

AGENDA FOR A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, SEPTEMBER 6, 2017, AT 5:00 P.M.
AT THE DISTRICT OFFICE
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT ELITHARP

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 SEPTEMBER 6, 2017

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 – AUGUST 16, 2017

Approved minutes become a permanent public record of the District.

Recommendation: Approve Minutes

- 1.2 WARRANT LIST THROUGH SEPTEMBER 6, 2017 – \$4,837,881.17 (pp. 14-18)

Recommendation: Approve Warrant List

- 1.3 FINAL ACCEPTANCE OF WATER IMPROVEMENTS FOR ALTMAN'S NURSERY, APN 178-170-08 (THIRDSIES, LLC C/O OTAY REAL ESTATE COMPANY) (pp. 19-21)

Installation of water facilities has been completed.

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

- 1.4 FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS FOR RANCHO CORONADO BACKBONE IMPROVEMENTS, APN'S 221-091-21, 222-080-59 & 222-170-28 (BROOKFIELD HOMES – RANCHO CORONADO, LLC) (pp. 22-24)

Installation of water and sewer facilities has been completed.

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

- 1.5 FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS FOR RANCHO CORONADO PHASE 1 IMPROVEMENTS, APN'S 222-091-21, 222-080-59 & 222-170-28 (BROOKFIELD HOMES – RANCHO CORONADO, LLC) (pp. 25-27)

Installation of water and sewer facilities has been completed.

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

- 1.6 APPROVAL OF CONSTRUCTION AGREEMENT FOR WATER AND SEWER IMPROVEMENTS FOR SAN ELIJO HILLS TOWN CENTER, APN 223-630-23 (SEH LIFESTYLE CENTER, LLC) (pp. 28-30)

The project is located northwest of San Elijo Road South between Baker Street and Elfin Forest Road.

Recommendation: Approve Construction Agreement

- 1.7 RESOLUTION ADOPTING THE DISTRICT PAY SCHEDULE (pp. 31-34)

The California Public Employees' Retirement System requires all agencies to have their pay schedules be publicly available and approved and adopted by the governing body.

Recommendation: Adopt Resolution

- 1.8 FALL 2017 BETWEEN THE PIPES – VALLECITOS WATER DISTRICT QUARTERLY NEWSLETTER (pp. 35-38)

Recommendation: Approve Fall 2017 Between the Pipes Newsletter

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

ACTION ITEMS

- 2.1 APPROVAL OF SALE OF VALLECITOS WATER DISTRICT PROPERTY TO BROOKFIELD RANCHO CORONADO, LLC AND ANNEXATION INTO THE SEWER SERVICE AREA (APN 222-190-02 & 06) (pp. 39-42)

The developer is requesting to purchase three small non-contiguous parcels totaling 0.61 acres of Vallecitos Water District's Southlake Reservoir property.

Recommendation: Approve sale of District property and subsequent annexation with conditions

- 2.2 APPROVAL OF ESCROW ACCOUNT FOR WATER CAPITAL FACILITY FEES FOR "PALISADES ESTATES," APN'S 172-110-07, 08, 35 & 174-260-03, 04, 09 & 22 (PROGRAM RESOURCES, INC) (pp. 43-46)

The developer has proposed to place the necessary funds for water capital facility fees into an escrow account.

Recommendation: Approve escrow agreement with conditions

- 2.3 BILLING ADJUSTMENT (pp. 47)

This item is presented at the request of Director Martin.

Recommendation: For Information Only

*****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 MEETINGS (pp. 48)

WEF San Joaquin River Restoration Tour

November 1 – 2, 2017 – Begins and ends in Fresno, CA

*****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

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 4:00 p.m., Friday, September 1, 2017.

Diane Posvar

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, AUGUST 16, 2017, AT 5:00 PM AT THE DISTRICT OFFICE,
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

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

Director Martin led the pledge of allegiance.

Present: Director Evans
Director Hernandez
Director Martin
Director Sannella

Absent: Director Elitharp

Staff Present: General Manager Pruim
Assistant General Manager Scaglione
Legal Counsel Scott
District Engineer Gumpel
Finance Manager Fusco
Capital Facilities Senior Engineer Hubbard
Development Services Senior Engineer Scholl
Capital Facilities Engineer Santos
Accounting Supervisor Owen
Executive Secretary Posvar

ADOPT AGENDA FOR THE REGULAR MEETING OF AUGUST 16, 2017

17-08-01 MOTION WAS MADE by Director Martin, seconded by Director Sannella, and carried unanimously, with Director Elitharp absent, to adopt the agenda for the Regular Board Meeting of August 16, 2017.

PUBLIC COMMENT

Mike Hunsaker, member of the public, addressed the Board stating his concerns about the District's water and sewer capacity fee deficits, the need for more detail on the cause of the deficits, and what can be done to control the increase of debt. He thanked the Board.

Vice President Hernandez requested staff meet with Mr. Hunsaker to address his concerns.

CONSENT CALENDAR

Director Martin requested Item 1.3A be pulled from the Consent Calendar for further discussion.

17-08-02 MOTION WAS MADE by Director Evans, seconded by Director Martin, and carried unanimously, with Director Elitharp absent, to approve the Consent Calendar as presented with the exception of Item 1.3A.

- 1.1 Approval of Minutes
 - A. Closed Session Board Meeting – July 17, 2017
 - B. Closed Session Board Meeting – July 19, 2017
 - C. Regular Board Meeting – July 19, 2017
 - D. Finance/Investment Committee Meeting – July 24, 2017
- 1.2 Warrant List through August 16, 2017 - \$6,379,762.99
- 1.3 Financial Reports
 - B. Water Production/Sales Report – 2017/2018
 - C. Water Revenue and Expense Report – July 31, 2017
 - D. Sewer Revenue and Expense Report – July 31, 2017
 - E. Reserve Funds Activity – July 31, 2017
 - F. Investment Report – June 30, 2017 & July 31, 2017
- 1.4 Final Acceptance of Sewer Improvements for North City Drive Sewer Relocation (Quad SM, LLC)
- 1.5 Final Acceptance of Water and Sewer Improvements for North City East – Unit 1 (Block C), APN's 220-200-02, 43, 52, 79, 81 & 82 (Urban Villages San Marcos, LLC)
- 1.6 Final Acceptance of Water and Sewer Improvements for Redel Road Water and Sewer Relocations (Urban Villages San Marcos, LLC)
- 1.7 Final Acceptance of Water and Sewer Improvements for Shane Park Plaza, APN 219-074-24 (RSF Associates, LLC)
- 1.8 Approval of Construction Agreement for Rancho Coronado Park Crossings, APN's 222-080-09, 59 & 222-170-28 (Brookfield Rancho Coronado, LLC)
- 1.9 Construction Contract Award of North and South Pressure Reducing Station Upgrades
- 1.10 Resolution Adopting the District Pay Schedule

Discussion of Consent Calendar Item 1.3A took place as follows:

- 1.3 A. Water Meter Count – July 31, 2017

Director Martin asked if the Water Meter Count could be removed from future Board agendas. General Manager Pruiim stated the information is provided to help the Board understand the amount of facilities the District maintains. The consensus of the Board was to continue including the Water Meter Count on Board agendas.

- 17-08-03 MOTION WAS MADE by Director Martin, seconded by Director Sannella, and carried unanimously, with Director Elitharp absent, to approve Item 1.3A of the Consent Calendar as presented.

ACTION ITEMS

APPROVAL TO DISPOSE OF SURPLUS LAND CONSISTING OF THE UNDEVELOPED PORTION OF THE DISTRICT HEADQUARTERS SITE (APN 220-220-06)

General Manager Pruim stated this item was discussed in a Closed Session Board meeting during which the Board directed staff to start the process of disposing of the District's undeveloped "Hillside Property." In order to do so, the Board must declare the property surplus land. In accordance with Government Code 54222, should the Board declare the property surplus land, it must first be offered for sale or lease to other local public agencies such as the City of San Marcos or the San Marcos School District for the purpose of developing low-moderate-income housing, or for park and recreational purposes, or for open-space purposes.

Staff recommended the Board approve the disposition of the Hillside Property as surplus land consisting of approximately 32.7 acres of undeveloped property and direct staff to provide written offers to sell or lease the property to applicable public agencies in accordance with Government Code 54222.

General discussion took place during which Director Martin expressed his concern with directing staff to provide written offers to sell or lease the property to applicable public agencies. Legal Counsel Scott explained the process which would begin the negotiation process with interested parties.

- 17-08-04 MOTION WAS MADE by Director Evans, seconded by Director Martin, and carried unanimously, with Director Elitharp absent, to approve the disposition of the Hillside Property as surplus land and direct staff to provide written offers to sell or lease the property to applicable public agencies.

Director Martin requested further discussion on Items 1.9 and 1.10 of the Consent Calendar that were previously approved by the Board.

Discussion of Consent Calendar Items 1.9 and 1.10 took place as follows:

- 1.9 Construction Contract Award of North and South Pressure Reducing Station Upgrades

Director Martin asked what the potential savings in staff time would be due to staff being able to monitor and control the pressure reducing stations remotely with the proposed upgrades. General Manager Pruim stated the main reason for the project is to enlarge

and modernize the facilities; however, it would also save staff time not having to travel to the pressure reducing stations. Staff will provide the Board with an estimate of the amount of staff time the upgrades will save.

1.10 Resolution Adopting the District Pay Schedule

Director Martin stated he did not recall having seen the District pay schedule previously or the Board discussing it. General Manager Pruim stated this item is a formality required by the California Public Employees' Retirement System (CalPERS) that all agencies must have their pay schedules available and approved and adopted by their governing body in accordance with applicable public meeting laws. The District's pay schedule reflects actions taken by the Board including the change in pay ranges due to the Cost of Living Adjustment in the Memorandum of Understanding (MOU) with the Vallecitos Water District's Employees' Association that was approved on June 15, 2016, as well as position changes. The intent of the resolution is to memorialize the actions of the Board for the purposes of CalPERS.

Director Martin expressed his concern that the Board has not had the opportunity to discuss the pay schedule, and that he has many questions about it. General Manager Pruim stated the Board could request this item be placed a future agenda for a Board meeting or Finance/Investment Committee meeting for further discussion. Legal Counsel Scott recommended the Board direct their questions to General Manager Pruim and that the nature of the questions would determine if they should be discussed in open or closed session.

Director Martin requested this item be tabled to a future Board meeting.

General discussion took place during which it was clarified that the District's pay schedule is already in place with the current MOU, any concerns about the pay schedule would need to be addressed during the next MOU process, and that the Board had already approved Item 1.10 of the Consent Calendar earlier in this meeting.

17-08-05 MOTION WAS MADE by Director Sannella, seconded by Director Martin, and carried 3 – 1, with Director Evans voting no and Director Elitharp absent, to reconsider the Board's approval of the Consent Calendar as presented.

17-08-06 MOTION WAS MADE by Director Martin, seconded by Director Sannella, and carried 3 – 1, with Director Evans voting no and Director Elitharp absent, to table Item 1.10 of the Consent Calendar to a future Board meeting.

17-08-07 MOTION WAS MADE by Director Sannella, seconded by Director Hernandez, and carried unanimously, with Director Elitharp absent, to approve Items 1.1 through 1.9 of the Consent Calendar as presented.

ORDINANCE ESTABLISHING ADMINISTRATIVE CHARGES TO RECOVER
INDIRECT COSTS FOR FISCAL YEAR 2017-18

General Manager Pruim stated the proposed ordinance establishes an overhead rate to facilitate the recovery of indirect costs via an administrative charge. This item was presented to the Board at the June 21, 2017 Board meeting and was discussed at the Finance/Investment Committee meeting on July 24. The overhead rate is calculated using the methodology provided in the 2013 Cost of Service Report which produces a factor when indirect costs are divided by the direct costs. The proposed overhead rate for Fiscal Year 2017-18 is 221% which is effectively an 8% increase over the current overhead rate of 205%.

Mike Hunsaker, member of the public, addressed the Board stating District documents estimate recovery of \$1.6 million. It seems to him that a great deal of that comes from reviewing plans. He also questioned the amount of the rate increase which he feels needs some explanation. He thanked the Board.

General Manager Pruim explained how the overhead rate increase was calculated, and stated indirect costs have increased and direct costs have decreased. When the numerator (indirect costs) increases and the denominator (direct costs) decreases, the percentage increases more rapidly than the inflation rate. He further stated \$1.6 million is only an estimate based on how many of the activities the rate is applied to have been completed in the past.

17-08-08 MOTION WAS MADE by Director Evans, seconded by Director Martin, and carried unanimously, with Director Elitharp absent, to adopt the Ordinance.

Ordinance No. 206 - the roll call vote was as follows:

AYES: Evans, Hernandez, Martin, Sannella
NOES:
ABSTAIN:
ABSENT: Elitharp

ACWA COMMITTEE APPOINTMENT NOMINATIONS FOR THE 2018-2019 TERM

General Manager Pruim stated ACWA is requesting committee nominations from ACWA members for the 2018-2019 term. The committees need active, involved individuals able to expend the time and provide their expertise if appointed. The District is responsible for all costs associated with the participation of its representatives on committees. Nominations are due no later than September 29, 2017.

He further stated that President Elitharp has previous experience on the Energy, Water Quality, and Groundwater Committees, and would be happy to serve on any of those committees, particularly the Energy Committee. Currently, Director Hernandez serves on the Groundwater Committee and Director Martin serves on the Energy and

Membership Committees.

Director Martin stated he wished to withdraw from the Energy and Membership Committees, and recommended President Elitharp for the Energy Committee.

Director Hernandez stated he would like to continue his participation on the Groundwater Committee.

General discussion took place. No action was taken.

CAPITAL IMPROVEMENT PROJECTS YEAR END REPORT

Capital Facilities Senior Engineer Hubbard facilitated a presentation on the Capital Improvement Projects Year End Report for the Fiscal Year 2016-17. He demonstrated how to access information on the District's website which includes a map of active capital improvement projects with links to corresponding fourth quarter reports for each project. He discussed the project summaries which include information such as monthly tracking of contractor invoices, change orders, outside contracts, District purchased materials, and reimbursements.

