



AGENDA
ADJOURNED MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 23, 2024 - 9:00 AM
1391 Engineer Street, Vista, CA 92081
Phone: (760) 597-3100 www.vidwater.org

NOTICE FOR PARTICIPATION

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board meeting telephonically, please contact the Board Secretary during regular business hours at (760) 597-3128. Notification received 48 hours before the meeting will assist Vista Irrigation District in making reasonable accommodations.

The public may participate in this meeting in-person and by teleconference. To join this meeting via telephone, please dial (877) 873-8018; the Pass Code is 474698#.

Public Participation/Comment: Members of the public can also participate in the meeting by emailing your comments on an agenda item to the Board Secretary at BoardSecretary@vidwater.org; such email should include the agenda item number in the subject line and must be received before the time the meeting commences. Members of the public, whether participating in-person or telephonically, may address the Board of Directors in real-time during the public comment period and when specific agenda items are being considered. Please announce your attendance if participating telephonically or fill out a speaker slip if participating in-person if you would like to provide real-time public comment.

1. CALL TO ORDER

2. ROLL CALL – DETERMINATION OF QUORUM

3. PLEDGE OF ALLEGIANCE

4. CONSIDER APPROVAL OF AGENDA

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 that severely imperils public health, safety, or both. Also, items that arise after the posting of the Agenda may be added by a 2/3 vote of the Board. Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. The Board may take action on any item appearing on the agenda.

5. ORAL COMMUNICATIONS

Members of the public may address the Board on items not appearing on the posted agenda, which are within the subject matter jurisdiction of the Board. Speakers are asked to limit their comments to five (5) minutes; the total time allowable for all public comment on items not appearing on the agenda at any one meeting may be limited. Comments on items listed on the agenda will be taken before or during discussion of the agenda item. Members of the public desiring to address the Board are asked to complete a speaker's slip available on the table near the entrance of the Boardroom and present it to the Board Secretary prior to the meeting.

6. CONSENT CALENDAR

Any member of the Board, staff or public may request that items from the Consent Calendar be removed for discussion. Items so removed shall be acted upon separately immediately following approval of items remaining on the Consent Calendar.

- A. **Minutes of the Fiscal Policy Committee meeting on September 23, 2024**
For information only.
- B. **Minutes of the Board of Directors meeting on October 2, 2024**
Recommendation: Approval of draft minutes.
- C. **Ratification of check disbursements**
Recommendation: Adopt a resolution ratifying checks numbered 75754 through 75950 in the amount of \$1,762,662.70 pursuant to the cash disbursement report detailing expenditures.
- 7. **DISTRICT FEES AND CHARGES OTHER THAN WATER RATES**
Recommendations: 1) Conduct a public hearing for the purpose of receiving comments on proposed increases to Vista Irrigation District fees and charges other than water rates; and 2) Consider adopting Resolution No. 2024-XX revising the Rules and Regulations of Vista Irrigation District to incorporate increases to the fees and charges other than water rates.
- 8. **COMPREHENSIVE COST OF SERVICE/WATER RATE STUDY**
Recommendation: Authorize the General Manager to enter into an agreement with Raftelis Financial Consultants, Inc. to prepare a comprehensive cost of service/water rate study and provide associated public outreach services in an amount not to exceed \$91,716.
- 9. **2025 BOARD MEETING DATES**
Recommendation: Establish 2025 Board meeting dates to resolve conflicts as follows: shift the Board meeting dates in January to the second and fourth Wednesdays of the month, January 8 and January 22, 2025, respectively; and schedule one Board meeting in May and December on May 7, 2025 and December 10, 2025, respectively. All Board meetings to begin at 9:00 a.m.
- 10. **MATTERS PERTAINING TO THE ACTIVITIES OF THE SAN DIEGO COUNTY WATER AUTHORITY**
Informational report by staff and Directors concerning the San Diego County Water Authority.
- 11. **MEETINGS AND EVENTS**
 - A. *Reports on meetings and events attended by Directors*
 - B. *Schedule of upcoming meetings and events*
- 12. **ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES**
This item is placed on the agenda to enable the Board to identify and schedule future items for discussion at upcoming Board meetings and/or identify press release opportunities.
- 13. **COMMENTS BY DIRECTORS**
This item is placed on the agenda to enable individual Board members to convey information to the Board and the public not requiring discussion or action.
- 14. **COMMENTS BY GENERAL COUNSEL**
Informational report by the General Counsel on items not requiring discussion or action.
- 15. **COMMENTS BY GENERAL MANAGER**
Informational report by the General Manager on items not requiring discussion or action.
- 16. **CLOSED SESSION WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
*Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2).
Number of cases: 4*
- 17. **ADJOURNMENT**

- *The agenda package and materials related to an agenda item submitted after the packet's distribution to the Board are available for public review in the lobby of the District office during normal business hours.*
- *Agendas and minutes are available at www.vidwater.org.*
- *VID Board meetings are generally held on the first and third Wednesday of each month.*

AFFIDAVIT OF POSTING

I, Ranae Ogilvie, Board Secretary of the Vista Irrigation District, hereby certify that I posted a copy of the foregoing agenda outside the lobby of the District office at 1391 Engineer Street, Vista, California at least 72 hours prior to the meeting, in accordance with Govt. Code Sec. 54954.2(a).

Date: October 17, 2024



Ranae Ogilvie, Board Secretary



STAFF REPORT

Agenda Item: 6

Board Meeting Date:

October 23, 2024

Prepared By:

Ramae Ogilvie

SUBJECT: CONSENT CALENDAR

- A. Minutes of the September 23, 2024 Fiscal Policy Committee meeting
- B. Minutes of the October 2, 2024 Board of Directors meeting
- C. Ratification of check disbursements

DRAFT COMMITTEE MINUTES FOR INFORMATION ONLY

Not part of the District's permanent record until signed.

MINUTES OF THE
FISCAL POLICY COMMITTEE OF
VISTA IRRIGATION DISTRICT

September 23, 2024

A meeting of the Fiscal Policy Committee of Vista Irrigation District was held on September 23, 2024, at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

Chair Vásquez called the meeting to order at 10:00 a.m.

2. ROLL CALL

Directors present: Chair Vásquez and Director Sanchez

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Shallako Goodrick, Director of Administration; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; and Elizabeth Xaverius, Administrative Assistant.

Other attendees: None.

3. APPROVAL OF AGENDA

The agenda was approved as presented.

4. ORAL COMMUNICATIONS

No public comments were presented.

5. DISTRICT FEES AND CHARGES OTHER THAN WATER RATES

See staff report attached hereto.

Director of Administration Shallako Goodrick stated that every year the District performs a nexus study to ensure that its fees and charges other than water rates accurately reflect the actual costs of services provided by the District. The proposed changes are necessary due to inflationary increases affecting labor costs, parts/materials, and costs of outside services. She noted that the proposed fees changes will increase revenue to the District by approximately \$124,000 which is equally offset by higher costs. Ms. Goodrick added that the proposed fees and charges would be effective January 1, 2025, if approved.

