsharing Incentive Plan.

Another type of new Organizational Achievement Award would be when the District, or a specific department or function, receives state or local awards from external organizations (i.e. CSDA, CWEA, and CASA). Employees whose performance directly contributed to the success of the award as verified by management may receive a lump sum bonus in an amount determined by the Board. Employee verification would be based on the employee's specific job duties and the type of award received. District-wide awards could result in bonuses for all employees, while other awards could result in bonuses only for a specific department (for example, the Collections department when they were awarded Wastewater System of the Year). Similarly, new Individual Achievement Awards would be lump sum bonuses awarded by the General Manager for employees with significant personal accomplishments including obtaining new job-related certifications, degrees, or professional licenses, and state or local awards from external organizations (ex. employee or supervisor of the year). The number of individual awards per year that would be given is estimated to be 6 per year based on previous Board presentations to recognize employees. Individual employees would be limited to one

Individual Achievement Award per year and the General Manager would have sole discretion to determine if the award criteria were met (significant personal accomplishment and job-related). Awards would not be given for certifications, degrees, or professional licenses already held by employees or required for their current position.

Other proposed changes to the Employee Recognition Program include quarterly raffles with gift cards for employees who received Aqualades certificates from managers or members of the public for going 'above and beyond' normal job duties and Waves, peer awards from one employee to another with supervisor verification. In addition, spot awards from supervisors or managers, now called Ripples, have been revised to allow reimbursement with manager approval. More detailed information can be found in the revisions to the Employee Handbook (Attachments 2 and 3). The proposed changes will encourage more participation in the Employee Recognition Program, helping to promote efficiency, initiative, and morale. Further, the cost of these changes is expected to be minimal as there are adequate controls in place to ensure compliance with gift of public funds rules.

Lump sum bonuses and gift cards awarded to employees are taxable compensation for federal and state tax purposes. The other items outlined in the Employee Recognition Program may be excluded from compensation as de minimis fringe benefits. However, none of the awards set forth in the Employee Recognition Program are considered special compensation items and may not be included in compensation earnable for purposes of determining an employee's CalPERS pension benefits.

**FISCAL IMPACT:**

Gainsharing dividends would be offset by cost savings measures and paid by refunds received by the District. The cost for other Organizational Achievement Awards as the result of state or local awards are unknown and would be at the Board's discretion. The costs of other awards are limited by the restrictions of the program and are estimated at \$8,000 per year (\$5,400 for Ripples spot awards, \$1,800 for individual achievement awards, \$500 for Water Winners team celebrations, and \$300 for gift cards for Aqualades and Waves). The cost of service awards (~\$1,000) were included in the FY 18/19 budget.

**RECOMMENDATIONS:**

Adopt the Board Resolution approving a Gainsharing Incentive Plan; and, approve the proposed revisions to the Employee Recognition Program in the Employee Handbook, which would be effective immediately.

**ATTACHMENTS:**

Resolution Adopting Revisions to the Employee Recognition Program Including a Gainsharing Incentive Plan as an Organizational Achievement Award, with Exhibit "A", Vallecitos Water District Employee Handbook, Section VI – Employee Benefits (Exhibit "A-1"), and Supplement #11, Employee Recognition Program (Exhibit "A-2").

**ATTACHMENT 1**

**RESOLUTION NO. \_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT ADOPTING REVISIONS TO THE EMPLOYEE RECOGNITION PROGRAM INCLUDING A GAINSHARING INCENTIVE PLAN AS AN ORGANIZATIONAL ACHIEVEMENT AWARD**

WHEREAS, the District's Employee Handbook Section VI – Employee Benefits includes an Employee Recognition Program which recognizes employees in a variety of ways for their personal and team contributions in support of the District's Mission and Vision;

WHEREAS, the Board of Directors wishes to recognize outstanding group performance in the pursuit of loss control and prevention; and,

WHEREAS, the Board of Directors intends to revise the Employee Recognition Program recognizing such group performance demonstrated by employees of the District; and,

WHEREAS, it is in the best interests of the District to adopt Organizational Achievement Awards;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Vallecitos Water District as follows:

EMPLOYEE RECOGNITION PROGRAM. The Board of Directors does hereby approve and adopt the revisions to the Vallecitos Water District Employee Handbook Section VI – Employee Benefits, Employee Recognition Program, attached hereto as Exhibit "A" and incorporated herein by reference. A new gainsharing incentive plan is a type of an Organizational Achievement Award subject to the following conditions:

SECTION 1. A gainsharing incentive plan provides monetary awards issued by the Board to all employees for their participation in cost savings measures that resulted in gainsharing funds.

SECTION 2. Gainsharing funds are only available if/when the District receives a refund check (i.e. ACWA JPIA) and the funds are designated by the Board for gainsharing.

SECTION 3. Designating funds as gainsharing requires Board approval and depends on other factors as determined by the Board, such as the overall financial health of the District.

SECTION 4. Gainsharing funds would be divided equally, 50% to the District and 50% to employees, with the employees' share paid as lump sum bonuses treated as taxable compensation for federal and state tax purposes, and such bonuses will not be included in "compensation earnable" for CalPERS purposes.