Capital Facilities Senior Engineer Hubbard provided an overview of four projects that were completed in Fiscal Year 2016-17: Lift Station 1 Waterman Valves Replacement, Lift Station 1 Pump Improvements, Knoll Road Sewer Line Replacement, and MRF Tertiary Media Filter Replacement.

General question and answer took place during the presentation.

This item was presented for information only.

REPORTS

GENERAL MANAGER

General Manager Pruum reported the following:

- The San Diego County Water Authority has released its final draft of their Water Shortage Contingency Plan which will be presented to their Board at the end of August.
- The California Association of Sanitary Agencies (CASA) Annual Conference will be held next week in San Diego. Director Evans will be attending in President Elitharp's absence to cast the vote for the CASA Board of Directors election.
- The Newland Sierra project is in the environmental review phase. Staff submitted the District's comments to the Environmental Impact Report this week.
- A prison crew working with Cal Fire has been assisting the District with fire breaks and weed abatement on the adjacent hillside property.

- Planned night-time sewer cleaning on San Marcos Boulevard will begin on Sunday, August 20.

DISTRICT LEGAL COUNSEL

Legal Counsel Scott commented that contingencies in public works contracts can be very tricky. In the competitive environment of the past ten years, many times contractors will underbid a project just to be able to catch up by issuing change orders. A hospital project he has been involved with recently resulted in almost 20% in change orders.

Legal Counsel Scott stated the CASA conference next week will include information on topics such as Proposition 218, regional notification revisions, CalPERS' statement regarding uniforms as compensation, and responsibility for replacing facilities in a right-of-way.

SAN DIEGO COUNTY WATER AUTHORITY

Director Evans stated the Board recently discussed water treatment operations of desal and the Twin Oaks Valley Water Treatment Plant as well as the replacement of media filters in those facilities due to changing properties of the water, depending on its origin.

She further stated the Board recently approved a new administrative code prohibiting the use of personal electronics during closed session meetings.

The Board discussed the Oroville Dam, noting that the Oroville Dam will be repaired using roller compacted concrete, which is the same material that was used for the raising of the San Vicente Reservoir.

ENCINA WASTEWATER AUTHORITY

Director Hernandez reported on his attendance to the Capital Improvement Committee meeting this morning at which he and other Committee members questioned a recent change order for engineering services that will be renegotiated. The next Board meeting is scheduled on August 23.

STANDING COMMITTEES

Director Martin stated the Finance/Investment Committee met on July 24.

Director Hernandez requested an Engineering/Equipment Committee be scheduled for an update on the locker room expansion project.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Director Evans reported on her attendance to the August 15 Council of Water Utilities (COWU) meeting.

Director Hernandez reported on his attendance to the COWU meeting, a SDCWA Roundtable meeting, and the Urban Water Institute Conference.

Director Martin reported on his attendance to the San Marcos Chamber Meet Your Elected Officials event, the San Diego North Economic Development Council's Public Policy Meeting, and the COWU meeting.

Director Sannella reported that he was a panelist for a North San Diego County Association of Realtors/Commercial Division event.

OTHER BUSINESS

QUARTERLY BOARD EXPENSES

This information was provided per Ordinance No. 203; no action required.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

Director Hernandez requested the District's emergency action plan be placed on a future Board agenda for review.

Director Martin commented that the District has no way of knowing if private septic haulers are dumping waste into the District's sewer system and asked if there was a way to lock the manholes to prevent this from happening. General Manager Prui stated there is a way to lock manholes; however, it impedes the monitoring and cleaning of the system. Staff does identify manholes that are highly likely to be tampered with and bolts them down, but does not bolt all of them down.

Director Hernandez stated that Encina will release a report in October that they will be able to open a station for delivery of waste safely and legally. Also, Stone Brewery has signed a contract with Encina to deliver all of their pulp and pulp from other craft breweries to Encina.

Director Martin requested a report on the hillside antennae adjacent to the District Office as to how much money per year over the last 10 – 15 years is being taken in and where this information is included in the budget.

Director Martin received a copy of a letter from a customer who believes they owe more for their sewer service than they have been billed for. He would like this topic placed on a future Board agenda to discuss District policy in a situation such as this.

ADJOURNMENT

There being no further business to discuss, Vice President Hernandez adjourned the Regular Meeting of the Board of Directors at the hour of 6:31 p.m.

A Regular Meeting of the Vallecitos Water District Board of Directors has been scheduled for Wednesday, September 6, 2017, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

James Hernandez, Vice President
Board of Directors
Vallecitos Water District

ATTEST:

Glenn Pruim, Secretary
Board of Directors
Vallecitos Water District

VALLECITOS WATER DISTRICT
WARRANTS LIST
September 6, 2017

PAYEE	DESCRIPTION	CHECK#	AMOUNT
CHECKS			
Garnishments	Payroll Garnishments	111545 through 111548	-
ACWA/Joint Powers Insurance	Group Insurance Sept	111549	188,357.10
Universal Protection Service LP	Weekly Deposit Svc May & June	111550	133.56
J.C. Ehrlich Co Inc	Plant Maintenance July	111551	263.00
Blue Cross of California	EAP FY 17-18	111552	31,731.24
Aqua-Metric Sales Co	Meters 2	111553	2,413.84
B & C Crane Service Inc	Crane Rentals - MRF & Palos Vista Pump Station Prj 20161-8	111554	945.00
Bear Com	2 Way Radio MRF	111555	911.01
Boncor Water Systems	Soft Water & Drinking Water Svc Aug	111556	1,645.00
Boot World Inc	Safety Boots	111557	396.96
California Special Dist Assn.	Meeting 8-17-17 Hernandez, Martin, Sannella, Pruim	111558	120.00
Calolympic Safety	Hardware Supplies	111559	109.87
Capital One Commercial DBA Costco	Office Supplies July	111560	2,062.57
Christopher Carlisle	Water Distribution Cert SWRCB	111561	130.00
CCI	Water Treatment July	111562	220.00
Chanell Marshall	Closed Account Refund	111563	49.49
Construction Diamond Products Inc	Hardware Supplies Prj 20161-8	111564	348.85
Corodata Media Storage Inc	Backup Storage Tape July	111565	172.74
Council of Water Utilities	Meeting 8-15-17, Evans, Hernandez, Martin, Sannella, Pruim, Scaglione	111566	150.00
County of San Diego	Inspection Svcs	111567	80.00
Craig Elitharp	COWU Meeting 7-18-17	111568	16.52
David King	Closed Account Refund	111569	31.85
DirecTV Inc	Satellite Svcs August	111570	69.54
Steven F Albrecht	Supervisor Training, 6-19-17, 7-5-17, 7-24-17	111571	1,000.00
EDCO Waste & Recycling Serv	Trash Svc July	111572	870.82
Encina Wastewater Authority	CalPers Pay Down FY 17-18	111573	178,772.00
Encina Wastewater Authority	Water Testing	111574	6,566.00
ENM Studio 1, LLC	Wellness Event 7-25-17	111575	420.00
Escondido Optimetrix	Prescription Lenses For Safety Eyewear I Murguia	111576	287.00
Fisher Scientific LLC	Lab Supplies MRF	111577	840.89
Free Builders Supply	Rapidset Concrete	111578	945.69
Golden State Graphics	218 Reports Prj 20181-43	111579	312.48
Haaker Equipment Co.	Hydraulic Oil Cooler Repair Veh 240, Check Valves 4 Vactor 243	111580	8,796.55
David L Harmon	Computer Purchase Program	111581	1,944.49
James R Hernandez	COWU Meeting 7-18-17	111582	16.52
Hodge Products Inc	Facility Locks 120	111583	2,702.37
Home Depot Credit Services	Hardware Supplies	111584	1,312.62
Infinisource	Admin Fees June	111585	80.00
Infrastructure Engr Corp	NCTD Sewer Repair Prj 20161-11	111586	1,578.00
International Business Machines Corporation	Maximo Support & Licensing 17-18	111587	75,491.15
Interstate Batteries	Batteries MRF	111588	826.99
JCI Jones Chemicals Inc	Chlorine	111589	5,833.05
Lee Kirby	Distribution Basics Cert	111590	200.00
Knowbe4, Inc.	Security Software Renewal 17-18	111591	1,840.00
Lawnmowers Plus Inc	Trimmer Blades, Hardware Supplies	111592	752.24
Lawyers Title Company	Preliminary Report	111593	350.00
Liebert Cassidy Whitmore	Consulting Svcs General Matters	111594	4,267.00
Lindsay & Eric Monton	Closed Account Refund	111595	65.60
Lloyd Pest Control	Pest Control July	111596	674.00
Hal Martin	SDNEDC Meeting 7-11-17, COWU Meeting 7-18-17	111597	32.79
Matheson Tri-Gas Inc	Cylinder Rental	111598	50.54
NCB Reprographics	Copies Prj 20141-7	111599	292.11
Mike Sannella	SDNEDC Meeting 6-29-17, COWU MEETING 7-18-17	111600	22.41
Minhchau Nguyen	Refund Encroachment Fee	111601	300.00
Occu Med Ltd	Medical Svcs	111602	572.00
Official Payments Corporation	OPC Return Fees 2	111603	10.00
Olivenhain MWD	Treated Water July	111604	60,957.00
Pacific Pipeline Supply	Hydrant Extensions 3, Sample Point Can, Plugs 44, Valve Material Prj 20171-266	111605	4,025.19
Parkhouse Tire Inc	Tires For Backhoe Veh 239 4, Tires 8 Veh 189 & 235	111606	7,277.00
Pencco, Inc.	Trioxyn, Sulfend RT	111607	29,792.86
Pitney Bowes	Postage Meter Refill	111608	82.57
Recycled Aggregate Materials Co Inc	Concrete Recycling	111609	150.00

VALLECITOS WATER DISTRICT
WARRANTS LIST
September 6, 2017

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Reyna & Ruben Moreno	Closed Account Refund	111610	79.74
Robert Soto	Refund of Deposit Balance Prj 20171-258	111611	5,050.85
Ryan Mizgorski	Closed Account Refund	111612	64.77
SDG&E	Power July	111613	27,060.23
San Marcos Unified School Dist	Transportation Svcs Prj 20171-29	111614	600.00
Scada Integrations	Misc Scada Programming MRF	111615	3,062.50
Thomas F Scaglione	ACWA Tour 7-26-17	111616	19.39
Sea Breeze Janitorial	Janitorial Services Aug	111617	553.13
Shamrock Group, Inc.	Raise & Pave Manhole Covers Las Posas Rd - 5 Total	111618	37,500.00
Southern Counties Lubricants, LLC	Oil & Diesel Fuel	111619	1,420.59
Spatial Wave Inc	Mapplet Annual Maintenance 17-18	111620	3,400.00
Standard Insurance Company	LTD, LIFE, ADD Aug	111621	6,438.76
Staples Advantage	Office Supplies	111622	359.35
State of California -DTSC	Annual EPA Id #201730821	111623	415.00
State Water Resources Control	Water Distribution Cert J Aceves	111624	80.00
State Water Resources Control	Water Distribution Cert C Carlisle	111625	105.00
State Water Resources Control	Drinking Water Lab Cert - Water Ops	111626	2,741.00
T4 Spatial, LLC	CCTV Annual Subscription Renewal 17-18	111627	36,000.00
Thyssen Krupp Elevator	Elevator Maintenance Aug - Oct	111628	962.71
Total Resource Mgt Inc	Maximo Support June	111629	733.50
Union Bank FKA 1st Bank Card	Meetings & Travel July	111630	438.00
Union Bank FKA 1st Bank Card	Meetings & Travel July	111631	699.00
Union Bank FKA 1st Bank Card	Meetings & Travel July	111632	4,364.18
Union Bank FKA 1st Bank Card	Meetings & Travel July	111633	1,915.05
Univar USA Inc	Sodium Hypo Liquichlor, Caustic Soda, Sodium Bisulfite	111634	9,140.14
UPS	Shipping July	111635	196.47
Verizon Wireless	IPad Svc & Cell Phone Svc July	111636	2,054.79
Vortex Industries Inc	Rolling Steel Service Door Repair - Lake San Marcos Lift Station	111637	2,071.00
Walt Nolen	Closed Account Refund	111638	27.47
Justin Woodard	Water Distribution Cert SWRCB	111639	80.00
Xerox Corporation	Copier Lease June & July	111640	5,404.17
Yan Lan Li	Closed Account Refund	111641	44.98
Environmental Resource Associates	Lab Samples For ELAP Certification MRF	111642	563.30
Airgas USA LLC	Cylinder Rental	111643	97.28
Apgn Inc.	Blower Lease Payments 15 -18 of 24	111644	16,276.00
Arthur A Brown Plumbing	Urinal Installation O & M, Toilet & Urinal Installation Bldg A	111645	2,500.00
AT&T	Phone Svc July	111646	2,965.68
Backflow Solutions, Inc.	Backflow Test Reports - 330 Total	111647	4,273.50
Barrett Engineered Pumps	Repair Backwash Pump 2 MRF	111648	1,754.39
Brady Sand & Material Inc	Rock & Cold Mix	111649	1,390.40
City of Carlsbad	Quarterly Sewer Svc	111650	6,674.40
Chlorinators Incorporated	Chlorinator Repair MRF	111651	1,351.70
Jeffrey Colwell	Video Production Prj 20181-44	111652	437.50
Core Logic Information Solutions Inc	Engineering Map Svcs July	111653	300.00
Doane & Hartwig Water Systems Inc	Hardware Supplies	111654	368.42
Electrical Sales Inc	Materials Palos Vista Pump Station Prj 20161-8	111655	1,114.21
Emcor Service	Svc Lab Equipment MRF, HVAC Preventative Maintenance	111656	3,395.94
Ewing Irrigation Products	PVC Supplies Prj 20171-17	111657	738.78
Ferguson Enterprises, Inc	Couplings, PVC Supplies	111658	6,413.36
Fiber Saver Coatings Inc	Paint Supplies	111659	393.93
Ford of Escondido	Fleet Supplies	111660	19.26
Grainger Inc	Mahr Eyewash Station Install, Hardware Supplies	111661	1,745.35
Hach Company	Hardware Supplies	111662	77.79
Hendrickson Appraisal Company, Inc.	VWD Property Research	111663	2,220.00
Infosend Inc	Support Fee, Postage & Printing July	111664	5,571.52
Inter-Lingua	Prop 218 Translation Prj 20181-43	111665	214.78
Jostle Corporation	New Intranet Software	111666	10,353.80
Knight Security & Fire Systems	Answering, Patrol Svc Aug	111667	367.61
Laser Cut Concrete Cutting Inc	Core Drilling Svcs	111668	270.00
Mallory Safety & Supply, LLC	Safety Supplies	111669	2,071.82
Mission Resource Conservation District	Water Use Evaluations 20181-46	111670	125.00
Mitchell Instrument Co Inc	Hardware Supplies	111671	277.71
North County Auto Parts	Fleet Supplies	111672	1,988.53