Ms. Goodrick reviewed the Fee Components. She stated that the District recalculates its burden rates every five years, noting that the Material Burden decreased from 25 percent to 20 percent and Service Burden decreased from eight percent to five percent. Ms. Goodrick explained that Parts/materials and services costs have risen at a greater rate than labor costs; therefore, the burden percentage on each has decreased. She stated that the fully burdened labor rate increased by 6.21 percent, which includes adjustments to salary, benefit, and other burden related costs, and that the cost of parts has increased approximately 3.70 percent (on average), which is significantly less than the prior two years.

DRAFT COMMITTEE MINUTES FOR INFORMATION ONLY

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Ms. Goodrick reviewed the Construction Fees stating that the proposed adjustments were primarily the result of increases in parts/materials and labor costs; she highlighted the fees with the most significant cost increases.

Ms. Goodrick reviewed the Engineering Fees stating that the proposed adjustments were primarily the result of increased labor costs. She noted that the Annexation Fee decreased as a result of lower net asset values and that Capacity Fees increased as a result of inflationary increases in the value existing infrastructure and the estimated costs of future capital projects.

Ms. Goodrick confirmed that there are no new fees added to this year.

The Committee asked staff if the District received any negative feedback in previous years as a result of fees and charges being increased; staff reported this is not a common occurrence, noting that the District has been proactive in advising interested parties, including the Building Industry Association, of proposed changes to fees and charges.

The Committee recommended that the revised fees and charges other than water rates be presented for consideration by the Board at a public hearing on October 23, 2024.

6. DISTRICT PURCHASING POLICY

General Manager Brett Hodgkiss stated the Purchasing Policy has remained unchanged since November 2017; in the last seven years inflation has increased by 30 percent. He stated staff proposes that the inflationary adjustment be rounded up to 33 percent and that all dollar thresholds contained in the Policy be adjusted by this percentage for operational efficiencies.

The Committee recommended that the proposed revisions to the Purchasing Policy be presented for consideration by the Board.

7. COMMENTS BY COMMITTEE MEMBERS

Director Sanchez suggested that staff include information about what a cost of service/water rate study is and why the District is having one prepared in the staff report for selecting a consultant to perform said work.

8. COMMENTS BY GENERAL MANAGER

None were presented.

9. ADJOURNMENT

There being no further business to come before the Committee, at 10:42 a.m. Chair Vásquez adjourned the meeting.

Richard L. Vásquez, Chair

ATTEST:

Ramae Ogilvie, Secretary
Board of Directors
VISTA IRRIGATION DISTRICT

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

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

October 2, 2024

A Regular Meeting of the Board of Directors of Vista Irrigation District was held on Wednesday, October 2, 2024 at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

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

2. ROLL CALL

Directors present: Miller, Vásquez, Kuchinsky, Sanchez, and MacKenzie.

Directors absent: None.

Staff present: Brett Hodgkiss, General Manager; Ramee Ogilvie, Secretary of the Board; Lesley Dobalian, Director of Water Resources; Randy Whitmann, Director of Engineering; Frank Wolinski, Director of Operations and Field Services; Shallako Goodrick, Director of Administration; and Elizabeth Xaverius, Administrative Assistant. General Counsel Elizabeth Mitchell of Burke, Williams & Sorensen was also present. Phil Zamora, Human Resources Manager was present for Item 8 – Closed Session: Labor Negotiations.

Other attendees: None.

3. PLEDGE OF ALLEGIANCE

Director Kuchinsky led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

24-10-108 *Upon motion by Director Kuchinsky, seconded by Director Sanchez and unanimously carried (5 ayes: Miller, Kuchinsky, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the agenda as presented.*

5. ORAL COMMUNICATIONS

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

6. CONSENT CALENDAR

24-10-109 *Upon motion by Director MacKenzie, seconded by Director Kuchinsky and unanimously carried (5 ayes: Miller, Kuchinsky, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved the Consent Calendar, including Resolution No. 2024-32 approving disbursements.*

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

A. Grant of Right of Way

See staff report attached hereto. Staff recommended and the Board accepted Grant of Right of Way (L55) for a specific easement over a single-family residential lot consisting of approximately 1.37 acres owned by 1985 Alessandro Trail LLC, located along Alessandro Trail in unincorporated San Diego County (APN 174-220-29; DIV NO 3).

B. Acceptance of Water System

See staff report attached hereto. Staff recommended and the Board accepted this water system for a Wendy's restaurant and Dutch Bros coffee shop, consisting of approximately 1.40 gross acres owned by NMC Vista Palomar, LLC, located at 2655 South Melrose Drive, Vista (LN 2022-025; APN 221-011-26; DIV NO 4).

C. Paving Services

See staff report attached hereto. Staff recommended and the Board authorize the General Manager to execute an agreement with Joe's Paving, Inc. for paving services on Independence Way (D-2382; DIV NO 3) in an amount of \$90,731.84.

D. Minutes of the Fiscal Policy Committee meeting on May 4, 2023

The minutes of May 4, 2023 were noted and filed.

E. Minutes of Board of Directors meeting on September 18, 2024

The minutes of September 18, 2024 were approved as presented.

F. Resolution ratifying check disbursements

RESOLUTION NO. 2024-32

BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby approve checks numbered 75657 through 75753 drawn on US Bank totaling \$723,263.86.

FURTHER RESOLVED that the Board of Directors does hereby authorize the execution of the checks by the appropriate officers of the District.

PASSED AND ADOPTED unanimously by a roll call vote of the Board of Directors of Vista Irrigation District this 2nd day of October 2024.

At 9:08 a.m. President Vásquez announced that the Board would be going into closed session to discuss Item 7: Conference with Legal Counsel - Initiation of Litigation and Item 8: Labor Negotiations, consecutively.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

7. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4).

Number of cases: 1

8. CLOSED SESSION: LABOR NEGOTIATIONS

Conference with labor negotiators pursuant to Government Code section 54957.6(a). Agency negotiators: Phil Zamora, Frank Wolinski and Shallako Goodrick.

At 11:01 a.m. the Board returned to regular session. General Counsel Elizabeth Mitchell reported that the Board came out of Closed Session on Item 7 - Initiation of Litigation at 10:24 a.m. and took a brief recess; at 10:30 a.m., the Board met back in Closed Session on Item 8 - Labor Negotiations and returned to regular session at 11:01 a.m. Ms. Mitchell stated that there was no reportable action taken for either Closed Session items.

9. DIVISION REPORTS

See staff report attached hereto.

Director of Operations and Field Services Frank Wolinski provided a brief update on a current leak repair at the intersection of Bobier Drive and Panther Way and provided clarification regarding the twin stands replacement project on Borden Bench.