SECTION 5. Gainsharing dividends would be offset by cost savings measures and paid by refunds received by the District; and,

SECTION 6. All current employees would be eligible to receive gainsharing dividends provided they were employed during the period of the recognized cost savings measures.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Vallecitos Water District at a regular meeting held on the 7th day of November, 2018 by the following roll call vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

\_\_\_\_\_  
 James Hernandez, President  
 Board of Directors  
 Vallecitos Water District

ATTEST:

\_\_\_\_\_  
 Glenn Pruijm, Secretary  
 Board of Directors  
 Vallecitos Water District

## EXHIBIT A-1

### S. EMPLOYEE RECOGNITION

The District's Employee Recognition Program recognizes employees in a variety of ways for their personal and team contributions in support of the District's Mission and Vision. The program is designed to create a culture of employee recognition; improve the working environment and employee morale; motivate employees to be successful; and acknowledge achievements. The Board hosts an annual Employee Recognition Luncheon to present service awards and give each employee a token of appreciation. The way the Board chooses to recognize employees may change from time to time. Employees who receive certifications and other personal accomplishments (i.e. degrees or completion of certificate programs) may be recognized at a regular Board of Directors' meeting. Other types of awards include: Organizational Achievement Awards for cost savings measures (a Gainsharing Incentive Plan) and when the District receives state or local awards from external organizations; Individual Achievement Awards for significant personal accomplishments; Aqualades certificates for going above and beyond normal duties; Water Winner team celebrations for a group of employees; Ripples spot awards; and Waves peer awards. Refer to the Employee Recognition Program (Supplement 11) for more information. All awards of cash and gift cards are treated as taxable compensation for federal and state tax purposes. These awards do not meet the definition of special compensation and will not be included in compensation earnable for purposes of determining an employee's CalPERS pension.

## EXHIBIT A-1

### S. EMPLOYEE RECOGNITION

The District's Employee Recognition Program recognizes employees in a variety of ways for their personal and team contributions in support of the District's Mission and Vision. The program is designed to create a culture of employee recognition; improve the working environment and employee morale; motivate employees to be successful; and acknowledge achievements. The Board hosts an annual Employee Recognition Luncheon to present service awards and give each employee a token of appreciation. The ~~manner in which~~way the Board chooses to recognize employees may change from time to time. Employees who receive certifications and other personal accomplishments (i.e. degrees or completion of certificate programs) may be recognized at a regular Board of Directors' meeting. Other types of awards throughout the year include: Organizational Achievement Awards for cost savings measures (a Gainsharing Incentive Plan) and when the District receives state or local awards from external organizations; Individual Achievement Awards for significant personal accomplishments; safety awards; spot awards by supervisors; Aqualades certificates for going above and beyond normal duties; and Water Winner team celebrations for a group of employees; Ripples spot awards; and Waves peer awards. Refer to the Employee Recognition Program (Supplement 11) for more information. All awards of cash and gift cards are treated as taxable compensation for federal and state tax purposes. These awards do not meet the definition of special compensation and will not be included in compensation earnable for purposes of determining an employee's CalPERS pension.

Vallecitos Water District

**EMPLOYEE RECOGNITION PROGRAM**

**INTRODUCTION**

The District's Employee Recognition Program recognizes employees in a variety of ways for their personal and team contributions in the promotion of efficiency, initiative, and morale in support of the District's Mission and Vision. The program is designed to create a culture of employee recognition; improve the working environment and employee morale; motivate employees to be successful; and acknowledge achievements. This program is separate from other District policies including merit increases and reimbursement for certification renewals and exams.

**POLICY**

The Board of Directors hosts an annual Employee Recognition Luncheon to present service awards and give each employee a gift as a token of appreciation. The way the Board chooses to recognize employees may change from time to time. Employees who receive certifications and other individual achievements may be recognized at a regular Board meeting. Other forms of recognition are at the discretion of the District. All employees are eligible to receive recognition awards unless otherwise indicated. An employee, supervisor, or manager cannot nominate a spouse, domestic partner, significant other, or family member who are also employed by the District.

Lump sum bonuses and gift cards are taxed and treated as taxable compensation as required by IRS regulations. All other awards provided for herein are considered de minimis fringe and may be excluded from income. None of the awards set forth herein are considered special compensation items and may not be included in compensation earnable for purposes of determining an employee's CalPERS pension benefits.

Service Awards – certificates presented by the Board with gift cards in \$25 increments for every 5 years of service.

Individual Achievement Awards – lump sum bonuses of \$100-\$500 awarded by the General Manager (GM) for significant personal accomplishments including obtaining new job-related certifications, degrees or professional licenses, and state or local awards from external organizations (ex. employee or supervisor of the year). An employee may receive one individual achievement award per year. The GM has the sole discretion to determine if award criteria is met and the amount of the bonus up to the \$500 maximum.

Organizational Achievement Awards – lump sum monetary awards awarded by the Board with gainsharing funds (refer to District Resolution for more information), or when the District, specific department or function, receives state or local awards from external organizations (i.e. CSDA, CWEA, or CASA).

Water Winners – a group of employees, usually in different departments, nominated by a supervisor or manager for working together to complete a special project (i.e. Water

## EXHIBIT A-2

Employee Recognition Program  
Page 2 of 2

Academy) or other accomplishments. With GM approval, Human Resources will assist with the planning of a breakfast or lunch event and provide food from select local restaurants for an onsite team celebration.

Aqualades – certificates from department managers when the public or other employees provide feedback on employees going 'above and beyond' normal job duties. The winner of a quarterly raffle receives a \$50 gift card.