VALLECITOS WATER DISTRICT
WARRANTS LIST
September 6, 2017

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Ostari Inc	It Support July, Hard Drive Replacement MRF	111673	4,473.62
Plumbers Depot Inc	CCTV Transporter Prj 20181-36, Smoke Testing Supplies	111674	25,825.96
Rick Post Welding	Emergency Main Repair	111675	2,000.00
Rely Environmental	Fuel Island Maintenance Aug	111676	295.00
Rusty Wallis Inc	Soft Water Tank Svc Aug	111677	225.00
Ryan Herco Products Corp.	Injection Pump - Palos Vista Pump Station	111678	1,519.88
Schmidt Fire Protection Co Inc	Quarterly Sprinkler Inspection	111679	305.00
Sparling Instruments LLC	Flow Meter Repair - Double Peak Pump Station	111680	764.80
T.S. Industrial Supply	Marking Paint, Couplings, Bushings, Tubing	111681	1,470.47
Test America Laboratories Inc	Water Sampling	111682	932.00
Traffic Supply Inc	Custom Signs	111683	312.82
Turner Designs Inc	Calibration Solution MRF	111684	182.54
Underground Service Alert	Dig Alert Svc	111685	402.70
Unifirst Corporation	Uniform Delivery	111686	1,838.07
Union Bank	COP Admin Fees 17-18	111687	2,640.00
Unitis, Inc.	Water Softener Salt MRF	111688	1,290.74
Valley Chain & Gear Inc	Hardware Supplies	111689	46.31
VAP Enterprises Inc	Appraisal Services and Report 2 Prj 20181-37, ROW Acquisition Prj 20161-26	111690	10,520.00
Garnishments	Payroll Garnishments 111691 through	111694	-
Accurate Measurement Systems	Pressure Indicating Transmitters 3 San Elijo Hills Pump Station	111695	4,539.08
Action Mail	Between the Pipes Postage Prj 20181-43	111696	6,600.00
Ann Labe	Closed Account Refund	111697	232.23
Anne Bowles	Closed Account Refund	111698	162.76
Arthur A. Brown Plumbing	Kitchen Drain Cleaning Bldg A	111699	225.00
AT&T	Phone Svc July	111700	41.97
AT&T	Phone Svc SCADA Aug	111701	246.02
B & C Crane Service Inc	Crane Svcs, Influent Grinder Install MRF, Emergency Pump Replacement	111702	870.00
Barrett Engineered Pumps	Pump Rebuild Parts MRF	111703	831.45
Best Best & Krieger	2015 General Rate Case	111704	422.34
Black Oxide Service Inc	Machining Svcs Prj 20161-8	111705	324.00
Blair Leonard	Closed Account Refund	111706	78.54
Boot Barn	Safety Boots	111707	591.91
Brady Sand & Material Inc	Rock & Cold Mix	111708	3,214.23
Brandi Miller	Closed Account Refund	111709	69.39
Cart Mart, Inc.	New Cart Prj 20181-34	111710	13,449.36
CDW Government Inc	Hard Drives 3 MRF, Memory Sticks 2	111711	138.52
County of San Diego	Recording Fees July	111712	123.00
Crane Works Southwest, Inc	Body Swap Veh 129 to Veh 269 Prj 20171-18	111713	15,612.98
CWEA	Membership E Pedrazzi	111714	180.00
D & M Manufacturing, Inc.	Fire Hydrant Construction Meter Guards 10	111715	1,455.20
Daniel Asaro	Closed Account Refund	111716	6.24
David Jannell	Closed Account Refund	111717	48.33
Davidson Builders Inc.	Closed Account Refund	111718	35.45
Deborah & Richard Jadrnicek	Closed Account Refund	111719	102.39
DirecTV Inc	Satellite Svc Aug	111720	156.98
Employment Screening Services Inc	Employment Screening	111721	103.00
Encina Wastewater Authority	Sewer Testing	111722	15,636.50
Fernando M Mata	SWRCB Cert & Exam Fees	111723	650.00
First Call Auto Glass	Windshield Replacement MRF Duty Vehicle	111724	451.45
Fisher Scientific LLC	Lab Supplies MRF	111725	333.15
Francisco Ceja	Closed Account Refund	111726	17.15
Freedom Automation Inc	Valve Installation & Programming SCADA, Valve Position Indicators 4	111727	6,525.00
Hogue Blacktop	Closed Account Refund	111728	776.96
Howard Carmazhel	Closed Account Refund	111729	71.81
Idexx Distribution Corp.	Sample Vessels & Colilert	111730	3,154.46
Infinisource	Admin Fees July	111731	80.00
Infinity Select Insurance Company	Claim Settlement	111732	960.69
Isabella Baroncini	Closed Account Refund	111733	62.94
Jason Hubbard	Self Improvement Program & ASCE Pipeline Conference 8-6-17	111734	1,901.70
Jesse Halbig	Safety Boots	111735	150.00
JCI Jones Chemicals Inc	Chlorine	111736	1,944.35

VALLECITOS WATER DISTRICT
WARRANTS LIST
September 6, 2017

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Katherine & Lawrence Witt	Closed Account Refund	111737	372.76
Kenneth L Simon	Closed Account Refund	111738	99.40
Kimberly Ward	Closed Account Refund	111739	167.96
Law Offices of Jeffrey G Scott	Legal Svcs July	111740	14,689.00
Ledcor Construction Inc	Closed Account Refund	111741	401.90
Lorraine Altamore	Closed Account Refund	111742	26.53
Luis A Farfan	Closed Account Refund	111743	12.71
Madison Barker	Closed Account Refund	111744	50.01
Hal Martin	SDNEDC Meeting 8-8-17, COWU Meeting 8-15-17, CSDA Meeting 8-17-17	111745	47.74
Michele & Ramon Zuniga	Closed Account Refund	111746	28.26
Nathan Douroudian	Closed Account Refund	111747	66.49
National Core Community Renaissance	Check Reissue #106264	111748	1,079.13
North County Tool & Abrasive	Misc Hardware Supplies	111749	20.00
Northern Tool & Equipment Co Inc	Fleet Supplies	111750	341.98
NV5, Inc.	Public Outreach Prj 20181-43	111751	277.50
Pacific Pipeline Supply	Brass Couplings, Meter Stops, Plugs, & Ball Valves, Hardware Supplies	111752	2,783.63
Parkwynn Apartments LP	Closed Account Refund	111753	199.75
Pencco, Inc.	Trioxyn, Sulfend RT	111754	21,902.28
Pete's Road Service Inc	Alignment Veh 228	111755	125.00
Rick Post Welding	Welding Svcs Prj 20171-266, 8 Inch Pipe Welding Napa Rd.	111756	1,437.50
Progressive Business Pub	Supervisors Legal Update Newsletter 17-18	111757	284.40
Reed Electric Co	Backwash Pump Motor Prj 20161-20	111758	5,511.04
Renea Ree	Closed Account Refund	111759	20.23
Robert M Owens	Closed Account Refund	111760	107.31
Ryan Callanta	Closed Account Refund	111761	25.03
Samantha Poch	Closed Account Refund	111762	63.57
SDG&E	Power July	111763	97,625.11
San Elijo Hills Estates	Closed Account Refund	111764	113.37
Scada Integrations	Misc SCADA Programming MRF	111765	12,812.50
Schilling Paradise Corp	Closed Account Refund	111766	274.16
Schmidt Fire Protection Co Inc	Quarterly Sprinkler Maintenance	111767	268.00
Sean Donoghug	Closed Account Refund	111768	17.44
Sensus USA, Inc.	Meter Support 17-18	111769	1,949.94
Smart & Final	Office Supplies	111770	24.96
Southern Counties Lubricants, LLC	Oil	111771	192.66
Staples Advantage	Office Supplies	111772	58.33
State Water Resources Control	Water Distribution Cert B Shore	111773	105.00
State Water Resources Control	Water Distribution Cert J Childs	111774	105.00
Substantia Inc.	Closed Account Refund	111775	85.17
Superior Ready Mix Concrete LP	Concrete Mix	111776	1,033.33
Target1 Instruments LLC	Antenna For Hollandia Flow Meter	111777	328.64
Uline Inc	Sign Holders 2	111778	220.46
Univar USA Inc	Sodium Bisulfite	111779	3,519.14
UPS	Shipping Svcs July	111780	6.85
Waxie Sanitary Supply	Cleaning Supplies	111781	2,014.54
E & M Electric & Machinery, Inc.	Wonder Ware Support & Renewal 17-18	111782	13,999.50
Yvette Wagner	Closed Account Refund	111783	37.59
Automated Water Treatment	Calcium Hypochlorite Tablets	111784	3,471.29
Black & Veatch Corporation	Water & Sewer Master Plan Prj 20141-03, Recycled Water Business Plan Prj 20141-712	111785	9,829.82
CCI	Water Treatment Aug	111786	220.00
Crane Works Southwest, Inc	Crane Repairs & Inspection	111787	1,790.81
Diamond Environmental Services	Portable Restroom Mahr	111788	304.93
Doane & Hartwig Water Systems Inc	Replacement of Dosing Pumps 2 Twin Oaks Reservoir	111789	12,413.56
Electrical Sales Inc	Hydraulic Set Up Tools, Laptop Computer Pad, Hardware Supplies	111790	2,156.26
Ewing Irrigation Products	PVC Supplies	111791	50.20
Ferguson Enterprises, Inc	3 Inch Meter Replacement Parts, Valve Gate Prj 20171-501	111792	1,129.09
Grainger Inc	Hardware Supplies	111793	441.35
Hach Company	Lamp, Calibration Machine, Lap Supplies, Reagents	111794	1,444.60
Harrington Industrial	Odor Scrubber Supplies, Ball Valves 2	111795	788.11
Hawthorne Machinery Co.	Backhoe Repair Veh 239	111796	781.67
Infosend Inc	Postage & Printing Aug	111797	3,091.21

VALLECITOS WATER DISTRICT
WARRANTS LIST
September 6, 2017

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Mallory Safety And Supply, LLC	Safety Supplies	111798	2,624.96
Mitchell Instrument Co Inc	Hardware Supplies	111799	444.38
One Source Distributors LLC	Mast for Radio/Security Camera Twin Oaks Reservoir Prj 71126	111800	1,712.15
Quality Hoist & Electric	Brake Pads 2 Chlorine Room Crane MRF, Remote Replacement SEH Crane	111801	1,613.36
Shred-It US JV LLC	Shredding Svcs July- Aug	111802	228.78
Steven Enterprises Inc	Printer Maintenance Kit	111803	97.61
T.S. Industrial Supply	Vactor Nozzle, Hardware Supplies	111804	865.01
Test America Laboratories Inc	Water Testing Prj 20161-70	111805	79.50
Unifirst Corporation	Uniform Delivery	111806	2,882.71
Walters Wholesale Electric	PVC Supplies Prj 71126	111807	33.89
Total Disbursements (255 Checks)			<u>1,231,111.29</u>
 WIRES			
San Diego County Water Authority	July Water Bill	Wire	2,755,848.00
Public Employees Retirement System	Retirement Contribution - August 16, 2017 Payroll	Wire	68,054.19
Public Employees Retirement System	Retirement Contribution - August 30, 2017 Payroll	Wire	66,930.04
Total Wires			<u>2,890,832.23</u>
 PAYROLL			
Total direct deposits			Wire 223,302.84
VWD Employee Association		111545	516.00
Garnishments		111548	1,715.06
IRS	Federal payroll tax deposit	111546 through	1,715.06
Employment Development Department	California payroll tax deposit	Wire	96,724.25
CalPERS	Deferred compensation withheld	Wire	17,540.86
VOYA	Deferred compensation withheld	Wire	12,323.59
Total August 16, 2017 Payroll Disbursements			<u>6,221.88</u>
			358,344.48
 Total direct deposits			
Total direct deposits			Wire 223,033.25
VWD Employee Association		111691	510.00
Garnishments		111694	1,715.06
IRS	Federal payroll tax deposits	111692 through	1,715.06
Employment Development Department	California payroll tax deposit	Wire	95,603.73
CalPERS	Deferred compensation withheld	Wire	17,089.07
AETNA	Deferred compensation withheld	Wire	13,510.38
Total August 30, 2017 Payroll Disbursements			<u>6,131.68</u>
			357,593.17
Total Payroll Disbursements			<u>715,937.65</u>
 TOTAL DISBURSEMENTS			 <u>4,837,881.17</u>

DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: FINAL ACCEPTANCE OF WATER IMPROVEMENTS FOR ALTMAN'S NURSERY, APN 178-170-08 (THIRDSIES, LLC C/O OTAY REAL ESTATE COMPANY)

BACKGROUND:

Thirdsies, LLC C/O Otay Real Estate Company, owner of the project, has completed the installation of water facilities for their project. The project is located west of Twin Oaks Valley Road, south of Bridle Creek Lane on Quarry Road.

