



VALLECITOS WATER DISTRICT

Water and Wastewater Specialists since 1955

201 Vallecitos de Oro • San Marcos, CA 92069-1453 • Telephone (760) 744-0460

DEVELOPER'S PROCESS FOR FINAL BOARD ACCEPTANCE AND RELEASE FOR SERVICE

1. All field items shall be completed, verified and acceptable to District Inspector
 - Meter number/APN/address form – include street addresses for all meters. Irrigation meters may use address of irrigation controller.
 - Compaction Certification – letter from soils engineer for water & sewer trench backfill.
 - Warranty bond – 25% of original improvement bond.
 - As-built photo mylars submitted to Engineering Technician for review and approval by the District Inspector.
 - ACAD files digitally submitted to Engineering Technician.
 - Other items as determined by District Inspector i.e. Punchlist.
2. Inspection Department will notify Engineering Technician that all items in Step 1 are complete, and project can proceed towards Final Acceptance by the Board of Directors.
3. Engineering Technician will prepare project for Final Board Acceptance
 - Check account balance and notify developer of any balance due. Payment must be received prior to placing the project on the Board agenda.
 - Place the project on the next available Board meeting agenda.
 - Board of Directors meets on the 1st and 3rd Wednesday of each month.
 - Items for Board agenda must be ready 2 weeks prior to the Board meeting.
 - Labor and Material Record revised if quantities changed from Engineers Estimate and signed by the Owner.
4. Final Acceptance by Board of Directors
5. **Water meters will not be unlocked by inspector. Customer shall contact Customer Service to sign up for service. All meters must be accessible and protected from construction activity or no meters will be unlocked. Backflow certification to be coordinated with the Meter Department during the unlock process.**
6. Occupancy cards can be signed after project has been completed and accepted by VWD Board of Directors.
7. Improvement Bonds are released 40 days after Final Acceptance date.
8. Warranty Bond is released one year after Final Acceptance date provided the facilities are free of defects in materials and/or workmanship as determined by video inspection.

Signature of Developer or Authorized Representative

Date

Signature of Developer's Contractor

Date