Ripples – spot awards or small tokens of appreciation from supervisors or managers to employees such as gift cards, drink/food items, or other nominal gifts up to \$10 per employee not to exceed \$50 per month awarded by each supervisor or manager. Reimbursement for the cost of spot awards may be made through petty cash with appropriate approvals. Supervisors and managers must be aware of the appearance of favoritism and should distribute awards fairly amongst staff as warranted by performance.

Waves – peer awards are compliments and thank you's from one employee to another, submitted in writing with supervisor verification. The winner of a quarterly raffle receives a \$25 gift card.

### **PROCEDURES**

Written nominations may be submitted via email to the employee's supervisor and/or Human Resources. Lump sum bonuses will be processed through standard payroll procedures. All gift card awards must be reported to payroll by supervisors or managers.

**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: CONSTRUCTION CONTRACT AWARD FOR PALOS VISTA PUMP STATION ELECTRIC GENERATOR**

**BACKGROUND:**

Palos Vista Pump Station lifts water from the Richland Tanks to the Palos Vista Tank which supplies water to the Emerald Heights community. The pump station currently does not have a permanent generator for emergency power. To insure reliability to the Emerald Heights community, an onsite permanent generator with associated equipment pad and electrical improvements will be needed that meets all current Air Pollution Control District (APCD) and California Air Quality Resource Board (CARB) rules.

The Engineer's Estimate is \$130,000. On Tuesday, October 16, 2018 at 2:00 p.m. District staff received and opened bids from 3 contractors with bid results as follows:

<b><u>Bidder</u></b>	<b><u>Amount</u></b>
<b>Bergelectric</b>	<b>\$180,321</b>
<b>Baker Electric</b>	<b>\$217,175</b>
<b>Southern Contracting Company</b>	<b>\$220,000</b>

**DISCUSSION:**

Staff and Counsel have reviewed the bids.

A protest letter was received from Baker Electric dated October 19, 2018, claiming:

1. Bergelectric did not list the company principals on the bond form.
2. Bergelectric had their estimator sign the bid forms and not an officer of the corporation.
3. Bergelectric's Public Works Contractor Registration Certification contained an error in how it was written.

Staff and Counsel reviewed the protest letter and recommend rejecting the protest as without merit for the following reasons:

1. Items 1 and 3 above are minor irregularities and the District can exercise its discretion to waive such irregularities.
2. Item 2 above: the project estimator had the requisite authority to sign certain bid documents, in conjunction with the company's Vice President's signature on the required bid form and bid bond.

Staff and Counsel completed the evaluation of qualifications and the protest letter, and determined Bergelectric was the lowest responsive, responsible bidder.

The District's Electrical Design Consultant, Moraes/Pham, prepared the electrical design and plans. Staff prepared the civil plans and specifications.

Staff will perform construction management and inspection services for the project. The District's Geotechnical Consultant, Christian Wheeler, will perform the specialty inspection services and Moraes/Pham will perform construction phase services as needed.

**FISCAL IMPACT:**

The total estimated cost and budget summary are as follows:

Budget	\$	325,000
Construction	\$	180,321
10% Contingency (Ord. No. 146)	\$	18,032
Electrical Design Consultant (Moraes/Pham)	\$	4,950
Staff & Overhead: Planning and Designing	\$	41,911
Construction Phase Services (Moraes/Pham)	\$	1,600
Geotechnical Services (Christian Wheeler)	\$	1,000
Staff & Overhead: Construction Phase	\$	<u>29,930</u>
Total	\$	277,744
Budget Surplus	\$	47,256

**RECOMMENDATION:**

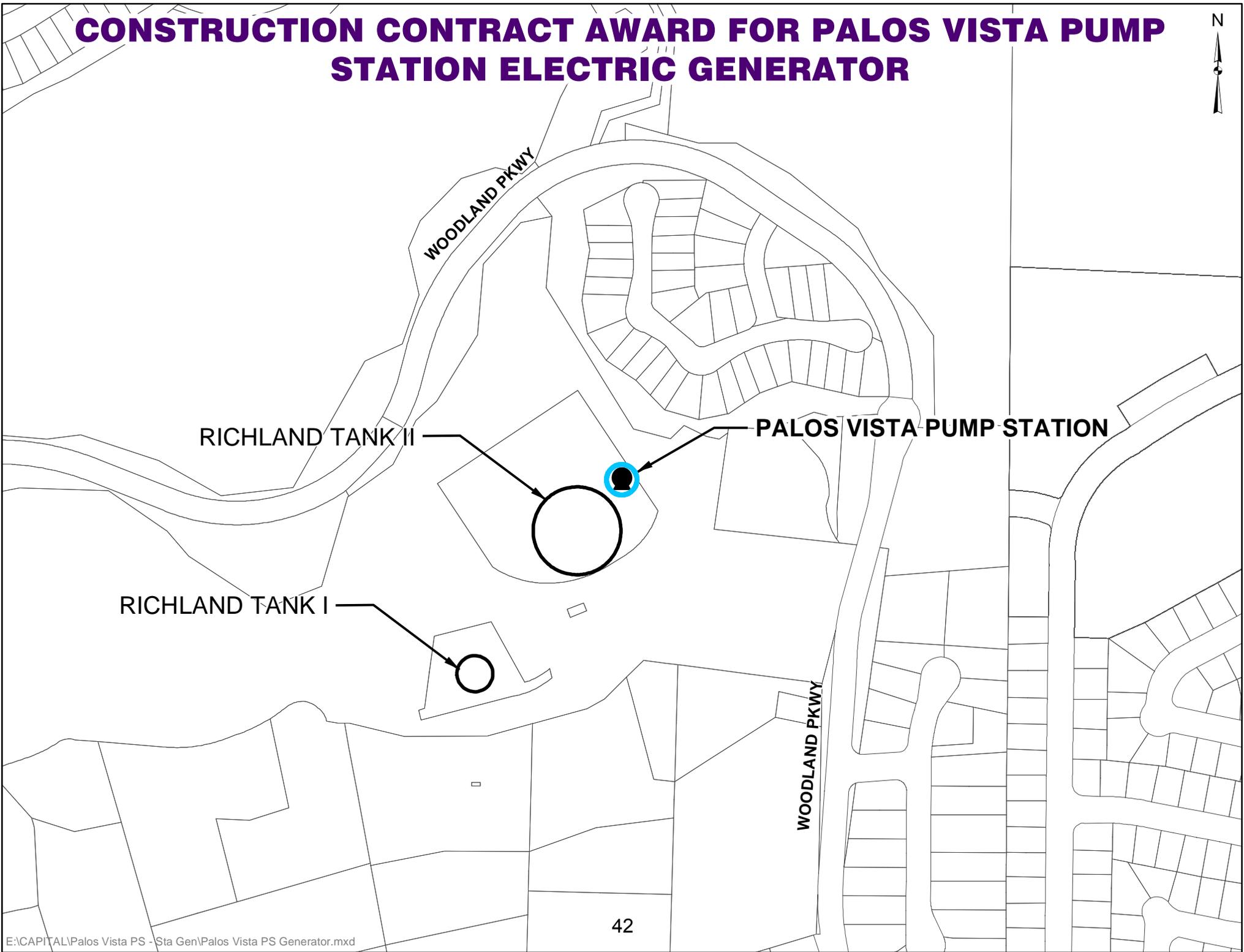
Recommendations for Palos Vista Pump Station Electric Generator are as follows:

1. Reject the protest letter from Baker Electric as without merit.
2. Authorize the General Manager to execute a construction contract with Bergelectric in the amount of \$180,321, subject to provisions of the contract.

**ATTACHMENTS:**

Plat and Aerial Exhibit

# CONSTRUCTION CONTRACT AWARD FOR PALOS VISTA PUMP STATION ELECTRIC GENERATOR



# CONSTRUCTION CONTRACT AWARD FOR PALOS VISTA PUMP STATION ELECTRIC GENERATOR



**DATE: NOVEMBER 7, 2018**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: PROJECT ACCEPTANCE OF STARGAZE COURT AND RIVER RUN CIRCLE WATER LINE REHABILITATION**

**BACKGROUND:**

An existing 8" ductile iron pipe (DIP) water line on Stargaze Court in San Elijo Hills has failed on numerous occasions over the past few years. The 730 LF DIP water line was installed in 2002 and had 5 main breaks between Sept 2009 and Sept 2017. The primary cause for failure has been external damage, leading to corrosion. External damage is typically caused by third party dry utility contractors either probing for the water line or equipment trenching operations over the water line, both resulting in puncturing/tearing the protective polyethylene layer around the pipe and/or gouging the pipe itself. This type of damage is consistent with damage seen on other repair projects in the San Elijo area for DIP water lines. The relatively "young age" of the water line in this community and the number of repairs generated a substantial amount of customer complaints. A replacement project was adopted in the approved 2017/2018 Budget to replace the water line on Stargaze Court.

An existing 8" DIP water line on River Run Circle, off Borden Road, also failed under similar conditions. The 870 LF DIP water line was installed in 1998 and had 4 main breaks between January 2014 and Sept 2017. Failures in both areas negatively impacted customers and residents requested the District propose a solution. The emergency repair of both water lines over the years has occupied District resources and all indications of failures for these water lines are likely to continue.

Staff reviewed alternate methods to traditional open-cut installation, including trenchless rehabilitation technology options. Sanexen Water Inc. (Sanexen) was contacted for a possible pilot project for installation of their proprietary composite structural liner product, Aqua Pipe. Sanexen has provided water management solutions in North America for approximately 20 years and their Aqua Pipe product meets industry standards for structural liners and is certified for potable water applications. Sanexen had planned projects with another water district in the Orange County region and the District was looking to benefit from shared mobilization costs.

The original construction estimate to replace Stargaze Court and River Run Circle water line using traditional open-cut methods was \$701,600. The use of Sanexen's Aqua Pipe solution was quoted at \$383,500 for the rehabilitation of both Stargaze Court and River Run Circle water line. This provided an estimated savings of \$318,100 to the District when compared to the traditional replacement of both water lines.

The Board awarded the contract to Sanexen on March 21, 2018.

**DISCUSSION:**

All construction was completed on September 6, 2018 with two change orders. The first change order was to correct the contract to include taxes for the lining material in the

amount of \$5,500. Though the \$5,500 was included in the total contract amount award by the Board in March, when the contract was executed weeks later, the amount was left off. The second change order was a deduct to cover staff costs to replace highline laterals on River Run Circle to increase the volume of water being delivered to customers and to cover staff inspection costs during a week of equipment failure delays to the project schedule in the amount of \$6,398.

Staff performed inspection and construction management. Christian Wheeler Engineering performed geotechnical testing.

To protect the District, Sanexen and staff have agreed to withhold \$20,000 in disputed funds for 90 days following the date construction was completed to resolve any potential claims from customers for landscape replacement. To date, no claims have been filed with the District and customers have been off the temporary highline since July 30, 2018 (Stargaze Court) and August 7, 2018 (River Run Circle).