DISCUSSION:

Water and/or sewer facilities are constructed by a developer. When complete, those facilities are accepted by the Board of Directors and become District property.

The project constructed approximately 335 feet of 8-inch diameter PVC water main.

Upon final acceptance of the project, water service will be available to Altman's Nursery.

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 mains, assorted appurtenances were installed such as water meters, fire hydrants and gate valves.

The owner has paid a total of \$271,239.00 in water capital facility fees. Altman's Nursery needed irrigation water only. No sewer service is required. Therefore, no sewer capital facility fees will be due for this project

FISCAL IMPACT:

None. Future water revenues will offset costs of service.

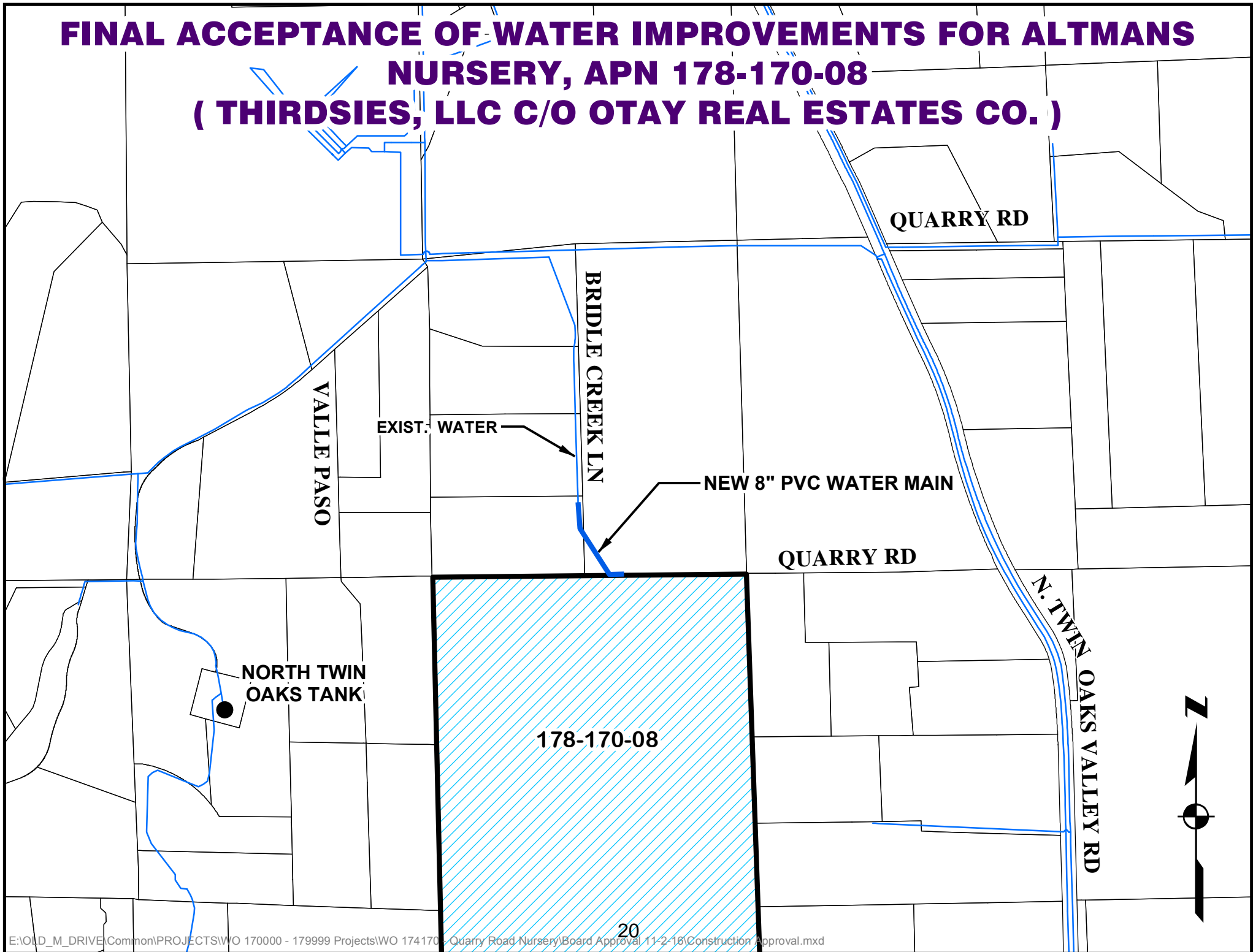
RECOMMENDATION:

Accept the project improvements and approve the filing of a Notice of Completion for Altman's Nursery Improvements.

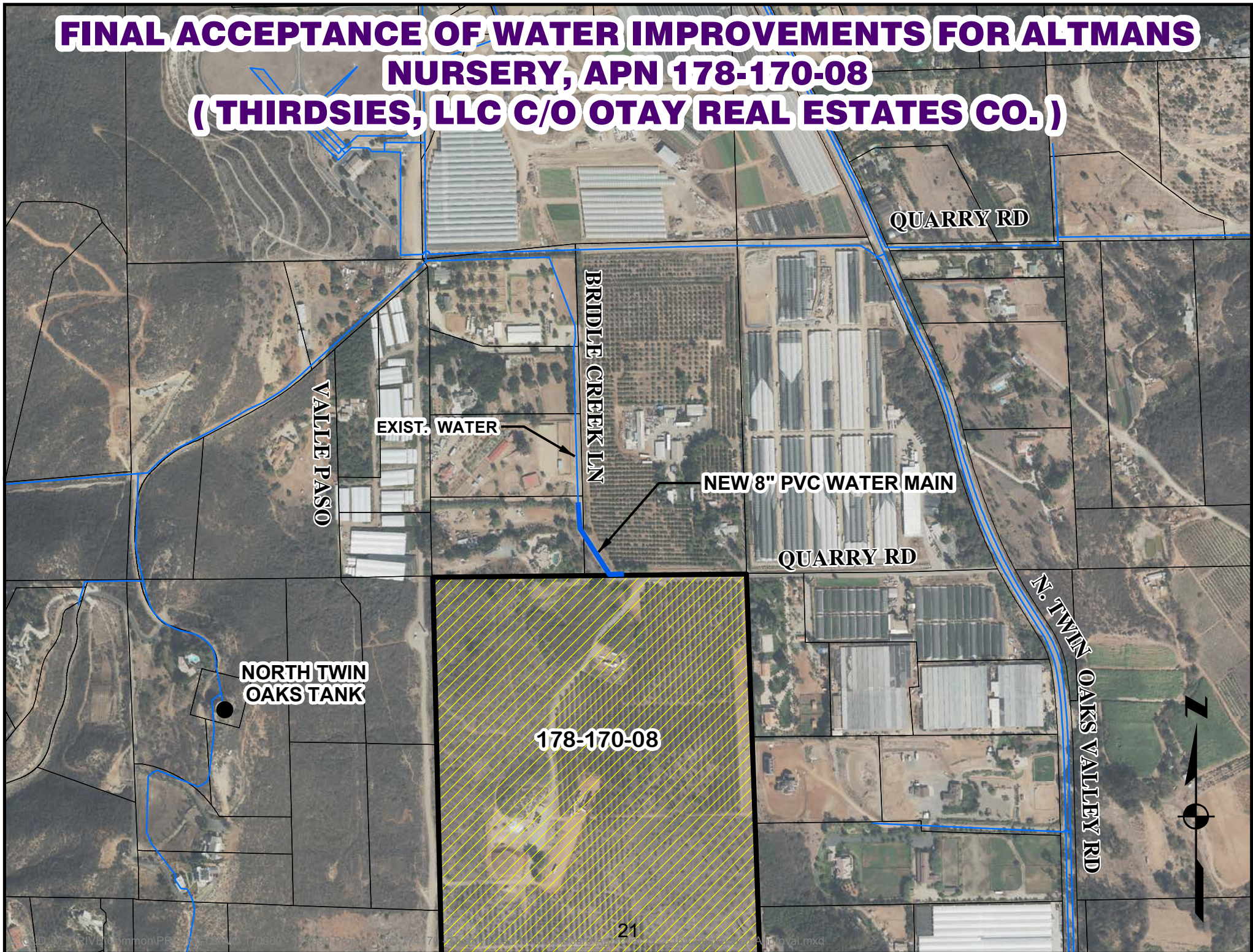
ATTACHMENTS:

2 Map Exhibits – 1 Plat Map & 1 Aerial

**FINAL ACCEPTANCE OF WATER IMPROVEMENTS FOR ALTMANS
NURSERY, APN 178-170-08
(THIRDSIES, LLC C/O OTAY REAL ESTATES CO.)**



**FINAL ACCEPTANCE OF WATER IMPROVEMENTS FOR ALTMANS
NURSERY, APN 178-170-08
(THIRDSIES, LLC C/O OTAY REAL ESTATES CO.)**



DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS
FOR RANCHO CORONADO BACKBONE IMPROVEMENTS
APN'S 221-091-21, 222-080-59 & 222-170-28
(BROOKFIELD HOMES – RANCHO CORONADO, LLC)

BACKGROUND:

Brookfield Homes – Rancho Coronado LLC, owner of the project, has completed the installation of water and sewer facilities for their residential subdivision located on the west side of Twin Oaks Valley Road at Village Drive.

DISCUSSION:

Water and/or sewer facilities are constructed by a developer. When complete, those facilities are accepted by the Board of Directors and become District property.

The project constructed approximately 2,342 feet of 8-inch diameter PVC water main, 174 feet of 12-inch diameter PVC water main, 1990 feet of 16-inch diameter CML&C water main and 3,025 feet of 8-inch diameter PVC sewer main.

Upon final acceptance of the project, irrigation services will be available throughout the 252-acre site. Additional distribution and collection infrastructure will be needed beyond the backbone improvements to supply water and sewer services for the proposed 346 single family homes, 195 multi-family units and park.

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 and manholes.

The owner has paid a total of \$208,250.00 in water capital facility fees for irrigation services. No sewer capital facility fees are due since sewer services were not installed per this project. All other water and sewer capacity fees will be paid in the Phase 1 and Phase 2 Improvements.

FISCAL IMPACT:

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

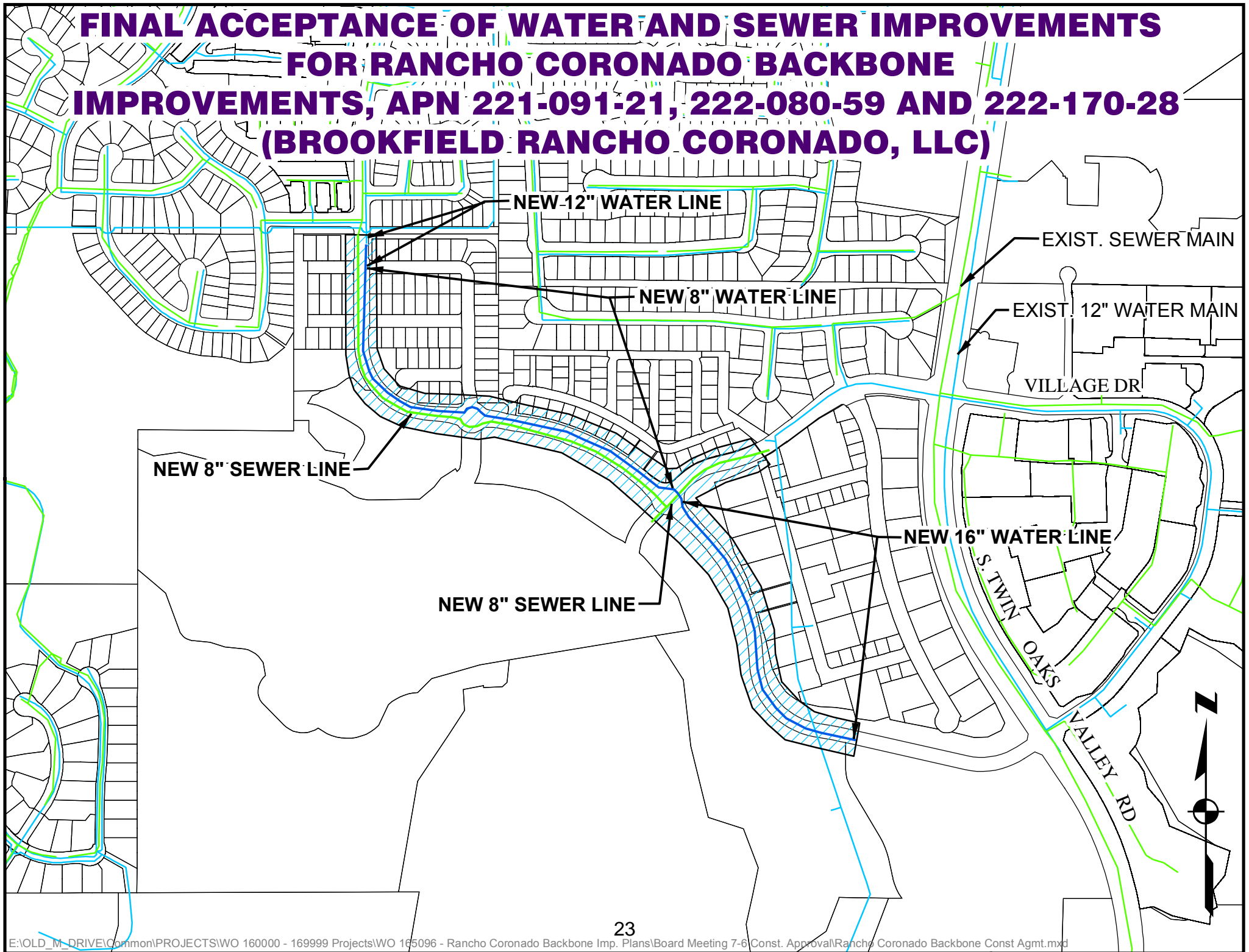
RECOMMENDATION:

Accept the project improvements and approve the filing of a Notice of Completion for Rancho Coronado Backbone Improvements.