The Board asked about Lake Henshaw evaporation rates during the summer months in 2023 and 2024; Director of Water Resources Lesley Dobalian said that she would compile the information and include it in the November Division Report.

Director Kuchinsky thanked staff for including the data matrixes/charts in the Division Reports and asked that columns for future quarters be added to the tables.

Mr. Wolinski provided an update on the water quality incident that occurred in September at Lake Skinner that resulted in the District receiving a large number of taste and odor calls.

Director of Engineering Randy Whitmann provided an update on the status of the close out of the Edgehill Reservoir Replacement and Pump Station project.

10. PURCHASING POLICY

See staff report attached hereto.

Director of Administration Shallako Goodrick said that Section 4.3, Purchasing Policy, of the District's Rules and Regulations, had not been updated in almost seven years; staff is proposing to adjust the purchasing thresholds to address the impacts of higher than normal inflation. Since November 2017, inflation has increased by 30 percent; she said that the proposed revisions reflect a 33 percent inflationary adjustment to the dollar thresholds contained in the policy.

DRAFT MINUTES

Not part of the District's permanent record until approved by the Board of Directors.

After a brief discussion, the Board approved revising the purchasing thresholds contained in the policy and adding the following language to section 4.3.12 A. Contract Changes Orders:

4.3.12 Contract Change Orders

- A. The General Manager has authority to execute individual change orders not exceeding 10% of the contract amount or \$160,000, whichever is less, and not cumulatively exceeding 20% of the contract amount or \$320,000, whichever is less or pursuant to applicable law.

24-10-110 *Upon motion by Director Miller, seconded by Director MacKenzie and unanimously carried (5 ayes: Miller, Kuchinsky, Sanchez, MacKenzie, and Vásquez), the Board of Directors approved revisions to Vista Irrigation District Rules and Regulations Section 4.3, Purchasing Policy, including adjusting purchasing thresholds and adding language (as shown above) to section 4.3.12 A. Contract Change Orders.*

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

See staff report attached hereto.

Director Miller reported that San Diego County Water Authority (Water Authority) Board of Directors held its election of Board Officers at its last meeting; Nick Serrano, Frank Hilliker and Joy Lyndes were elected chair, vice chair and secretary, respectively. He said that the Metropolitan Water District Board of Directors would be holding its election for Board Chairman this month.

12. MEETINGS AND EVENTS

See staff report attached hereto.

President Vásquez reported that he and Director Sanchez attended the Fiscal Policy Committee meeting on September 23, 2024, where the Committee reviewed and provided feedback on the proposed revisions to District fees and charges other than water rates and the Purchasing Policy.

Director Kuchinsky reported on his attendance at the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority Liability Subcommittee meeting in which changes to the Memorandum of Coverages and major liability loss exposures were reviewed. He said he would be attending the Vista Chamber of Commerce Government Affairs meeting on October 3, 2023.

Director Sanchez reported that he attended the San Diego County Redevelopment Successor Agency Oversight Board meeting where they reviewed and approved the appraisals of several businesses. He advised the Board that he would be attending the California Special Districts Association (CSDA) Professional Development Committee meeting on October 3, 2024.

13. ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

See staff report attached hereto.

No changes or additions were offered.

DRAFT MINUTES

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14. COMMENTS BY DIRECTORS

President Vásquez advised the Board that the ACWA Regulatory Roundup is now available.

Director Kuchinsky commented on the Orange County Water District's (OCWD) Prado Constructed Wetlands; he said that the wetlands serve to remove algae and other pollutants in the Santa Ana River water before reaching OCWD's local water system. Director Kuchinsky congratulated staff for being recognized for receiving the Government Finance Officers Association Excellence in Financial Reporting Award for the 17th straight year in a recent issue of the CSDA Magazine.

15. COMMENTS BY GENERAL COUNSEL

Ms. Mitchell informed the Board that Assembly Bill 2561 was signed by Governor Newsom. The bill requires public agencies to present information regarding vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year and would entitle the recognized employee organization to present at said hearing.

16. COMMENTS BY GENERAL MANAGER

Mr. Hodgkiss informed the Board that the District received a thank you letter from the Lakeside Water District for recognizing its 100th Anniversary.

17. ADJOURNMENT

There being no further business to come before the Board, at 11:55 a.m. President Vásquez adjourned the meeting to October 23, 2024 at 9:00 a.m.

Richard L. Vásquez, President

ATTEST:

Ramae Ogilvie, Secretary
Board of Directors
VISTA IRRIGATION DISTRICT



Cash Disbursement Report

Payment Dates 9/19/2024 - 10/9/2024

Payment Number	Payment Date	Vendor	Description	Amount
75754 - 75755	09/25/2024	Refund Checks 75754 - 75755	Customer Refunds	6,668.60
75756	09/25/2024	Refund Check 75756	Customer Refund	1,128.29
75757 - 75768	09/25/2024	Refund Checks 75757 - 75768	Customer Refunds	7,581.68
75769	09/25/2024	A-1 Irrigation, Inc	Supplies for Storage Shed - Henshaw	35.23
75770	09/25/2024	Amazon Capital Services	Warehouse Supplies	241.59
	09/25/2024		Waterproof Document Holders	69.24
	09/25/2024		Office Supplies	30.77
75771	09/25/2024	AquaTechnex, LLC	Application of Phycomycin (72,000 pds) - HABs	22,445.00
	09/25/2024		Purchase of Phycomycin (120,000 pds) - HABs	151,281.00
	09/25/2024		Application of Phycomycin (120,000 pds) - HABs	29,425.00
75772	09/25/2024	AT&T	3680/CALNET 8/13/24 - 9/12/24 - Phones	2,024.25
	09/25/2024		0230/CALNET 8/13/24 - 9/12/24 - Teleconference	14.22
75773	09/25/2024	Brian True	Tuition Reimbursement 09/2024	815.11
75774	09/25/2024	Burke, Williams & Sorensen, LLP	Legal 08/2024	3,983.00
75775	09/25/2024	California Department of Justice	Fingerprinting	196.00
75776	09/25/2024	Cecilia's Safety Service Inc	Traffic Control - Santa Anita Place	760.00
	09/25/2024		Traffic Control - Independence Way	7,077.50
	09/25/2024		Traffic Control - Descanso Ave	1,615.00
	09/25/2024		Traffic Control - Maryland Dr	1,900.00
	09/25/2024		Traffic Control - N Melrose Dr	1,520.00
75777	09/25/2024	City Of Escondido	Escondido Water Treatment Plant 07/2024 & 08/2024	399,745.25
75778	09/25/2024	CleanCapital HC4 Borrower LLC	Solar Energy 08/2024	8,187.81
75779	09/25/2024	Core & Main	Fire Hydrant 6x4x2.5 (4)	16,248.70
	09/25/2024		Nipple 4x6 Brass (1)	109.91
	09/25/2024		Fire Hydrant 6x4x2.5 (3)	11,999.52
	09/25/2024		Cap 1.5" Brass (4)	67.12
	09/25/2024		Ball Valve 1" FIP x FIP with handle PSI 150 (3)	51.96
	09/25/2024		Coupling Meter 1x1.5" (5)	102.84
	09/25/2024		Fire Hydrant Spool 6x12 DI (1)	167.79
	09/25/2024		Tee 2" Brass (4)	177.53
	09/25/2024		Flange 12" SOW (2)	205.68
	09/25/2024		Ball Valve 2" FPT x FPT (4)	212.17
	09/25/2024		Fire Hydrant Spool 6x6 DI (2)	253.31
	09/25/2024		Angle Ball Mtr Valve 1.5" FLG X FIP DD & Lockwing (1)	307.43
	09/25/2024		Bushing 2x.75 Brass (5)	100.13
	09/25/2024		Adapter 2" Copper x MIP (12)	318.24
	09/25/2024		Fire Hydrant Spool 6x24 DI (2)	497.95