**FISCAL IMPACT:**

The total estimated cost and budget summary are as follows:

Budget	\$482,000
Construction	\$383,500
Change Orders	\$ -898
Specialty Inspection and Testing	\$ 4,470
VWD Furnished Highlining Material	\$ 4,056
Staff (Planning and Design)	\$ 9,120
Staff (Construction)	\$ 43,144
Total Overhead	<u>\$ 95,348</u>
Total	\$538,740
Budget Increase	\$ 56,740

**RECOMMENDATION:**

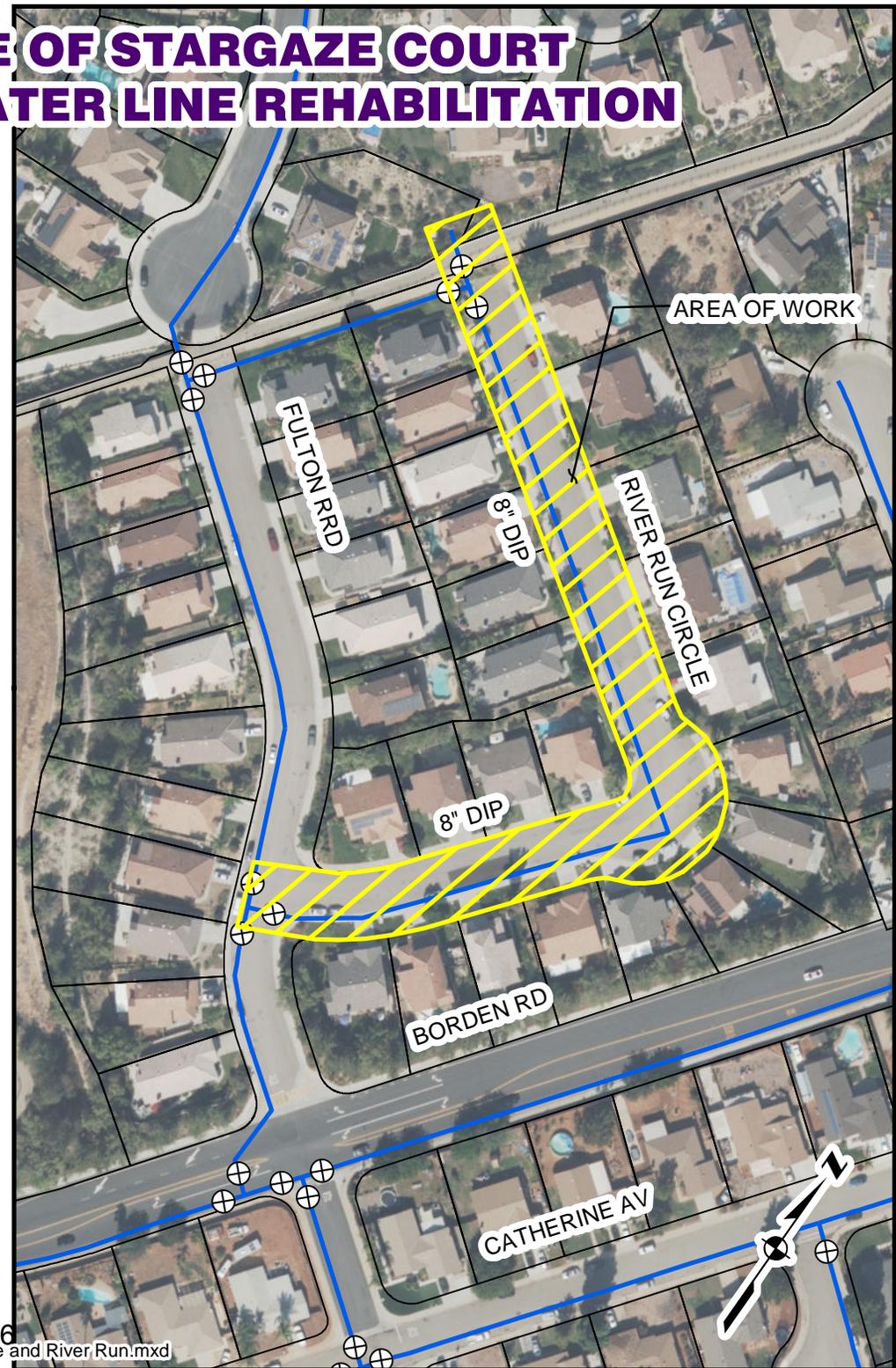
Recommendations for the Stargaze Court and River Run Circle Water Line Rehabilitation Project are as follows:

1. Increase the budget by \$56,740.
2. Accept the project and authorize the filing of a Notice of Completion, release of retention funds to the contractor following the 60-day notice period, and release disputed funds to the contractor following a 90-day review period, provided no claims are filed.