ATTACHMENTS:

2 Map Exhibits – 1 Plat Map & 1 Aerial

**FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS
FOR RANCHO CORONADO BACKBONE
IMPROVEMENTS, APN 221-091-21, 222-080-59 AND 222-170-28
(BROOKFIELD RANCHO CORONADO, LLC)**



**FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS
FOR RANCHO CORONADO BACKBONE
IMPROVEMENTS, APN 221-091-21, 222-080-59 AND 222-170-28
(BROOKFIELD RANCHO CORONADO, LLC)**



DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS
FOR RANCHO CORONADO PHASE 1 IMPROVEMENTS
APN'S 222-091-21, 222-080-59 & 222-170-28 (BROOKFIELD HOMES –
RANCHO CORONADO, LLC)

BACKGROUND:

Brookfield Homes – Rancho Coronado LLC, owner of the project has completed the installation of water and sewer facilities for their residential subdivision located on the west side of Twin Oaks Valley Road at Village Drive.

DISCUSSION:

Water and/or sewer facilities are constructed by a developer. When complete, those facilities are accepted by the Board of Directors and become District property.

The project constructed approximately 3,820 feet of 8-inch diameter PVC water main, 1,150 feet of 10-inch diameter PVC water main and 4,175 feet of 8-inch diameter PVC sewer main.

Upon final acceptance of the project, water and sewer service will be available to 127 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, and sewer laterals and manholes.

The owner has paid a total of \$332,306.00 in water capital facility fees and \$249,158.00 in wastewater capital facility fees for release of model units. Prior to occupancy the developer will be required to pay an additional \$1,290,881.00 in water capital facility fees and \$967,883.00 in wastewater capital facility fees for the remaining lots.

FISCAL IMPACT:

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

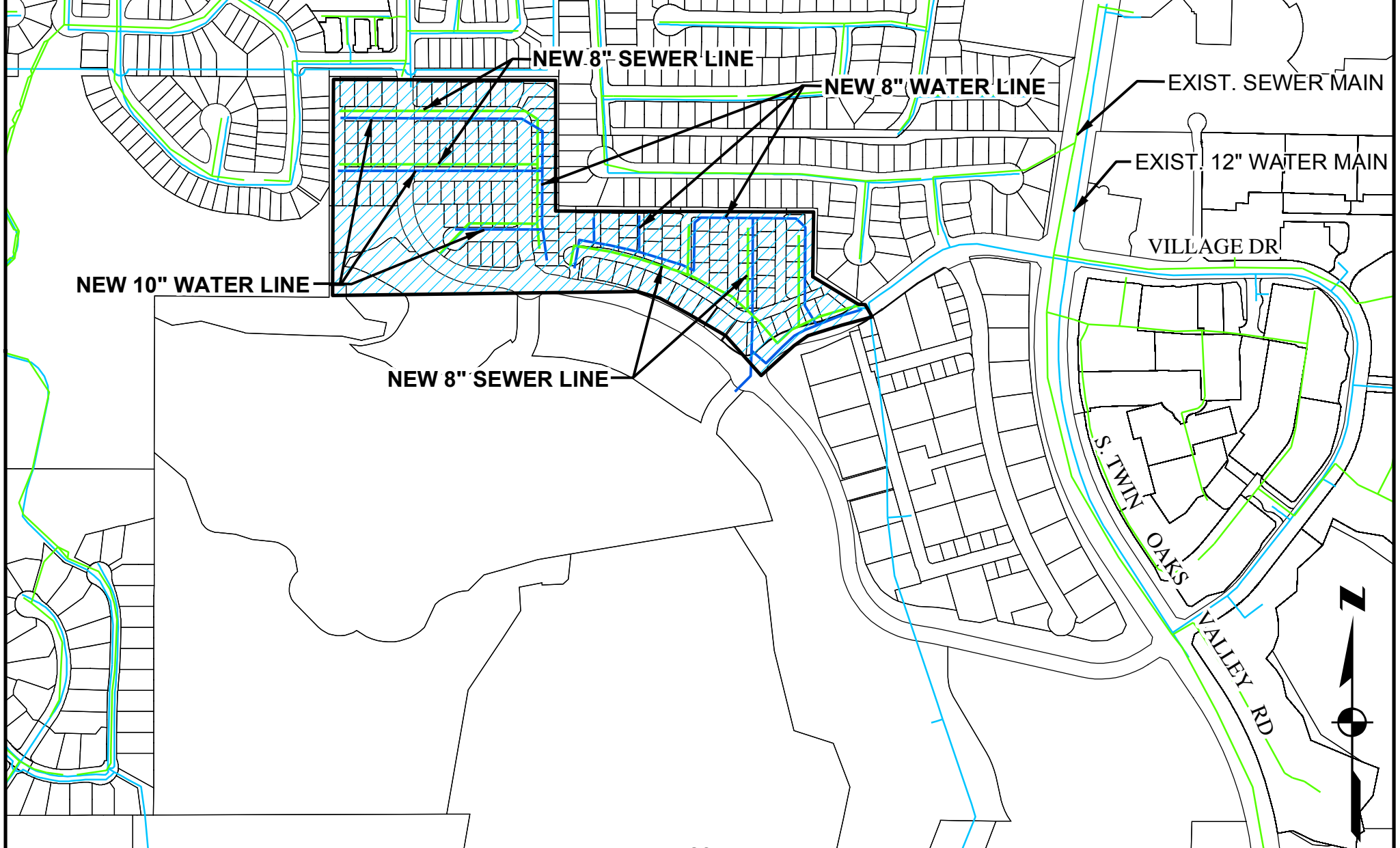
RECOMMENDATION:

Accept the project improvements and approve the filing of a Notice of Completion for Rancho Coronado Phase 1 Improvements.

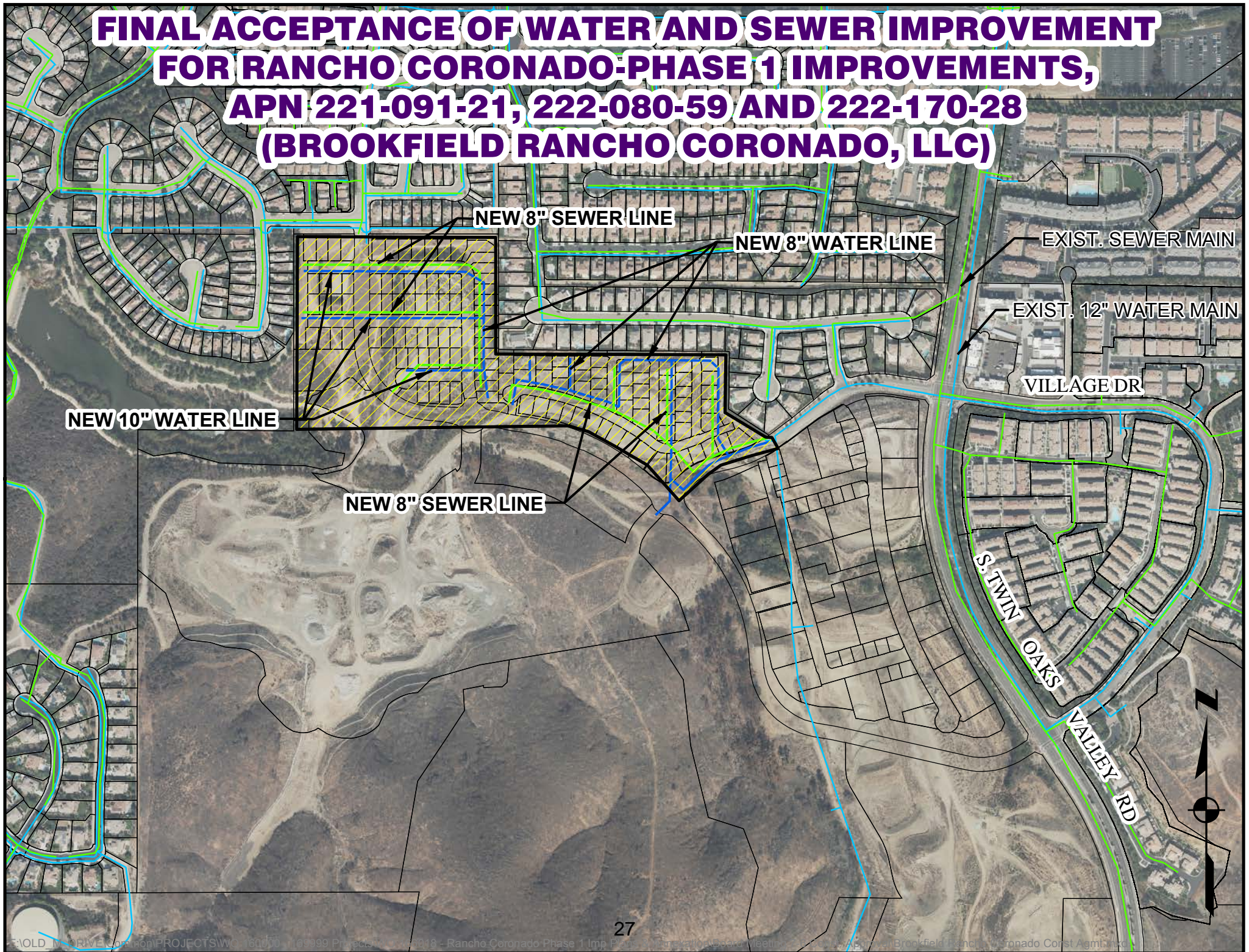
ATTACHMENTS:

2 Map Exhibits – 1 Plat Map & 1 Aerial

**FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENT
FOR RANCHO CORONADO-PHASE 1 IMPROVEMENTS,
APN 221-091-21, 222-080-59 AND 222-170-28
(BROOKFIELD RANCHO CORONADO, LLC)**



FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENT FOR RANCHO CORONADO-PHASE 1 IMPROVEMENTS, APN 221-091-21, 222-080-59 AND 222-170-28 (BROOKFIELD RANCHO CORONADO, LLC)



DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: APPROVAL OF CONSTRUCTION AGREEMENT FOR WATER AND SEWER IMPROVEMENTS FOR SAN ELIJO HILLS TOWN CENTER, APN 223-630-23 (SEH LIFESTYLE CENTER, LLC)

BACKGROUND:

The SEH Lifestyle Center, LLC, owner of the project, has completed the plan check process with the District. The 2.50-acre project is located northwest of San Elijo Road South between Baker Street and Elfin Forest Road.

DISCUSSION:

A construction agreement is typically entered into between a developer and the District to ensure that the required public facilities are constructed to support the demands of the development.

The project will construct approximately 75 feet of 8-inch diameter PVC water main and 20 feet of 8-inch diameter PVC sewer main.

Upon completion of the water and sewer facilities, water and sewer service will be available to 12 single family townhomes and a 1.80-acre commercial site.

All engineering fees and inspection deposits have been paid prior to Board approval of the construction agreement. Water and wastewater capital facility fees are due and payable prior to issuance of the final building inspection and/or utility release per Resolution No. 1441.

The owner has submitted standard surety bonds to guarantee completion of the project. The following bond amounts have been reviewed and approved by staff:

Labor and Materials	\$42,799.00
Faithful Performance	\$42,799.00

FISCAL IMPACT:

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

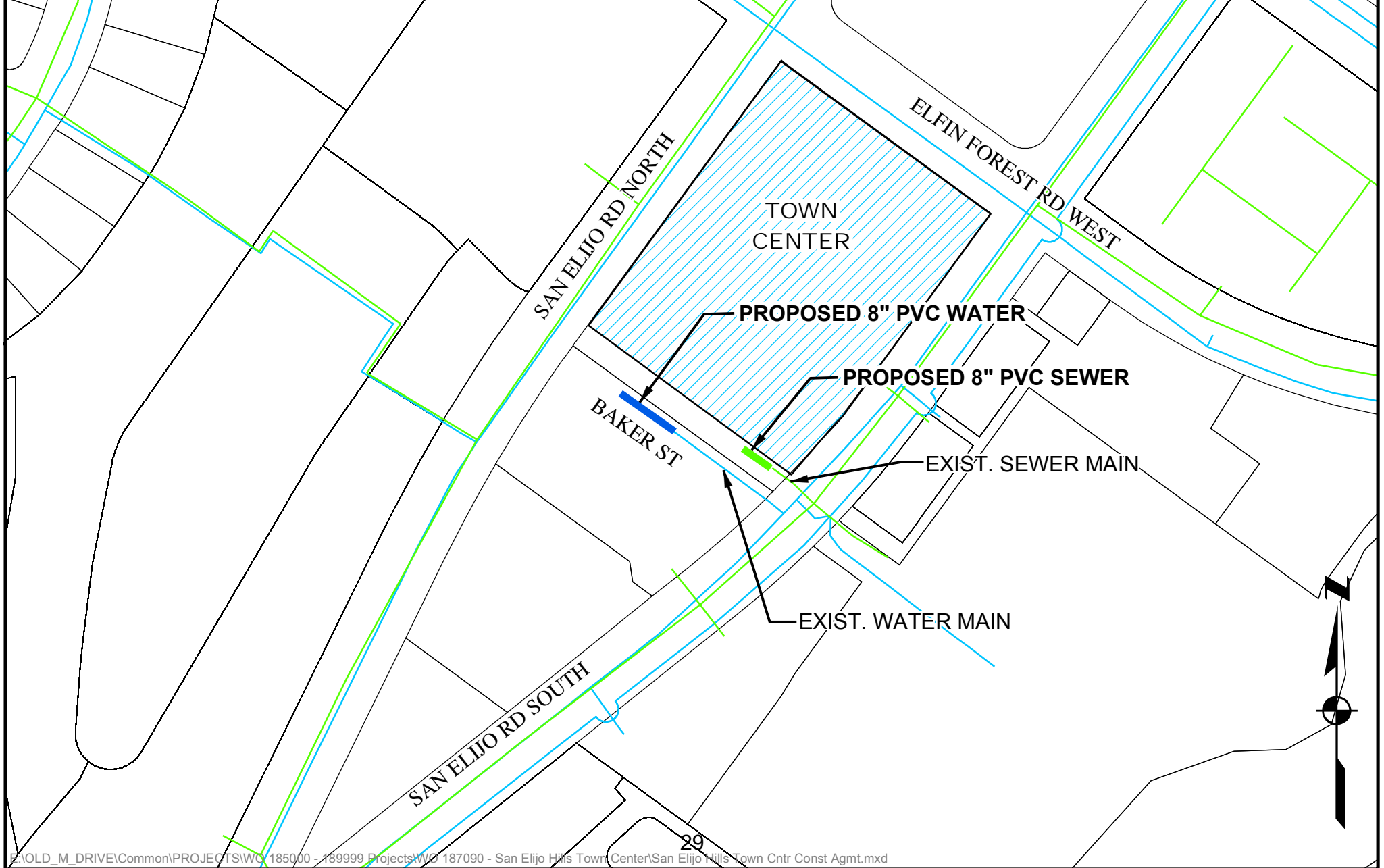
RECOMMENDATION:

Approve the construction agreement for San Elijo Hills Town Center.