Payment Number	Payment Date	Vendor	Description	Amount
	09/25/2024		Ell 8" DI PO 45 Degree (3)	698.21
	09/25/2024		Adapter 12" DI FLXPO (2)	853.01
	09/25/2024		Sleeve 8"x12" Galvanized Top Sections (100)	1,299.00
	09/25/2024		Nipple 2x4 Brass (1)	18.86
	09/25/2024		Flange 6" DI Blind 8-hole (1)	23.82
	09/25/2024		Coupling 1" CTSxCTS (1)	28.15
	09/25/2024		Fire Hydrant Spool 6x18 DI (2)	420.01
	09/25/2024		Plug 2" Threaded Brass (5)	73.07
	09/25/2024		12" Pipe (60)	3,997.95
75780	09/25/2024	Ferguson Waterworks	Tubing 1" Copper Soft 60' (100)	909.30
	09/25/2024		Tubing 1" Copper Soft 60' (300)	2,727.90
75781	09/25/2024	Flyers Energy, LLC	Fuel	93.06
75782	09/25/2024	D-Tek Enterprises, Inc	Live Bee Removal (3) - Lindberg	330.00
	09/25/2024		Live Bee Removal (1) - Beverly	110.00
	09/25/2024		Live Bee Removal (1) - Tower	110.00
	09/25/2024		Live Bee Removal (1) - Cypress	110.00
	09/25/2024		Live Bee Removal (1) - Eucalyptus	110.00
	09/25/2024		Live Bee Removal (1) - Tarole Circle	110.00
	09/25/2024		Live Bee Removal (1) - Robinhood	110.00
75783	09/25/2024	IDEXX Distribution Corporation	Lab Quality Control Samples	351.97
75784	09/25/2024	InfoSend Inc	Support & Storage 08/2024	1,864.97
75785	09/25/2024	Inland Kenworth (US) Inc	Kenworth T280 Dump Truck	184,414.09
75786	09/25/2024	Joe's Paving	Patch Paving - Blackwell Dr	24,033.60
75787	09/25/2024	Jan-Pro of San Diego	Janitorial Service 09/2024	4,497.00
75788	09/25/2024	Leon Perrault Trucking & Materials	Trucking & Material 08/2024	19,592.25
75789	09/25/2024	Lightning Messenger Express	Messenger Service 09/13/24	96.00
75790	09/25/2024	Makelele Systems Landscape & Maintenance, Inc	Landscape Service 09/2024	1,650.00
75791	09/25/2024	Mitsogo Inc	Hexnode MDM Subscription Renewal 10/5/24 - 10/5/25	602.64
75792	09/25/2024	Moodys	Dump Fees/Oversize (1)	600.00
75793	09/25/2024	MRC, Smart Technology Solutions	Managed Printer Services	334.76
75794	09/25/2024	Mutual of Omaha	LTD/STD/Life Insurance 10/2024	6,574.81
75795	09/25/2024	NAPA Auto Parts	Filter	(11.28)
	09/25/2024		Balance Beads	182.86
75796	09/25/2024	North County Auto Parts	Front Brake Rotors - Truck 43	454.54
	09/25/2024		Fuel Filter Kit - Truck 85	86.95
	09/25/2024		Grease (4)	37.89
75797	09/25/2024	North County Industrial Park	Association Dues 10/2024	1,028.22
75798	09/25/2024	O'Reilly Auto Parts	Battery - Truck 11	252.33
75799	09/25/2024	Pacific Pipeline Supply	Angle Stops (2)	502.70
75800	09/25/2024	Pacific Safety Center	Fall Protection Training (1)	195.00
75801	09/25/2024	Parkhouse Tire Inc	Tires (8)	3,007.31
75802	09/25/2024	Powerland Equipment, Inc	Weed Whip	633.56

Payment Number	Payment Date	Vendor	Description	Amount
75803	09/25/2024	Ramco Petroleum	Fuel 08/2024	992.52
75804	09/25/2024	San Diego Door Controls, Inc	Semi-Annual Gate Maintenance	2,850.00
75805	09/25/2024	San Diego Gas & Electric	Electric 08/2024 - Cathodic Protection & T&D	423.77
	09/25/2024		Electric 08/2024 - Reservoirs	3,983.64
	09/25/2024		Electric 08/2024 - Pump Stations	16,436.68
	09/25/2024		Electric 08/2023 - Plants	143.47
75806	09/25/2024	Southern Counties Lubricants, LLC	Fuel 09/01/24 - 09/15/24	6,090.90
75807	09/25/2024	Stephen Huynh	Reimburse - CWEA Membership Renewal	239.00
	09/25/2024		Reimburse - Employee Event 09/24/24	187.40
75808	09/25/2024	Sunbelt Rentals	Concrete	285.01
75809	09/25/2024	Underground Service Alert of Southern California	Safe Excavation Board Fees	170.49
	09/25/2024		New DigAlert Tickets (247)	466.95
75810	09/25/2024	UniFirst Corporation	Uniform Service	234.53
75811	09/25/2024	Verizon Wireless	Air Cards (4)	152.04
75812	09/25/2024	Vinje & Middleton Engineering Inc	Compaction Test - Independence Way (Phase 3)	550.00
75813	09/25/2024	Volt Workforce Solutions	Temporary Service PE 8/23/24 & 8/30/24 - SDCWA Intern	1,610.28
75814	09/25/2024	Vulcan Materials Company and Affiliates	Cold Mix - Independence Way	3,127.77
75815	09/25/2024	TS Industrial Supply	Shop Supplies	191.11
	09/25/2024		Fire Hose 1.5" (2)	277.98
75816	09/25/2024	Zuza LLC	Reflection Newsletter Printing	2,992.82
75817	09/26/2024	Clive Walker	Reimburse - Small Claims	5,626.00
75818	10/02/2024	Refund Check 75818	Customer Refund	2,454.12
75819	10/02/2024	A-1 Irrigation, Inc	Parts for Gate Repair	18.49
	10/02/2024		Supplies to Repair Broken Water Line	28.16
75820	10/02/2024	Airgas USA LLC	Oxygen & Acetylene	546.76
75821	10/02/2024	Alignment Plus	Suspension Parts & Alignment - Truck 66	1,706.36
75822	10/02/2024	Amazon Capital Services	Air Hammer - Truck 85	190.76
	10/02/2024		Water Bottle - Wellness Grant	(21.64)
	10/02/2024		"No Smoking" Decals (10)	15.03
	10/02/2024		Impact Swivels (2)	(77.90)
	10/02/2024		Warehouse Supplies	388.20
	10/02/2024		Impact Swivels (8)	233.70
	10/02/2024		Footwear Program (1)	232.68
	10/02/2024		Respiratory Accessories Bag	(36.79)
	10/02/2024		Office Supplies	308.91
75823	10/02/2024	Bay City Electric Works	Generator Load Testing & Maintenance	1,610.00
	10/02/2024		4 Hour Load Test/Maintenance - Portable Generator G25	953.20
	10/02/2024		Maintenance & Testing of Generator	2,500.03
75824	10/02/2024	Boot Barn Inc	Footwear Program (1)	165.61
75825	10/02/2024	Boot World Inc	Footwear Program (1)	180.00
75826	10/02/2024	Cecilia's Safety Service Inc	Traffic Control - Independence Way	7,053.75
	10/02/2024		Traffic Control - Sunset Dr	1,520.00