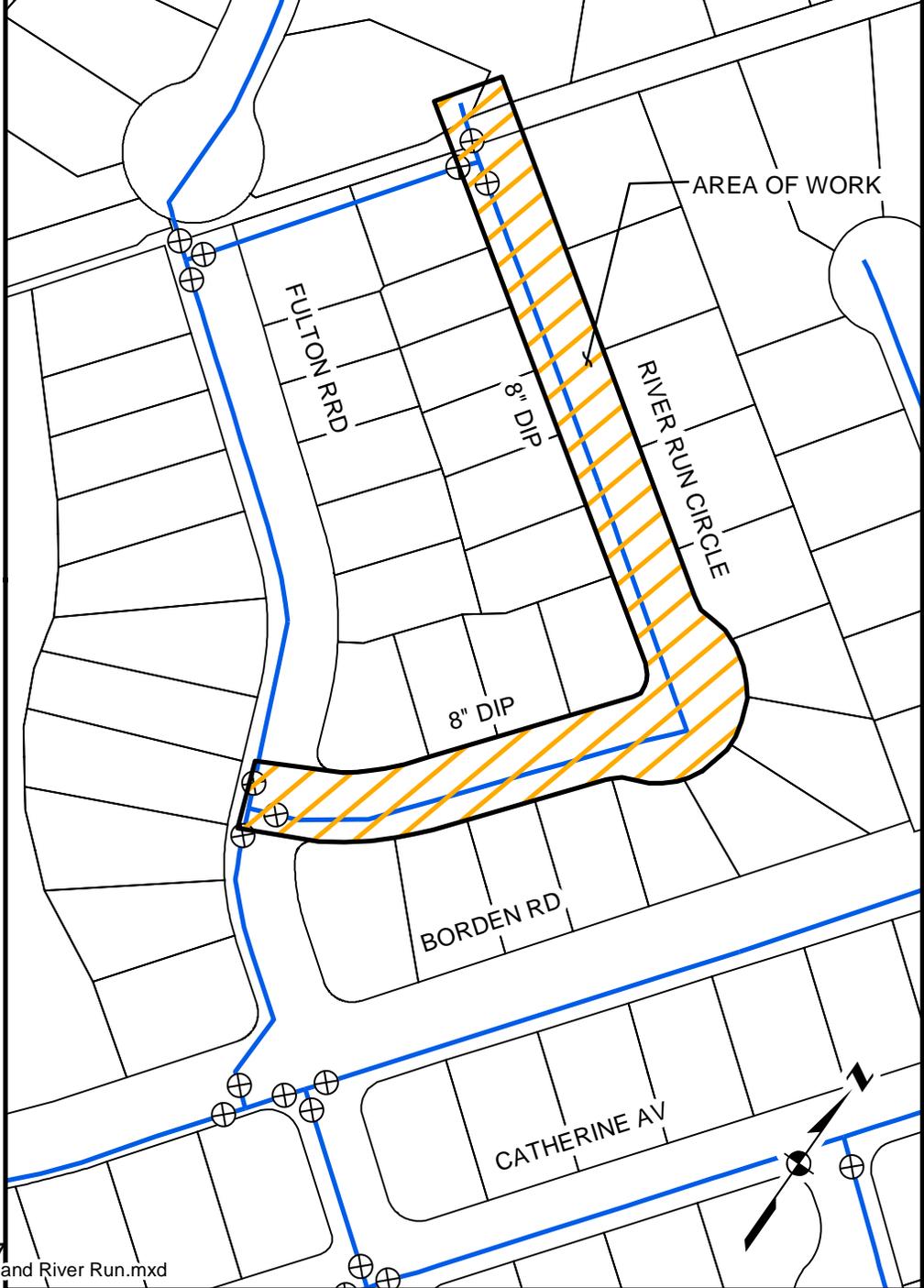
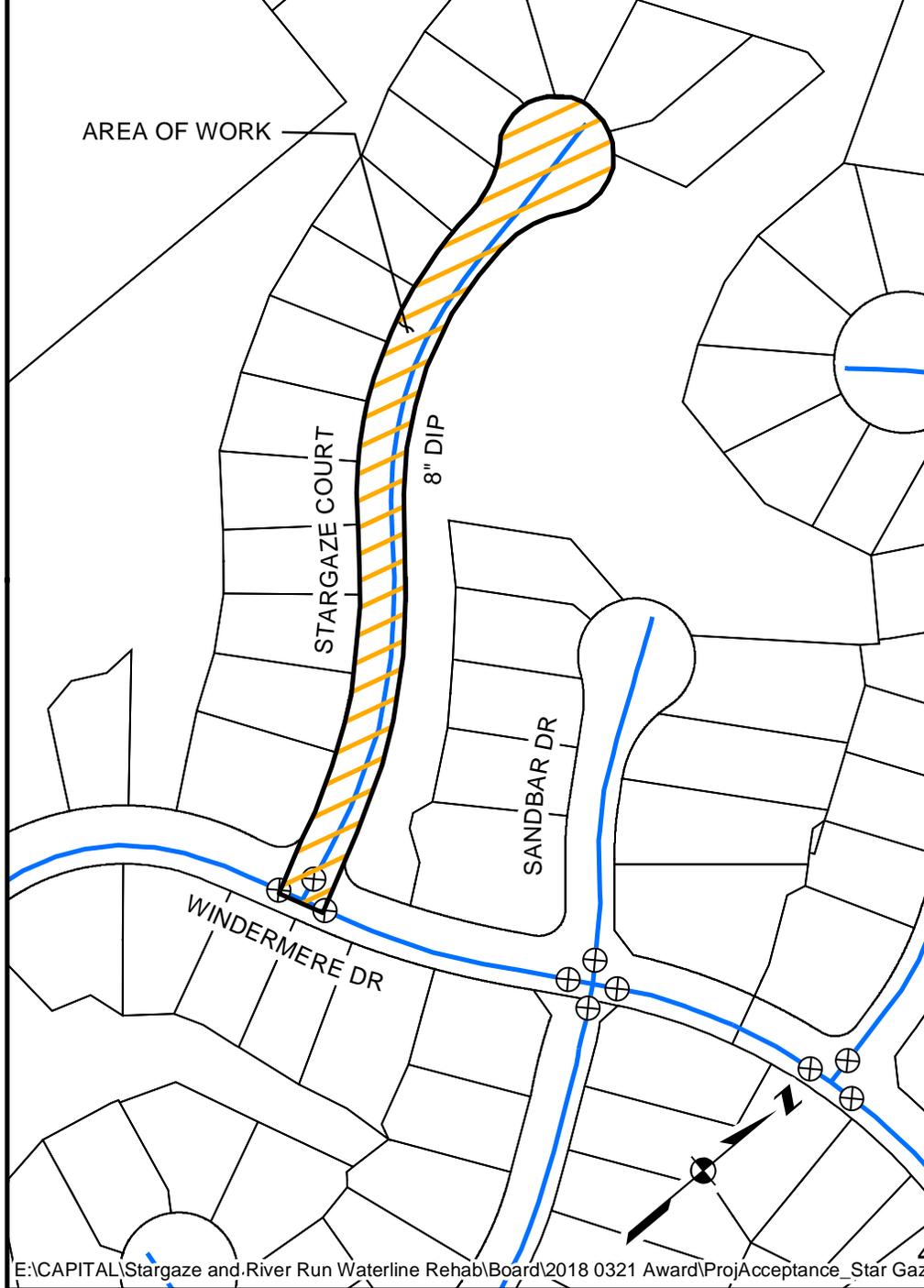
**ATTACHMENTS:**