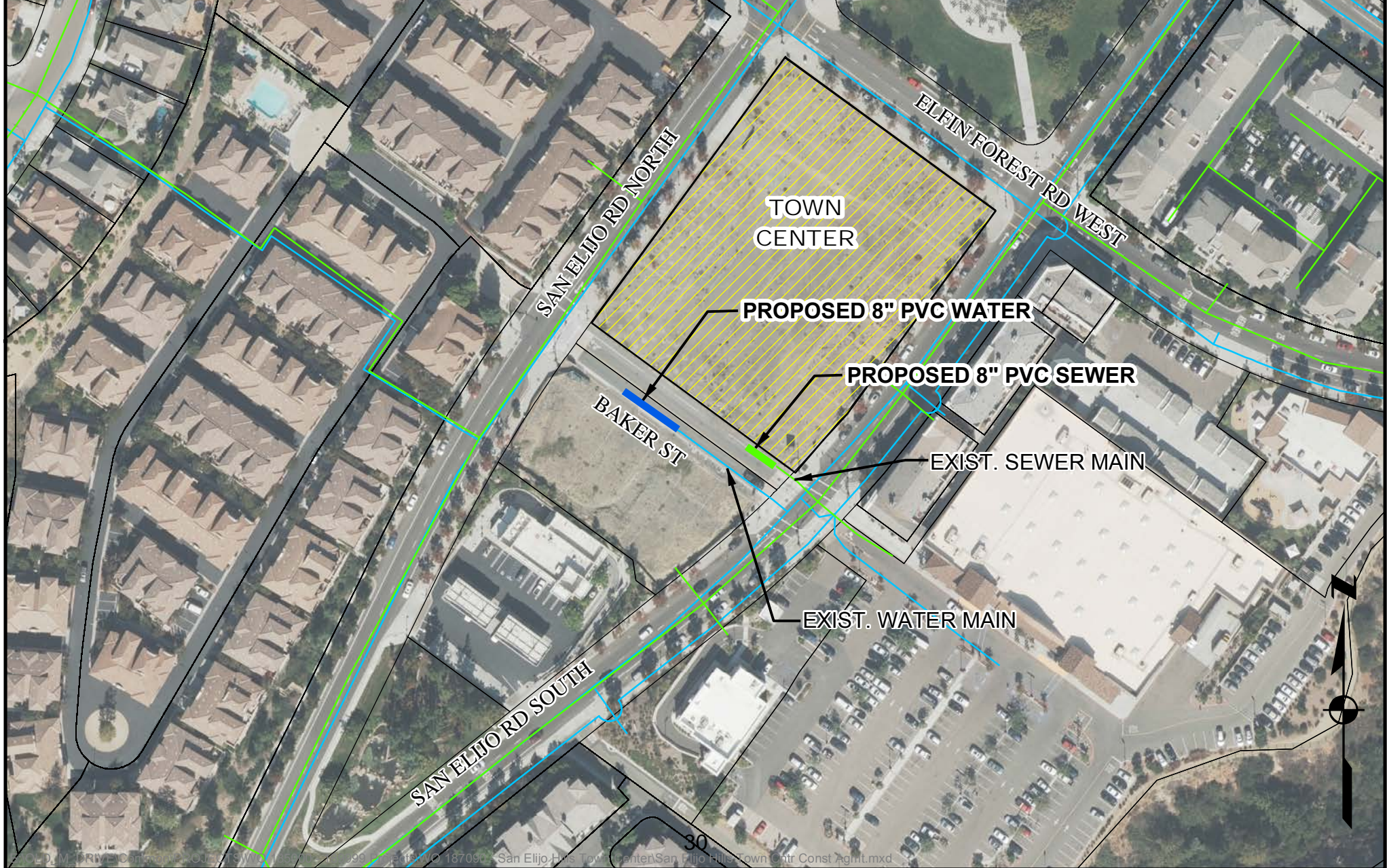
ATTACHMENTS:

2 Map Exhibits – 1 Plat Map & 1 Aerial
Construction Agreement

**APPROVAL OF CONSTRUCTION AGREEMENT FOR WATER AND SEWER
IMPROVEMENTS FOR SAN ELIJO HILLS
TOWN CENTER IMPROVEMENTS APN 223-630-23
(SEH LIFESTYLE CENTER, LLC)**



APPROVAL OF CONSTRUCTION AGREEMENT FOR WATER AND SEWER IMPROVEMENTS FOR SAN ELIJO HILLS TOWN CENTER IMPROVEMENTS APN 223-630-23 (SEH LIFESTYLE CENTER, LLC)



DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: RESOLUTION ADOPTING THE DISTRICT PAY SCHEDULE

BACKGROUND:

The California Public Employees' Retirement System (CalPERS) requires all agencies to have their pay schedules be publicly available and approved and adopted by the governing body in accordance with the requirements of applicable public meeting laws. Required elements for a publicly available schedule include identifying the position title for every employee position, the payrates and time base (i.e. monthly pay) for each position, and effective date, among other requirements. All requirements must be met in order for CalPERS to approve the pay amount as payrate and reportable compensation earnable.

DISCUSSION:

The attached pay schedule reflects prior actions taken by the Board including position changes in the budget for Fiscal Year 2017/18 approved on June 7, 2017 and the cost of living salary adjustment (COLA) for Fiscal Year 2017/18 from the Memorandum of Understanding with the Vallecitos Water District Employees' Association approved June 15, 2016. A resolution is provided to adopt the District pay schedule.

FISCAL IMPACT:

None.

RECOMMENDATIONS:

Adopt resolution.

ATTACHMENT:

Resolution Adopting District Pay Schedule with Exhibit "A", Vallecitos Water District Personnel Classification and Monthly Pay Schedule

VALLECITOS WATER DISTRICT PERSONNEL CLASSIFICATION AND MONTHLY PAY SCHEDULE

has been duly approved and adopted by Vallecitos Water District Board in accordance with requirements of applicable public meeting laws.

Effective July 1, 2017

General Manager Salary retroactive to January 13, 2017

POSITION TITLE	RANGE	STEPS A - G	H	I
Accountant	59.0	5644-7563	7942	8339
Accounting Supervisor	64.5	7381-9891	10386	10905
Accounting Technician	54.5	4531-6072	6376	6695
Administrative Secretary	57.0	5119-6860	7203	7563
Administrative Services Manager	73.0	11174-14975	15724	16510
Applications Specialist I	60.0	5926-7942	8339	8756
Applications Specialist II	63.5	7030-9420	9891	10386
Assistant General Manager	76.0	12936-17335	18202	19112
Building and Grounds Worker	47.0	3143-4212	4422	4643
Building and Grounds Worker (Y-rating)	47.0Y	4551-4551	N/A	N/A
Capital Facilities Coordinator	59.5	5783-7750	8138	8545
Capital Facilities Engineer	64.0	7203-9653	10136	10642
Capital Facilities Senior Engineer	67.0	8339-11174	11733	12320
Cashier / Receptionist	50.0	3638-4875	5119	5375
CMMS Planner	58.0	5375-7203	7563	7942
Construction Inspection Supervisor	61.5	6376-8545	8972	9420
Construction Inspector I	55.5	4758-6376	6695	7030
Construction Inspector II	58.5	5508-7381	7750	8138
Construction Supervisor	61.5	6376-8545	8972	9420
Construction Worker I	50.5	3728-4996	5246	5508
Construction Worker II	53.5	4316-5783	6072	6376
Customer Service Representative I	49.5	3550-4758	4996	5246
Customer Service Representative II	52.0	4011-5375	5644	5926
Customer Service Representative III	53.0	4212-5644	5926	6222
Customer Service Supervisor	60.0	5926-7942	8339	8756
Development Services Coordinator	60.0	5926-7942	8339	8756
Development Services Senior Engineer	67.0	8339-11174	11733	12320
District Engineer	73.5	11450-15345	16112	16918
Electrical/Instrumentation Technician	59.0	5644-7563	7942	8339
Engineering Services Assistant	53.5	4316-5783	6072	6376
Engineering Technician I	53.5	4316-5783	6072	6376
Engineering Technician II	56.5	4996-6695	7030	7381
Engineering Technician III	59.5	5783-7750	8138	8545
Executive Secretary	61.0	6222-8339	8756	9193
Facility Locator	55.5	4758-6376	6695	7030
Finance Assistant	52.0	4011-5375	5644	5926
Finance Manager	73.0	11174-14975	15724	16510
Financial Analyst	63.5	7030-9420	9891	10386
General Manager	N/A	18020	18020	18020
GIS/CADD Technician	56.0	4875-6534	6860	7203
Human Resources Analyst	58.5	5508-7381	7750	8138
Information Technology Supervisor	66.0	7942-10642	11174	11733
Information Technology Technician	58.0	5375-7203	7563	7942
Landscape Maintenance Worker I	50.0	3638-4875	5119	5375

VALLECITOS WATER DISTRICT PERSONNEL CLASSIFICATION AND MONTHLY PAY SCHEDULE

has been duly approved and adopted by Vallecitos Water District Board in accordance with requirements of applicable public meeting laws.

Effective July 1, 2017

General Manager Salary retroactive to January 13, 2017

POSITION TITLE	RANGE	STEPS A - G	H	I
Landscape Maintenance Worker II	52.0	4011-5375	5644	5926
Mechanic	55.0	4643-6222	6534	6860
Mechanic Assistant	51.0	3820-5119	5375	5644
Mechanical / Electrical Supervisor	62.0	6534-8756	9193	9653
Mechanical Maintenance Worker I	52.0	4011-5375	5644	5926
Mechanical Maintenance Worker II	55.0	4643-6222	6534	6860
Meter Service Supervisor	60.0	5926-7942	8339	8756
Meter Service Worker I	49.5	3550-4758	4996	5246
Meter Service Worker II	52.5	4110-5508	5783	6072
Operations and Maintenance Assistant	52.0	4011-5375	5644	5926
Operations and Maintenance Manager	73.0	11174-14975	15724	16510
Public Information Representative	59.0	5644-7563	7942	8339
Public Information/Conservation Supervisor	62.5	6695-8972	9420	9891
Pump and Motor Technician I	55.0	4643-6222	6534	6860
Pump and Motor Technician II	58.0	5375-7203	7563	7942
Purchasing/Warehouse Assistant	54.0	4422-5926	6222	6534
Purchasing/Warehouse Supervisor	60.0	5926-7942	8339	8756
Risk Management Supervisor	64.5	7381-9891	10386	10905
Safety Technician	57.0	5119-6860	7203	7563
Senior Construction Systems Worker	56.5	4996-6695	7030	7381
Senior Customer Service Representative	54.5	4531-6072	6376	6695
Senior Electrical/Instrumentation Technician	60.0	5926-7942	8339	8756
Senior Pump and Motor Technician	59.5	5783-7750	8138	8545
Senior Wastewater Collections Systems Worker	55.5	4758-6376	6695	7030
Senior Wastewater Treatment Plant Operator	59.5	5783-7750	8138	8545
Senior Water Systems Operator	58.5	5508-7381	7750	8138
Source Control Technician	56.5	4996-6695	7030	7381
Systems Administrator	61.5	6376-8545	8972	9420
Valve Maintenance Technician	55.5	4758-6376	6695	7030
Warehouse Assistant I	50.0	3638-4875	5119	5375
Warehouse Assistant II	53.0	4212-5644	5926	6222
Wastewater Collection Systems Supervisor	61.5	6376-8545	8972	9420
Wastewater Collection Systems Worker 1	50.0	3638-4875	5119	5375
Wastewater Collection Systems Worker II	53.0	4212-5644	5926	6222
Wastewater Treatment Plant Operator I	53.0	4212-5644	5926	6222
Wastewater Treatment Plant Operator II	56.0	4875-6534	6860	7203
Wastewater Treatment Plant Supervisor	63.0	6860-9193	9653	10136
Water Systems Operator I	53.0	4212-5644	5926	6222
Water Systems Operator II	56.0	4875-6534	6860	7203
Water Systems Supervisor	63.0	6860-9193	9653	10136

RESOLUTION NO.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
VALLECITOS WATER DISTRICT ADOPTING DISTRICT PAY SCHEDULE**

WHEREAS, California Code of Regulations (CCR) Section 570.5 requires public agencies to have a pay schedule duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws in order for the California Public Employees Retirement System (CalPERS) to consider pay as "compensation earnable" for purposes of calculating a member's retirement benefit;

WHEREAS, the District previously negotiated with the Vallecitos Water District Employees' Association for a cost of living increase for Fiscal Year 2017/18 as set forth in the Memorandum of Understanding; and,

WHEREAS, the Board of Directors previously approved position changes in the budget for Fiscal Year 2017/18.