Payment Number	Payment Date	Vendor	Description	Amount
	10/02/2024		Traffic Control - Valley Crest Dr	2,185.00
75827	10/02/2024	760Print	Payment Receipt Note Pads (50)	138.56
75828	10/02/2024	Akeso Occupational Health	New Hire Physical	243.00
	10/02/2024		New Hire & DOT Physicals	644.00
75829	10/02/2024	Complete Office of California, Inc	Office Supplies	248.18
75830	10/02/2024	CoreLogic Solutions Inc	Realquest Online Services 08/2024	309.00
75831	10/02/2024	Diamond Environmental Services	Portable Restroom Service	131.51
	10/02/2024		Portable Restroom Service	82.12
75832	10/02/2024	DIRECTV	Direct TV Service	116.99
75833	10/02/2024	EDCO Waste & Recycling Services Inc	Trash Service	484.57
75834	10/02/2024	Ferguson Waterworks	Lid 8" Slotted Valve (VID) (700)	23,414.48
	10/02/2024		Nipple / Brass / 2" D x 2" L (5)	58.62
	10/02/2024		Coupling / 1.5" / PVC Sch 40 / S x S (10)	12.34
	10/02/2024		PVC Pipe Sch 40 / 0.5" (5 sticks of 20') (100)	44.22
	10/02/2024		4" Sewer Pipe / SDR 35 (1 stick of 20') (20)	63.87
	10/02/2024		Adapter / 1" / Copper / Male (5)	44.11
	10/02/2024		Bushing / 1" x 0.75" / Brass (10)	39.51
	10/02/2024		Calder Coupling / 6" PVC x 4" PVC (1)	16.67
	10/02/2024		Plug / 1" / Brass / Threaded (10)	37.89
	10/02/2024		Plug / 1.25" / Brass / Threaded (5)	27.06
	10/02/2024		Calder Coupling / 4" Clay x 4" PVC (3)	21.27
	10/02/2024		Proselect Pipe Joint Lube / 32 oz.(12)	58.46
	10/02/2024		Adapter / 0.75" / Copper / Male (5)	17.32
	10/02/2024		Bushing / 2" x 1.5" / Brass (5)	67.12
	10/02/2024		Sigma Pipe Restraint with T-Bolts (10)	660.33
	10/02/2024		Coupling / 0.75" / PVC Sch 40 / S x S (10)	3.79
	10/02/2024		Cap / 0.75" / PVC Sch 40 / Slip (10)	5.20
	10/02/2024		Ell / 1" / 90° / PVC Sch 40 / S x S (10)	8.12
	10/02/2024		6" Ring Gaskets (for nut, bolt & gasket sets) (100)	411.35
	10/02/2024		Coupling / 1" / PVC Sch 40 / S x S (10)	8.44
	10/02/2024		Nipple / Brass / 0.75" D x 2.5" L (5)	19.70
	10/02/2024		Nut Bolt Gasket Kit 4" (4" gasket) (5)	68.47
	10/02/2024		Flange 6" SOW 8-hole (5)	122.05
	10/02/2024		Adapter 4" DI FLxPO (2)	212.17
	10/02/2024		Service Saddle 8x2 Brass AC (3)	402.15
	10/02/2024		Angle Ball Valve 2" FNPT X MNPT (CurbStop) (8)	3,047.54
	10/02/2024		Air Vent 1" ARI Combination Valve (2)	559.65
	10/02/2024		Flange 4" SOW (4)	64.08
	10/02/2024		Ell 6"x16" POxFL Bury DI (3)	1,388.47
	10/02/2024		Ell 6" DI FL 45 Degree (1)	180.78
	10/02/2024		Fire Hydrant LB400 Check Valve (4)	8,248.65
	10/02/2024		Gate Valve 12" FL (1)	2,868.63