Plat and Aerial Exhibit

# PROJECT ACCEPTANCE OF STARGAZE COURT AND RIVER RUN CIRCLE WATER LINE REHABILITATION



# PROJECT ACCEPTANCE OF STARGAZE COURT AND RIVER RUN CIRCLE WATER LINE REHABILITATION



<b>VWD DIRECTOR'S COMPENSATION FOR Jul - Sep 2018</b>
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Payments from EWA (Encina Wastewater Authority)

<u>VENDOR</u>	<u>NAME</u>	<u>EWA DATE</u>	<u>CHECK NO</u>	<u>INVOICE NET</u>	<u>DESCRIPTION</u>
2212	CRAIG ELITHARP	07/03/18	2317	200.00	BOD MEETING 6/27/18
2212	CRAIG ELITHARP	07/17/18	2346	200.00	PFC MEETING 7/10/18
2212	CRAIG ELITHARP	08/01/18	2392	200.00	BOD MEETING 7/25/18
			Meetings Only	600.00	
2028	JIM HERNANDEZ	07/03/18	186466	200.00	BOD MEETING 6/27/18
2028	JIM HERNANDEZ	08/01/18	186563	200.00	CIC MEETING 7/18/18
2028	JIM HERNANDEZ	08/01/18	186563	200.00	BOD MEETING 7/25/18
2028	JIM HERNANDEZ	08/29/18	186664	206.00	CIC MEETING 8/15/18
2028	JIM HERNANDEZ	08/29/18	186664	206.00	BOD MEETING 8/22/18
2028	JIM HERNANDEZ	09/25/18	186767	206.00	CIC MEETING 9/19/18
			Meetings Only	1,218.00	

San Diego County Water Authority  
Board of Directors  
3rd Quarter 2018 Expenses  
July, August, September

Director	Per Diem Payments	Mileage	Travel/Other	Total
Betty Evans	\$0.00	\$0.00	\$0.00	\$0.00

VALLECITOS WATER DISTRICT  
Board of Directors Per Diem and Expenses (1)  
Paid July 1, 2018 through September 30, 2018