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

DISTRICT PAY SCHEDULE. The Board of Directors does hereby approve and adopt the Vallecitos Water District Personnel Classification and Monthly Pay Schedule, attached hereto as Exhibit "A" and incorporated herein by reference.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Vallecitos Water District at a regular meeting held on the 6th day of September, 2017 by the following roll call vote:

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

Craig Elitharp, President
Board of Directors
Vallecitos Water District

ATTEST:

Glenn Pruum, Secretary
Board of Directors
Vallecitos Water District

Smoking allowed: Vallecitos has an important ally in preventing sewer spills

Usually, wherever there is smoke there is fire. But that doesn't apply when the Vallecitos Water District's Systems Collection Department routinely performs smoke testing of our wastewater system. Armed with the necessary equipment, staff take to the streets of the community to perform smoke testing – a technique specifically implemented to locate and identify sources of inflow or infiltration caused by broken or incorrectly installed sewer pipes, lateral connections, or missing/broken clean-out caps.

The test is performed by introducing smoke (through a device similar to a fog generating machine) into the wastewater system and visually monitoring the surrounding area to see if smoke comes out of the system. Homeowners are notified when smoke testing is performed in their area. This Environmental Protection Agency (EPA) sponsored practice is successful and has no ill effects. The smoke is non-toxic and dissipates quickly. Vallecitos staff notify the owners/residents in the surrounding areas so that they can monitor inside their house during the test to see if they have any internal plumbing problems.

The smoke--which is more of a steam--actually enters the sewer and bypasses the living quarters of each residence before rising out of vents located on the roof. When this happens, it's actually a good indicator that there are no illegal hookups to the sewer. Another way smoke gets out is if the private sewer lateral clean-out is missing its cap.

If smoke emits from residence's storm drain system or front yard, this means there is a



possible illegal connection or opening to the sewer that can lead to surplus water levels and subsequent sewer spills.

If field crews notice any problems during the testing, issues are immediately addressed. Residents are notified to disconnect illegal connections or face potential future fines. The sewer lateral, the clean out, and other plumbing inside the house is not the responsibility of the District. But if there is a simple and inexpensive fix, Vallecitos crews will make the repair in the interest of customer service. A door hanger is left after the quick-fix is completed.

In some cases, customers are able to identify a problem and Systems Collection Department staff schedule an investigation to determine where there is a potential problem and how to resolve those problems.

Smoke testing isn't really a new technology. It's been around since the 1950s, and for over the past ten years, smoke testing has proved to be a valuable ally in sewer maintenance. A minimum of four tests are performed annually to keep our system operating at the optimum level.

Is a seasonal tune-up needed for your irrigation system?

Many of our customers keep their irrigation system running the same year-round without making adjustments. However, if the irrigation controller is not modified based on season or weather conditions, there could be a considerable amount of water wasted. Sprinklers set to too many days or times can over-irrigate and run off the landscape, which is prohibited by the District. By reducing watering during the colder, wetter months, customers may be able to lower their water bill and grow healthier roots and plants. But how is this done?

There are several options for seasonally adjusting the irrigation system:

- Manually changing the schedule
- Seasonal Adjustment
- Weather Sensors

Manual Adjustment

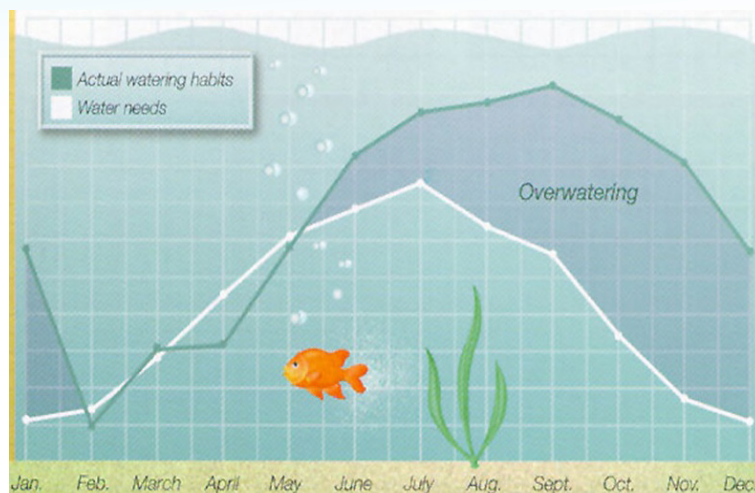
Customers can adjust their sprinkler timer by going through each station on the irrigation controller to manually change the days and run times during hotter or cooler seasons.

Seasonal Adjustment

Customers can universally increase or decrease watering with a single, simple setting. Most modern controllers have a feature called “Seasonal Adjustment,” often referred to as a “water budget” or “watering index,” which adjusts the entire irrigation schedule by increasing or decreasing irrigation by a certain percentage. If the controller does not have this feature, then look for a “Watering % Adjustment” to manually adjust the watering duration or frequency. It is usually a button or dial that permits the watering run time to be increased or decreased with just one adjustment.

Weather Sensor

Another option is to install a weather sensor. Weather sensors track current weather conditions by measuring rain, temperature,



The graph above shows how much water is wasted by not seasonally adjusting your irrigation controller.

and solar radiation. Once this information is obtained, the sensor communicates with the irrigation controller to automatically adjust the run times based on the weather. This state-of-the-art technology is excellent for giving your plants exactly the amount of water that they need. And as a bonus, rebates may be available for these products at www.vwd.org/rebates.

If all this talk about percentages, indexes and seasons has your eyes spinning, don't worry. **Free help is available!**

Sign up for a free landscape irrigation audit, also known as a “WaterSmart Checkup,” which is available to all Vallecitos customers. The audit features a visit to your property from a Certified Landscape Irrigation Auditor, a specialist trained on efficient water use management. The auditor will test run your irrigation system to identify any maintenance issues, and if needed, the auditor will spend time explaining how to adjust the irrigation control timer. For more information or to schedule an appointment, go to www.vwd.org/landscapeaudit.

Vallecitos Behind-the-Scenes 'Water Academy' Tour October 19, 2017 from 8:30am - 4:30pm.

Have you ever wondered how your drinking water is treated and delivered to your home or business, or how the water from your toilets and sinks is recycled to such high standards that it can be used for irrigation? You can have these and more questions answered by getting a behind-the-scenes look during our FREE award winning Water Academy tour.

Our certified water and wastewater specialists offer customers a first-hand look at what it takes to operate the Vallecitos Water District and provide reliable, exceptional and sustainable water and wastewater services to the more than 98,000 residents in our service area. Participants board a chartered bus for a first-hand look at the District's 33-million-gallon and 40-million-gallon capacity Twin Oaks Reservoirs, currently said to be the largest of their kind in the world. The grand finale of the tour is a visit to the District's Meadowlark Water Reclamation Facility in Carlsbad, capable of recycling up to 74% of the wastewater generated in our service area. At this facility, participants learn how microorganisms help clean the water and see how increased capacity from the recent plant upgrade benefits the community by lowering the overall demand for limited, imported water.

In addition to these destinations, other tour highlights include seeing how specialized equipment is used in the field to keep the wastewater flowing, visiting the Water Operations Department's computerized control room to see how the District ensures that the drinking water is safe, and touring the Sustainable Demonstration Garden where participants will learn easy steps to conserve water. Various presentations will also be given at the beginning of the tour where participants



District staff takes customers on a tour of Meadowlark Reclamation Facility

will hear an overview of the District and have an opportunity to have questions answered by staff and District Board members.

From conservation-leading, forward-thinking projects like the Meadowlark plant upgrade to the unique educational aspect of the Water Academy tour itself, Vallecitos Water District has proven itself a community leader ready to use out-of-the-box thinking to meet its customers' demands.

The tour begins at the District's Administrative Offices located at 201 Vallecitos de Oro, San Marcos.

Vallecitos customers or members of the media interested in participating in the next Water Academy tour are welcome to contact Alicia Yerman at (760) 752-7123 or register online at www.vwd.org/wateracademy.



201 Vallecitos de Oro
 San Marcos, CA 92069
 (760) 744-0460
www.vwd.org

Board of Directors

Division 1: Betty Evans
 Division 2: Jim Hernandez
 Division 3: Craig Elitharp
 Division 4: Mike Sannella
 Division 5: Hal Martin

Management Staff

Glenn Pruum, General Manager
 Tom Scaglione, Assistant General Manager
 Rhondi Emmanuel, Administrative Services Manager
 John Fusco, Finance Manager
 Ed Pedrazzi, Operations and Maintenance Manager
 James Gumpel, District Engineer



Between the Pipes is a publication of information and interest to Vallecitos water and sewer customers. If you receive water or sewer services from another district, please disregard any information that does not apply to you.

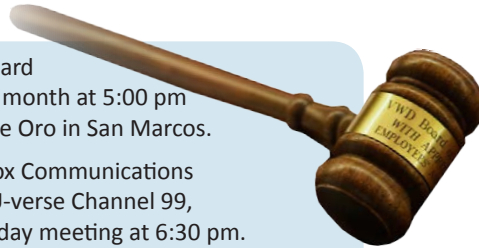
Postal Customer

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ECRWSS

The public is welcome to attend the Vallecitos Board Meetings the first and third Wednesday of each month at 5:00 pm in the Administration building—201 Vallecitos de Oro in San Marcos.

Meetings are also aired on San Marcos TV on Cox Communications Channel 19, Time Warner Channel 24 or AT&T U-verse Channel 99, which air on the Monday following the Wednesday meeting at 6:30 pm. Visit www.san-marcos.net/smtv for programming schedule.



“Like us” on Facebook or follow us on Twitter @vallecitoswater

Help Your Trees Weather the Weather



Spread it out.
 Irrigate at the edge of the tree canopy; moisten soil a foot deep.
 San Diego Regional Urban Forests Council
 San Diego County Water Authority

HELP YOUR TREES WEATHER THE WEATHER

- Water deeply. Irrigate mature trees one foot deep once or twice a month during the summer.
- Spread it out. Irrigate to the edge of the tree canopy; moisten soil one foot deep.

- Take care. Trees in areas without sprinklers or that share irrigation zones with grass likely require additional deep irrigation.
- Add organics. Spread compost and mulch around trees to decrease evaporation and reduce soil temperatures.
- Get efficient. Assess irrigation systems and convert to drip lines around trees. Drip systems operate slowly, so plan to water longer for a deep soak.
- Make plans. Develop an annual tree maintenance plan to promote long-term health.
- Seek advice. Consult a certified arborist at the first signs of trouble. Prepare for heat. Water trees ahead of extreme heat.
- Plant trees. A tree is a smart investment and can be watered even in drought.

DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: APPROVAL OF SALE OF VALLECITOS WATER DISTRICT PROPERTY TO BROOKFIELD RANCHO CORONADO LLC AND ANNEXATION INTO THE SEWER SERVICE AREA (APN 222-190-02 & 06)

BACKGROUND:

The District owns approximately 44.53 acres comprising the Southlake Reservoir property (APN 222-190-02 & 06). Brookfield Rancho Coronado, LLC is constructing a residential development on the adjacent property and proposes to acquire approximately 0.61 acres of the District property by way of metes and bounds description. The property will be assigned by lot line adjustment at a later date.

DISCUSSION:

Vallecitos Water District staff has met with Brookfield Rancho Coronado LLC, developer of the Rancho Coronado development. The developer is requesting to purchase three small non-contiguous parcels totaling 0.61 acres of Vallecitos Water District's Southlake Reservoir property.

Parcel A (0.33 acres) will contain a new access road and water transmission main to VWD's Southlake Pump Station, miscellaneous drainage facilities including, but not limited to, a detention basin, brow ditch and box culvert as well as a transformer and power pole. Concurrently with the property transfer, the developer will grant VWD an easement for the water main and access to the pump station. By transferring ownership of this property, the maintenance of the other facilities becomes the developer's responsibility. Parcel B (0.28 acres) and Parcel C (3 square feet) are needed for the new public right of way and associated slopes. These small parcels are currently unused and not required for the operation of Vallecitos Water District facilities. The remaining District property would be 43.92 acres.

Hendrickson Appraisal Company prepared an independent analysis of the property value. The appraisal was paid for by the developer. Hendrickson Appraisal Company has determined the fair market value of the 0.61 acres to be \$12,200.00.

Upon completion of the property transfer, the 0.61 acres will be required to annex into the District's sewer service boundary. The remainder of Brookfield's subdivision has already been annexed into the sewer service area on February 1, 2017.

FISCAL IMPACT:

Property sale proceeds in excess of selling expenses will be placed in reserves. Payment of \$4,992.24 in sewer annexation fees will increase the District's sewer replacement reserve.

All other fees will cover actual costs and have no fiscal impact.

RECOMMENDATION:

Approve the sale of district property to Brookfield Rancho Coronado LLC and subsequent annexation into the district's sewer service area with the following conditions:

1. Payment of \$12,200.00 for the purchase of 0.61 acres.
2. Completion of lot line adjustment.
3. Payment of sewer annexation fee of \$8,184.00 per acre (0.61 acres) = \$4,992.24.
4. Payment of State Board of Equalization fee of \$300.00.
5. Submittal of a copy of the title report showing ownership and a geographic description* of the property including a plat map.
6. Completion of annexation within 180 days of initial Board approval.