Payment Number	Payment Date	Vendor	Description	Amount
75835	10/02/2024	Garda CL West, Inc	Armored Deposit Transport 10/2024	581.41
75836	10/02/2024	Hawthorne Machinery Co	Bucket Teeth & Pins - B23	259.72
	10/02/2024		Fuel Caps (5)	112.02
75837	10/02/2024	D-Tek Enterprises, Inc	Live Bee Removal (1) - Borden	110.00
	10/02/2024		Live Bee Removal (1) - Vale Terrace	110.00
	10/02/2024		Live Bee Removal (1) - Deodar	110.00
75838	10/02/2024	Hoch Consulting	Grant Research 05/01/24 - 07/31/24	3,780.00
75839	10/02/2024	HydroPro Solutions	Meter 3" x 12" Octave SS w/No Module (1)	2,023.74
	10/02/2024		Encoder Module w/5' Itron Connector (1)	154.12
75840	10/02/2024	Inland Kenworth (US) Inc	Diesel Exhaust Fluid (15)	179.57
75841	10/02/2024	Joe's Paving	Patch Paving	5,814.30
	10/02/2024		Patch Paving	3,719.30
75842	10/02/2024	Ken Grody Ford Carlsbad	Nuts for Fuel Tank Straps (4) - Truck 40	21.93
75843	10/02/2024	Kronick Moskovitz Tiedemann & Girard	Legal 08/2024	6,110.00
75844	10/02/2024	Liebert Cassidy Whitmore	Training (2 Events)	950.00
75845	10/02/2024	Mallory Safety and Supply, LLC	Vest Lime Hi-Viz 3XL (3)	67.06
	10/02/2024		Jacket Rain MED (1)	137.48
75846	10/02/2024	MTC	Barricades (30)	1,396.43
75847	10/02/2024	McMaster-Carr Supply Company	Constant Head Tube for CL2 Analyzer	120.60
75848	10/02/2024	Multiquip	Rammer Parts	436.82
75849	10/02/2024	NAPA Auto Parts	1" Impact Gun - Truck 79	1,526.33
	10/02/2024		Filters (4)	75.49
	10/02/2024		Running Lamp - Truck 40	16.23
75850	10/02/2024	Norfield Development Partners, LLC	Locator Service Software Renewal	1,667.40
75851	10/02/2024	North County Auto Parts	Chemicals, Wiper Blades	239.05
75852	10/02/2024	O'Reilly Auto Parts	Rear Brake Parts - Truck 79	231.21
	10/02/2024		Battery - Truck 21	202.28
75853	10/02/2024	Pacific Pipeline Supply	Fire Hydrant Check Valve (2)	3,942.47
75854	10/02/2024	Pacific Safety Center	Confined Space Awareness Training	1,395.00
	10/02/2024		Trenching & Excavation Training (1)	195.00
75855	10/02/2024	Parkhouse Tire Inc	Tires (6) - Dump Truck 44	2,303.64
75856	10/02/2024	Ramona Disposal Service	Trash Service 08/2024	327.83
	10/02/2024		Trash Service 09/2024	327.83
75857	10/02/2024	Raphaela Rela Ratcliff	Reimburse - Small Claims	1,260.00
75858	10/02/2024	Red Wing Shoe Store	Footwear Program (1)	232.30
75859	10/02/2024	Volvo Construction Equipment & Services	Sliding Side Window Assembly - E3	1,235.11
75860	10/02/2024	San Diego Gas & Electric	Gas 09/2024 - VID Headquarters	480.26
	10/02/2024		Electric 09/2024 - VID Headquarters	8,822.26
75861	10/02/2024	SignArt	VID Flags (3)	333.79
75862	10/02/2024	Shred-it	Shredding Service	187.68
75863	10/02/2024	Bend Genetics, LLC	HABs Lab Analysis	4,381.00
	10/02/2024		HABs Lab Analysis	3,713.00

Payment Number	Payment Date	Vendor	Description	Amount
75864	10/02/2024	UniFirst Corporation	Uniform Service	248.51
75865	10/02/2024	Verizon Wireless	Cell Phones 08/16/24 - 09/15/24	2,092.64
75866	10/02/2024	Volt Workforce Solutions	Temporary Service PE 09/06/24 - SDCWA Intern	506.94
75867	10/02/2024	West Coast Civil, Inc	Waterline Improvement - Lado de Loma TO 25-01	15,290.00
75868	10/02/2024	TS Industrial Supply	Fuel Transfer Hose - Truck 21	56.40
	10/02/2024		Max Earplug / Uncorded (200 per box) (1)	43.84
	10/02/2024		Blue Construction Marking Paint #254 (12)	68.46
	10/02/2024		Maxi Flex Gloves / XL / Yellow Cuff (12)	71.78
	10/02/2024		Yellow Striping Paint #720 (12)	99.37
	10/02/2024		Wood Wedges / 2" x 4" x 12" (90)	165.62
	10/02/2024		Electrical Tape / 7 Mil / 3/4" x 60' (20)	35.29
	10/02/2024		Blue Striping Paint #750 (24)	198.75
	10/02/2024		Black Striping Paint #770 (24)	198.75
	10/02/2024		2" Black Pipe Wrap Tape / 10 Mil x 100' (24)	227.33
	10/02/2024		White Striping Paint #710 (24)	198.75
	10/02/2024		Blue Stake Chasers (bundles of 25) (8)	38.19
	10/02/2024		7 3/4" Stainless Steel Wire Brush (10)	26.63
	10/02/2024		Hydraulic Hose, Quick Links	269.89
75869	10/02/2024	Xerox Corporation	Xerox Supplies & Maintenance	236.60
75870	10/09/2024	A-1 Irrigation, Inc	Cleaning Supplies	37.88
75871	10/09/2024	ACWA/JPIA	Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	822.46
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	33.72
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Cobra	69.09
	10/09/2024		Medical & Dental Insurance 11/2024 - Employees	188,624.88
	10/09/2024		Medical & Dental Insurance 11/2024 - Retirees	42,821.25
	10/09/2024		Medical & Dental Insurance 11/2024 - R Vasquez	2,128.59
	10/09/2024		Medical & Dental Insurance 11/2024 - P Sanchez	1,714.01
	10/09/2024		Medical & Dental Insurance 11/2024 - M Miller	1,714.01
	10/09/2024		Medical & Dental Insurance 11/2024 - J MacKenzie	1,714.01
	10/09/2024		Medical & Dental Insurance 11/2024 - P Kuchinsky	1,714.01
75872	10/09/2024		Dam Failure Insurance 10/2024 - 09/2025	53,196.00
75873	10/09/2024	Airgas USA LLC	Compressed Gas for Welding	172.39
75874	10/09/2024	Alignment Plus	Alignment Check - Truck 20	125.00
75875	10/09/2024	Alliance Development Services, Inc	Refund Inspection Deposit	2,132.94

Payment Number	Payment Date	Vendor	Description	Amount
75876	10/09/2024	Allie's Party Equip Rental Inc	Tables & Chairs Rental for Training	193.75
75877 - 75878	10/09/2024	Amazon Capital Services	Magnets/Metal Plates	24.45
	10/09/2024		Air Compressor - Truck 79	951.52
	10/09/2024		Driver Side Window	99.58
	10/09/2024		Placards (4)	86.36
	10/09/2024		Office Supplies	27.67
	10/09/2024		Warehouse Supplies	48.65
	10/09/2024		Fan for Ice Maker	79.99
	10/09/2024		Brackets - Truck 79	40.03
	10/09/2024		Office Supplies	48.30
	10/09/2024		Shipping - Laminator	(7.57)
	10/09/2024		Laminator	83.01
	10/09/2024		2025 Wall Calendar	18.37
	10/09/2024		Tapping Dye	28.52
	10/09/2024		Fire Bell Sign for WCRH Fire Sprinkler System	16.22
	10/09/2024		Warehouse Supplies	267.64
	10/09/2024		Respirator Supplies PPE	279.18
	10/09/2024		2025 Calendar	32.43
	10/09/2024		Adhesive Address Numbers & Letters	99.42
	10/09/2024		First Aid Kit	36.60
	10/09/2024		Tool for Meter Maintenance	48.69
	10/09/2024		Retainer Pins for Compressor- Truck 79	29.21
	10/09/2024		Icemaker Filter	30.29
	10/09/2024		Pry Bars (3)	68.04
	10/09/2024		American Flag - Henshaw Dam	312.46
	10/09/2024		Office Supplies	24.22
	10/09/2024		Stainless Steel Wire Mesh - A Reservoir	357.84
	10/09/2024		Respirator Supplies	32.37
	10/09/2024		Seat Covers - Truck 11	129.89
75879	10/09/2024	Ardurra Group, Inc.	Deodar Reservoir Rehabilitation 08/2024	8,324.25
75880	10/09/2024	Asbury Environmental Services	Disposal of Used Antifreeze	7.00
	10/09/2024		Disposal of Used Oil	102.00
75881	10/09/2024	Auto Specialist Warehouse	Front Brake Parts - Truck 13	259.64
75882	10/09/2024	Brown and Caldwell	Flume Replacement Alignment Study 08/2024	37,949.99
75883	10/09/2024	Burke, Williams & Sorensen, LLP	Legal 09/2024	4,083.60
	10/09/2024		Legal 09/2024	91.50
75884	10/09/2024	California Account Service	Collection Commission	156.80
75885	10/09/2024	CDW Government Inc	InformaCast Subscription 1 Yr 2024-2025	3,350.00
	10/09/2024		CrowdStrike Renewal 11/5/24 - 11/04/25	7,883.74
75886	10/09/2024	Cecilia's Safety Service Inc	Traffic Control - Independence Way	5,937.50
	10/09/2024		Traffic Control - Maryland Dr	1,662.50
	10/09/2024		Traffic Control - Hannalei Dr	2,375.00