Director Meeting/Seminar	Per Diem		Meeting				Reimbursements		Total
	#	Payments	Benefits	Registration	Travel	Lodging	Meals	Other Agencies	
<b>ELITHARP, Craig</b>									
Paid by VWD:									
VWD Meetings	8	\$ 1,600.00	-	-	-	-	45.47	-	\$ 1,645.47
COWU - Council of Water Utilities	2	400.00	-	90.00	36.18	-	-	-	526.18
SDLF-Spec Dist Leadrshp Found	-	-	-	65.00	-	-	-	-	65.00
Group Insurance	-	-	90.38	-	-	-	-	-	90.38
<b>Paid by EWA - Encina JPA</b>	<b>3</b>	<b>600.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600.00</b>
	<b>13</b>	<b>\$ 2,600.00</b>	<b>\$ 90.38</b>	<b>\$ 155.00</b>	<b>\$ 36.18</b>	<b>\$ -</b>	<b>\$ 45.47</b>	<b>\$ -</b>	<b>\$ 2,927.03</b>
<b>EVANS, Betty</b>									
Paid by VWD:									
VWD Meetings	9	\$ 1,800.00	-	-	-	-	-	-	\$ 1,800.00
ACWA	3	600.00	-	-	-	-	-	-	600.00
CASA	-	-	-	75.00	-	-	-	-	75.00
CSDA - CA Special Districts Assoc	-	-	-	600.00	-	-	-	-	600.00
North County Group - Rincon	3	600.00	-	-	-	-	-	-	600.00
SDLF-Spec Dist Leadrshp Found	-	-	-	65.00	-	-	-	-	65.00
Group Insurance	-	-	781.38	-	-	-	-	-	781.38
Paid by VWD - SDCWA pmt differential	6	300.00	-	-	-	-	-	-	300.00
<b>Paid by SDCWA **</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>21</b>	<b>\$ 3,300.00</b>	<b>\$ 781.38</b>	<b>\$ 740.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,821.38</b>
<b>HERNANDEZ, James</b>									
Paid by VWD:									
VWD Meetings	12	\$ 2,400.00	-	-	-	-	39.90	-	\$ 2,439.90
CASA	3	600.00	-	575.00	414.41	596.80	92.65	-	2,278.86
Chamber of Commerce - San Marcos	1	200.00	-	-	-	-	-	-	200.00
COWU - Council of Water Utilities	1	200.00	-	90.00	18.09	-	-	-	308.09
CSDA - CA Special Districts Assoc	1	200.00	-	630.00	30.60	-	-	-	860.60
SD County Planning Comm	1	200.00	-	-	-	-	-	-	200.00
UWI - Urban Water Institute	-	-	-	425.00	-	-	-	-	425.00
Nameplate	-	-	21.55	-	-	-	-	-	21.55
Group Insurance	-	-	2,072.84	-	-	-	-	-	2,072.84
<b>Paid by EWA - Encina JPA</b>	<b>6</b>	<b>1,218.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,218.00</b>
	<b>25</b>	<b>\$ 5,018.00</b>	<b>\$ 2,094.39</b>	<b>\$ 1,720.00</b>	<b>\$ 463.10</b>	<b>\$ 596.80</b>	<b>\$ 132.55</b>	<b>\$ -</b>	<b>\$ 10,024.84</b>
<b>MARTIN, Hal</b>									
Paid by VWD:									
VWD Meetings	13	\$ 2,600.00	-	-	-	-	55.72	-	\$ 2,655.72
CASA	3	600.00	-	575.00	343.60	596.80	28.78	-	2,144.18
Chamber of Commerce - San Marcos	1	200.00	-	-	-	-	-	-	200.00
COWU - Council of Water Utilities	2	400.00	-	90.00	36.18	-	-	-	526.18
CSDA - CA Special Districts Assoc	1	200.00	-	630.00	30.60	-	-	-	860.60
Riverrun - In the Street Outreach	2	400.00	-	-	-	-	-	-	400.00
SDLF-Spec Dist Leadrshp Found	-	-	-	65.00	-	-	-	-	65.00
SDNEDC	1	200.00	-	-	-	-	-	-	200.00
UWI - Urban Water Institute	3	600.00	-	425.00	100.39	-	13.88	-	1,139.27
Group Insurance	-	-	662.43	-	-	-	-	-	662.43
	<b>26</b>	<b>\$ 5,200.00</b>	<b>\$ 662.43</b>	<b>\$ 1,785.00</b>	<b>\$ 510.77</b>	<b>\$ 596.80</b>	<b>\$ 98.38</b>	<b>\$ -</b>	<b>\$ 8,853.38</b>
<b>SANELLA, Mike</b>									
Paid by VWD:									
VWD Meetings	10	\$ 2,000.00	-	-	-	-	64.89	-	\$ 2,064.89
COWU - Council of Water Utilities	2	400.00	-	90.00	18.09	-	-	-	508.09
Riverrun - In the Street Outreach	2	400.00	-	-	-	-	-	-	400.00
SDLF-Spec Dist Leadrshp Found	-	-	-	65.00	-	-	-	-	65.00
Group Insurance.	-	-	697.80	-	-	-	-	-	697.80
	<b>14</b>	<b>\$ 2,800.00</b>	<b>\$ 697.80</b>	<b>\$ 155.00</b>	<b>\$ 18.09</b>	<b>\$ -</b>	<b>\$ 64.89</b>	<b>\$ -</b>	<b>\$ 3,735.78</b>
<b>TOTALS (1)</b>	<b>99</b>	<b>\$18,918.00</b>	<b>\$ 4,326.38</b>	<b>\$ 4,555.00</b>	<b>\$ 1,028.14</b>	<b>\$ 1,193.60</b>	<b>\$ 341.29</b>	<b>\$ -</b>	<b>\$30,362.41</b>

(1) Includes both expenses paid directly by the Agencies and reimbursements of expenses paid by Board members.

Presented in accordance with ordinance number 194, effective 5/17/2015. (Board per Diem, \$200/meeting)

\* Payments by SDCWA - none paid this quarter per SDCWA

\* As of 4th Qtr 2017 - EWA meetings are \$200 each - VWD payment differential no longer applies

\*\* SDCWA only required to publish report for Boardmember payments once per year. Fiscal Year End, June 30th



**SAN DIEGO NORTH**

Economic Development Council

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**2018 North County Excellence in  
Economic Development Awards  
Luncheon**

**Presented by  
San Diego Gas & Electric**

**Sponsored by  
California State University, San Marcos  
EDCO  
Rescare  
The Classical Academy  
Tri-City Medical Center  
MiraCosta College**

Friday, December 7th  
11:30 to 1:30 p.m.

California State University San Marcos  
Student Union Ballroom

Join 300+ North County leaders to celebrate economic development in North County. This year we will recognize projects, business expansions, business relocations, infrastructure improvements and higher-ed investments from throughout North County that are creating a more vibrant economy for all of our residents. We are also excited to announce that a special lifetime achievement award will be given out to Supervisor Bill Horn in recognition of his three decades of service and stewardship in North county.