**A geographic description is a State Board of Equalization requirement and is used to establish geodetic position and is not intended to establish property ownership in a court of law. The State Board of Equalization is not involved in issues relating to property ownership. Check the Board's website at www.boe.ca.gov for complete details.*

ATTACHMENTS:

2 Map Exhibits – 1 Plat Map & 1 Aerial

APPROVAL OF SALE OF VALLECITOS DISTRICT PROPERTY TO BROOKFIELD RANCHO CORONADO, LLC AND ANNEXATION INTO THE SEWER SERVICE AREA (APN 222-190-02 & 06)

RANCHO CORONADO DEVELOPMENT

PROPOSED PUBLIC RIGHT-OF-WAY

PARCEL A

PARCEL B

PARCEL C

APN 222-190-02

SOUTHLAKE

APN 222-190-06

STWIN OAKS VALLEY RD

41



APPROVAL OF SALE OF VALLECITOS DISTRICT PROPERTY TO BROOKFIELD RANCHO CORONADO, LLC AND ANNEXATION INTO THE SEWER SERVICE AREA (APN 222-190-02 & 06)

RANCHO CORONADO DEVELOPMENT

PROPOSED PUBLIC RIGHT-OF-WAY

PARCEL A

PARCEL B

PARCEL C

APN 222-190-02

SOUTHLAKE

APN 222-190-06

STWIN OAKS VALLEY RD

DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: APPROVAL OF ESCROW ACCOUNT FOR WATER CAPITAL FACILITY FEES FOR “PALISADES ESTATES” APN’S 172-110-07, 08, 35 & 174-260-03, 04, 09 & 22 (PROGRAM RESOURCES, INC.)

BACKGROUND:

The Palisades Estates development is a proposed residential development consisting of two phases. Phase 1 will consist of 19 single-family lots and 121 acres of open space. Phase 2 will consist of 17 single-family lots and 88 acres of open space. The entire site is on approximately 222.02 acres of unimproved land located east of Elevado Road just west of North Twin Oaks Tank II. The property is within the water service boundaries of the District.

DISCUSSION:

The developers are requesting an extension of their parcel map from the County of San Diego.

The County requires the developer to submit a Project Facility Commitment form for water service as one of the requirements for granting the extension. Vallecitos Water District cannot commit water service to any project until the Water Capital Facility Fees have been paid. Per VWD Ordinance No. 175, Capital Facility Fees are not refundable or transferrable. The developer has proposed to place the necessary funds, \$141,740.00 for Water Capital Facility Fees and \$97,983.00 for Water Authority Capacity fees into an escrow account with the provision that if the map extension is denied by the County, the escrow funds identified for the Capital Facility Fees will be refunded.

The project improvement plans are currently in the plan check phase but are pending a final review. The Construction Agreement will be brought to the Board for approval upon completion of plan check and receipt of engineering fees and bonds.

FISCAL IMPACT:

No immediate impact. Funds would be set aside to guarantee Water Capital Facility Fee payment if the project’s map extension is approved by the County of San Diego. Payment of Water Capital Facility Fees would be made prior to final building inspection or utility release per lot as required in Resolution No. 1441.

RECOMMENDATION:

Approve an escrow agreement for payment of Water Capital Facility Fees for the Palisades Estates project with the following conditions:

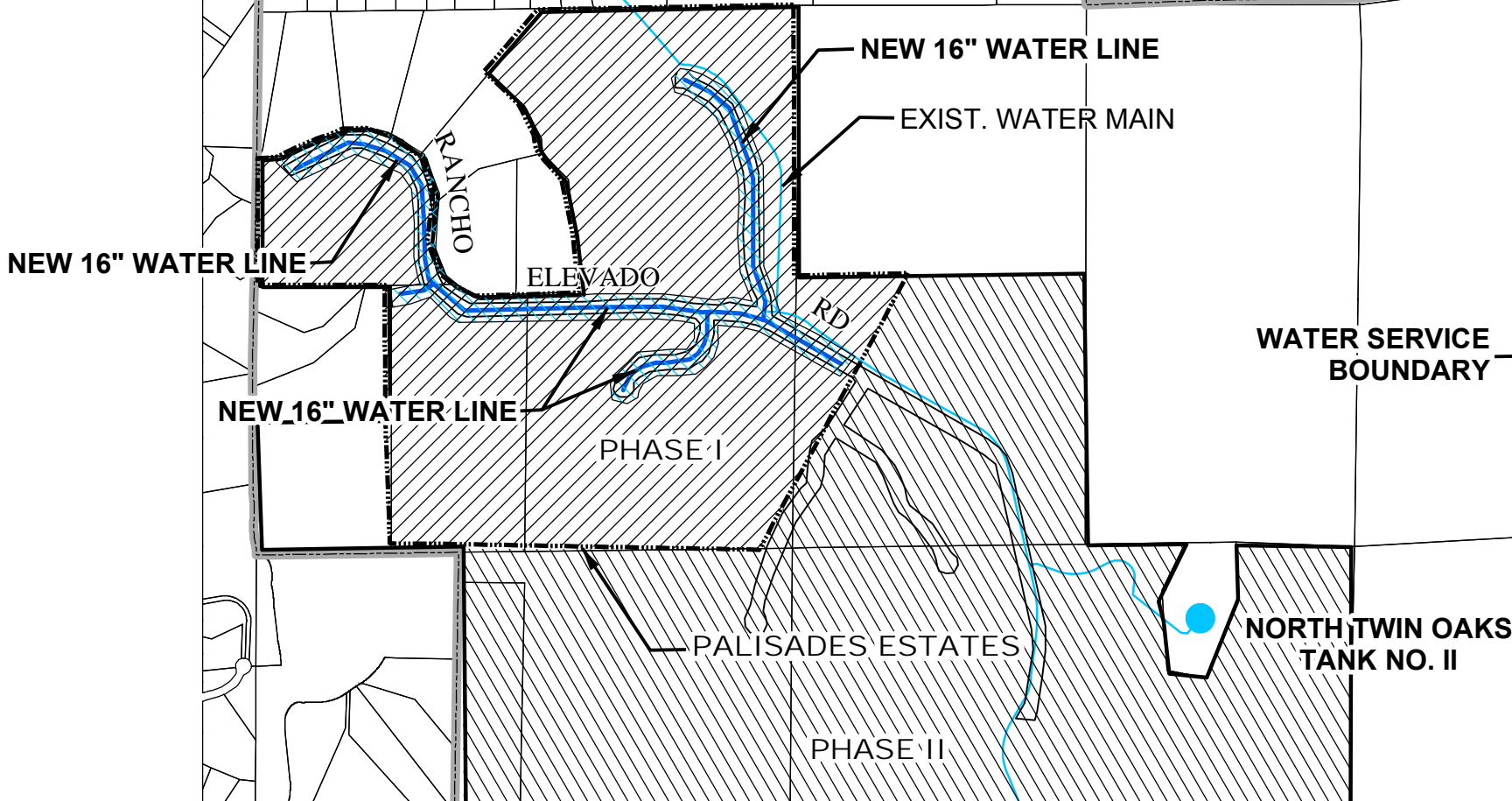
1. Developer will deposit funds into an escrow account for payment of Capital Facility Fees.
2. Capital Facility Fees will be paid out of the escrow account at final building inspection or utility release for each lot per Resolution 1441.

3. If Capital Facility Fees increase prior to payment, additional fees will be paid by developer.
4. If the project is not approved by the County of San Diego, the Capital Facility fees in escrow will be paid to the Developer.

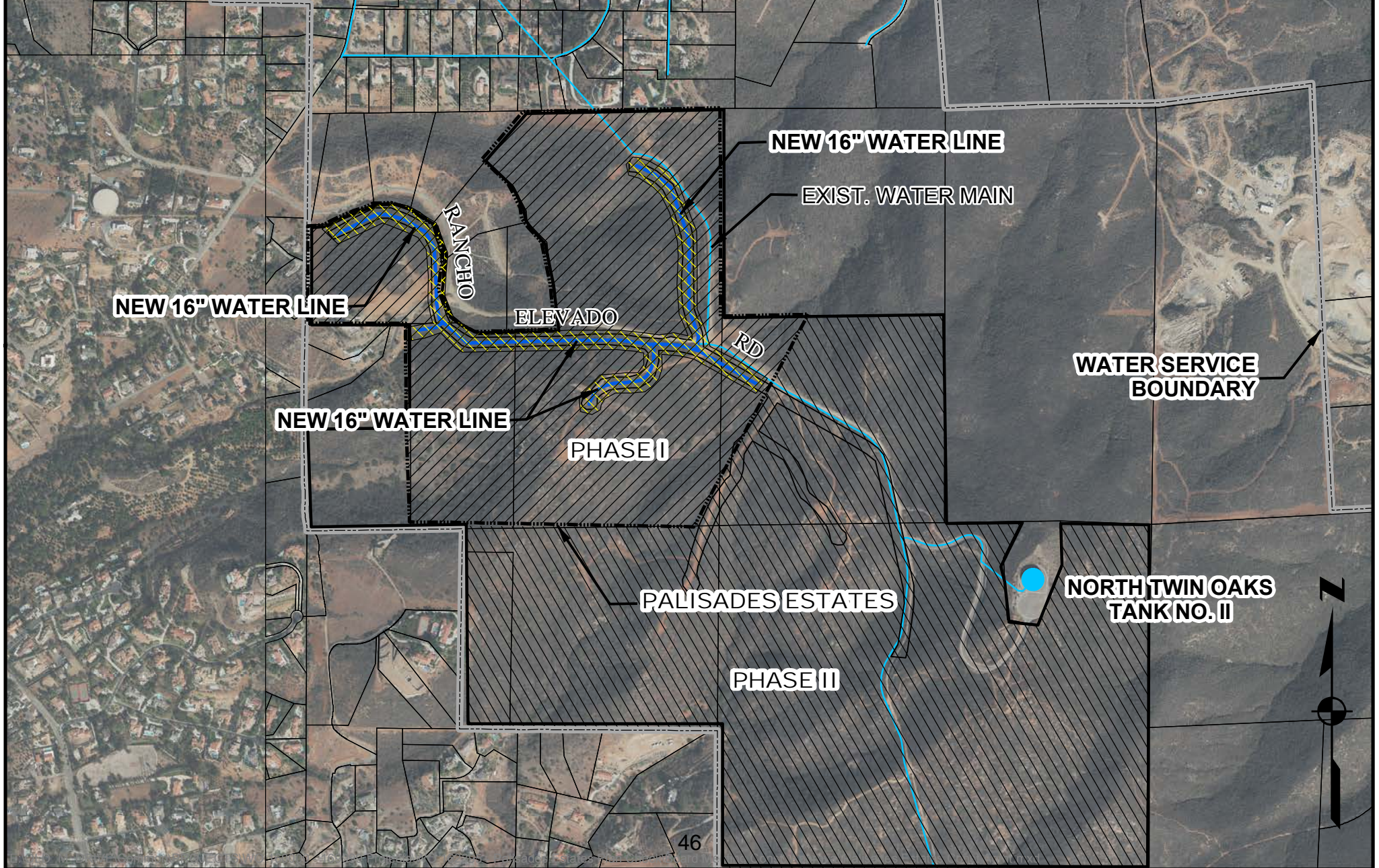
ATTACHMENTS:

2 Map Exhibits – 1 Plat Map & 1 Aerial
Escrow Agreement

**APPROVAL OF ESCROW ACCOUNT FOR WATER CAPITAL FACILITY
FEES FOR PALISADES ESTATES, APN 172-110-07,08, 35 &
174-260-03, 04, 09, 22
(PROGRAM RESOURCES INC.)**



**APPROVAL OF ESCROW ACCOUNT FOR WATER CAPITAL FACILITY
FEES FOR PALISADES ESTATES, APN 172-110-07,08, 35 &
174-260-03, 04, 09, 22
(PROGRAM RESOURCES INC.)**



DATE: SEPTEMBER 6, 2017
TO: BOARD OF DIRECTORS
SUBJECT: BILLING ADJUSTMENTS

BACKGROUND:

At the August 16, 2017, Board meeting, Director Martin requested that the topic of billing adjustments be brought to the Board for discussion. This item presents the District's process when a customer billing adjustment is required.

DISCUSSION:

Billing adjustments result from errors, property use changes, meter malfunctions, or unauthorized use of water. Adjustments can result in either additional amounts billed to the customer, or overcharges credited or refunded to the customer.

Each billing error is treated on a case-by-case basis to determine:

- Why the error occurred
- The result of the error
- What changes are needed to prevent the error

Possible reasons why an account will have a billing error are:

- The customer account was not properly set-up or updated in the billing system
- Information on the application was not correct
- A change in property use
- The water meter stopped working
- Water was taken without the use of a meter

How errors are discovered:

- Queries of the billing database for missing data in key fields
- Customer calls inquiring about their bill
- Meter reader notices no usage on meter yet property is occupied
- Reporting and review processes in customer service department

Once the need for an adjustment is discovered the amount is calculated and:

- Per District legal counsel, up to three years of charges for the services provided and un-billed can be recovered at the amounts applicable during those years
- In the event of an over-billing, the entire timeframe of the error is used to calculate a refund

Once the adjustment is calculated the customer is contacted by letter and/or telephone. A reasonable payment arrangement is offered with terms acceptable to the customer for under-billed amounts. In the case of an over-billing, a credit to the account is made or check written and sent to the customer, depending on the customer's preference.

FISCAL IMPACT:

The fiscal impact varies per occurrence.

RECOMMENDATION:

For information only.



SAN JOAQUIN RIVER RESTORATION TOUR 2017

FIELD TRIP - NOVEMBER 1 & 2



Salmon release at Scout Island

Participants of this tour snake along the San Joaquin River to learn firsthand about one of the nation's largest and most expensive river restoration plans.

The San Joaquin River was the focus of one of the most contentious legal battles in California water history, ending in a 2006 settlement between the federal government, Friant Water Users Authority and a coalition of environmental groups.

Under the now \$1.2 billion plan, efforts are aimed at restoring flows to a 60-mile, mostly dry stretch of the San Joaquin River to revive Chinook salmon runs while reducing or avoiding adverse water supply impacts to farmers.

The 2-day, 1-night tour travels along the river from Friant Dam near Fresno to the confluence of the Merced River. As it weaves across an historic farming region, participants learn about the status of the river's restoration and how the challenges of the plan are being worked out.

The tour begins on November 1 at 7:30 a.m. in Fresno and ends November 2 at 6:30 p.m. in Fresno. The tour overnights at a hotel in Los Banos.