Payment Number	Payment Date	Vendor	Description	Amount
	10/09/2024		Traffic Control - Avocado Dr	2,185.00
	10/09/2024		Traffic Control - Shadowridge Dr	3,230.00
	10/09/2024		Traffic Control - Alta Vista	2,660.00
75887	10/09/2024	Citi Cards	Kitchen & Restroom Supplies	1,369.32
	10/09/2024		Cloud Based Phone System	27.53
	10/09/2024		GFI Faxmaker	15.50
	10/09/2024		Microsoft Azure	801.53
	10/09/2024		Supplies for Employee Event	158.18
75888	10/09/2024	Clinical Lab of San Bernardino Inc	Stage II Samples	1,200.00
75889	10/09/2024	Coast Equipment Rentals	Concrete	308.51
75890	10/09/2024	Complete Office of California, Inc	Office Supplies	59.80
	10/09/2024		Office Supplies	165.44
	10/09/2024		Office Supplies	5.36
	10/09/2024		Office Supplies	324.06
75891	10/09/2024	Core & Main	Fire Hydrant LB400 Check Valve (4)	8,443.50
	10/09/2024		Gate Valve 4" FL R/W (2)	1,400.76
	10/09/2024		Gate Valve 6" FL R/W (5)	4,676.40
	10/09/2024		4" Sewer Pipe / SDR 35 (2 sticks of 20') (40)	129.30
	10/09/2024		1" Brass Clamps for Anodes (40)	161.63
	10/09/2024		1" Meter Gaskets / 1/8" Thick (500)	161.63
	10/09/2024		Calder Coupling / 4" Clay to 4" PVC (3)	20.20
	10/09/2024		6" Pipe Restrainer with T-Bolts (Sigma PWM-C6) (5)	188.56
	10/09/2024		Adapter / 1" PVC / Male / Sch 40 (20)	20.47
	10/09/2024		Fernco Coupling/1056-44RC(4"CLor PL to CL or PL) (10)	301.70
	10/09/2024		Plug / 1.25" / Brass (10)	62.25
	10/09/2024		Ell / 0.75" / 90° / Street / Brass (10)	70.90
	10/09/2024		Ell / 0.75" / 90° / Brass (10)	54.67
	10/09/2024		12" Macro Coupling (1)	1,090.20
75892	10/09/2024	Cosco Fire Protection, Inc	Quarterly Fire Sprinkler Inspection - VID HQ	595.00
	10/09/2024		Annual Fire Sprinkler Inspection - Henshaw Road House	595.00
75893	10/09/2024	Craneworks Southwest Inc	Hydraulic Hose	59.77
	10/09/2024		Cable w/hook - Truck 21	201.83
75894	10/09/2024	Diamond Environmental Services	Portable Restroom Service	105.22
	10/09/2024		Portable Restroom Service	97.68
75895	10/09/2024	Direct Energy	Electric 09/2024 - Henshaw Buildings & Grounds	770.18
	10/09/2024		Electric 09/2024 - Henshaw Wellfield	473.43
75896	10/09/2024	Dudek	E Reservoir Replacement & Pump Station 03/2024	3,612.50
75897	10/09/2024	Electrical Sales Inc	Multi-Meter (1)	1,304.47
	10/09/2024		Fluke Parts	139.82
75898	10/09/2024	FedEx	Express Shipping	48.29
75899	10/09/2024	Ferguson Waterworks	Nut Bolt Gasket Kit 6"-8" (6" gskt) 3/4 x 3 1/4 (18)	375.09
	10/09/2024		Angle Ball Valve 2" FNPT X MNPT (CurbStop) (1)	380.94

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	10/09/2024		Air Vent 1" ARI Combination Valve (2)	559.65
	10/09/2024		Flange 6" SOW 6-hole (5)	263.86
	10/09/2024		Clamp 6x12 Repair Full Circle SS Romac SS2 (1)	319.34
	10/09/2024		O-Rings (8) & Bearing Seals (8)	173.22
	10/09/2024		Regulator Rubber Kits (13)	2,847.46
	10/09/2024		DFW Meter Box Lid Small D1324 (VID Stamp) (75)	5,358.38
	10/09/2024		DFW Meter Box Lid Medium 1220E (VID Stamp) (20)	1,039.20
75900	10/09/2024	Fidelity Security Life Insurance Co (EyeMed)	Vision Insurance 10/2024 - Cobra	14.24
	10/09/2024		Vision Insurance 10/2024 - Cobra	14.24
	10/09/2024		Vision Insurance 10/2024 - Cobra	14.24
	10/09/2024		Vision Insurance 10/2024 - Cobra	14.24
	10/09/2024		Vision Insurance 10/2024 - Cobra	14.24
	10/09/2024		Vision Insurance 10/2024 - Cobra	8.78
	10/09/2024		Vision Insurance 10/2024 - Cobra	8.78
	10/09/2024		Vision Insurance 10/2024 - Cobra	14.24
	10/09/2024		Vision Insurance 10/2024 -Employees	1,518.08
	10/09/2024		Vision Insurance 10/2024 - M Miller	14.24
	10/09/2024		Vision Insurance 10/2024 - J MacKenzie	14.24
	10/09/2024		Vision Insurance 10/2024 - P Sanchez	14.24
	10/09/2024		Vision Insurance 10/2024 - R Vasquez	14.24
	10/09/2024		Vision Insurance 10/2024 - P Kuchinsky	14.24
75901	10/09/2024	Glen and Corina Cooper	Reimburse - Water Damage	7,191.83
75902	10/09/2024	Grainger	Block & Bleed Valves (2)	547.00
	10/09/2024		Motor Brushes	44.16
	10/09/2024		Marking Chalk Paint	163.81
75903	10/09/2024	Hawthorne Machinery Co	Hydraulic Quick Couplers - B9	526.79
	10/09/2024		Hydraulic Coupler, Oil	271.66
	10/09/2024		Manuals for CAT Broom (2)	227.78
	10/09/2024		Grease Cartridges (20)	122.19
	10/09/2024		Broom attachment for Caterpillar Skid Steer	8,532.64
75904	10/09/2024	Valew Welding & Fabrication/Valview Quality Truck Bodies	Deposit for 2000 Gal. SS Tank Replacement Kit	3,690.00
75905	10/09/2024	D-Tek Enterprises, Inc	Live Bee Removal (1) - Mimosa	110.00
	10/09/2024		Live Bee Removal (1) - Huff	110.00
	10/09/2024		Live Bee Removal (1) - Jonathan	110.00
75905	10/09/2024		Live Bee Removal (1) - Anns Way	110.00
75906	10/09/2024	Home Depot Credit Services	Tool/Socket Set - Truck 11	31.36
	10/09/2024		Foam Material for Concrete	23.23
	10/09/2024		Cleaning Supplies	81.44
	10/09/2024		Material for HVAC	56.10
	10/09/2024		Ant Bait	6.46
	10/09/2024		Tool Box - Truck 79	139.63
	10/09/2024		Cable Crimp Ferrules	60.10

Payment Number	Payment Date	Vendor	Description	Amount
	10/09/2024		Wood for Rescreen - A Reservoir	139.93
	10/09/2024		Lumbar	34.12
	10/09/2024		Door - Plant 4	31.39
	10/09/2024		Shed Project & Sign Supplies	795.31
	10/09/2024		Paint for Wellfield	853.12
	10/09/2024		Paint for Wellfield	725.18
	10/09/2024		Paint for Wells & Enclosures	502.20
	10/09/2024		Paint Cleaning Supplies for Wellfield	193.78
	10/09/2024		Paint for Wellfield	(853.12)
	10/09/2024		1" Pressure Regulator	203.49
	10/09/2024		Plumbing Supplies for Analyzer	253.43
	10/09/2024		Supplies for Valve Install	151.68
	10/09/2024		Warehouse Supplies	129.87
	10/09/2024		Concrete Rapid Set 60lb bag (50)	768.84
	10/09/2024		Concrete 60lb bag (168)	930.19
75907	10/09/2024	Inland Kenworth (US) Inc	Fuel Filters (2) - Truck 1	182.07
75908	10/09/2024	Joe's Paving	Patch Paving	10,231.90
	10/09/2024		Patch Paving	5,861.60
	10/09/2024		Patch Paving	10,251.45
75909	10/09/2024	K2 Calibrations LLC	Confined Space Gas Detector Refurbishment	729.09
75910	10/09/2024	Jan-Pro of San Diego	Janitorial Service 10/2024	4,497.00
75911	10/09/2024	Ken Grody Ford Carlsbad	Window Regulator - Truck 75	238.03
	10/09/2024		Door Glass Weather Strip - Truck 75	42.26
	10/09/2024		Door Glass Runner	172.58
75912	10/09/2024	Lightning Messenger Express	Messenger Service 08/16/24 & 08/30/24	168.00
75913	10/09/2024	Major League Pest	Monthly Pest Control Service 06/2024	225.00
	10/09/2024		Monthly Pest Control Service 07/2024	225.00
	10/09/2024		Bee Removal in Meter Box	375.00
	10/09/2024		Monthly Pest Control Service 08/2024	225.00
	10/09/2024		Monthly Pest Control Service 09/2024	225.00
75914	10/09/2024	McMaster-Carr Supply Company	O'Rings (3)	54.29
	10/09/2024		Generator Parts	604.28
	10/09/2024		Analyzer Tubing	101.49
75915	10/09/2024	Moodys	Dump Fees/Oversize (2)	1,200.00
	10/09/2024		Dump Fees/Oversize (1)	600.00
	10/09/2024		Dump Fees/Oversize (4)	2,400.00
	10/09/2024		Dump Fees/Oversize (1)	600.00
75916	10/09/2024	MRC, Smart Technology Solutions	Xerox AltaLink C8145H2 Copier	15,151.75
75917	10/09/2024	NAPA Auto Parts	Filters, Decals	91.81
	10/09/2024		Hydraulic Oil Decals (5)	18.89
	10/09/2024		Filter, Hand Brushes	19.68
	10/09/2024		Shop Chemical	20.02

Payment Number	Payment Date	Vendor	Description	Amount
	10/09/2024		Filter, Wheel Weights	33.78
75918	10/09/2024	North County Auto Parts	Wiper Blades, Oil	126.41
	10/09/2024		Shop Chemicals	29.75
75919	10/09/2024	Pacific Pipeline Supply	Corp Stop 2" MIP X FIP (9)	1,903.04
	10/09/2024		Corp Stop 2" MIP X FIP (3)	951.53
	10/09/2024		Angle Ball Valve 2" FNPT X MNPT (CurbStop) (14)	5,289.10
	10/09/2024		Fire Hydrant LB400 Check Valve (4)	8,010.50
	10/09/2024		Angle Ball Mtr Valve 1"Flare Swl Mtr Nut Lockwing (20)	2,922.75
	10/09/2024		Angle Ball Mtr Valve 1"Flare Swl Mtr Nut Lockwing (18)	2,630.48
	10/09/2024		1" Compression Curbstop (2)	461.51
	10/09/2024		10" Ring Gaskets (5)	32.48
	10/09/2024		12" Ring Gaskets (5)	43.30
	10/09/2024		12" PO Rubber Gaskets (5)	64.95
	10/09/2024		18" PO Rubber Gaskets (5)	211.09
75920	10/09/2024	Patrick Sanchez	Reimburse - CSDA Conference	157.72
75921	10/09/2024	Paychex of New York LLC	Onboarding/Recruiting/Flex Benefit Svc 10/2024	812.50
75922	10/09/2024	Powerland Equipment, Inc	Lynch Pins	12.33
75923	10/09/2024	R & R Controls Inc	Training on BMS System	345.00
75924	10/09/2024	Rincon del Diablo MWD	MD Reservoir Water Service	37.40
75925	10/09/2024	RS Americas Inc	Universal Contact Block	81.93
	10/09/2024		SCADA Fans	553.41
	10/09/2024		SCADA Parts	478.72
75926	10/09/2024	Volvo Construction Equipment & Services	Hydraulic Cylinder Guard & Hardware, Decals - E3	257.63
75927	10/09/2024	San Diego Friction Products	Traffic Tongue Jack - W4	124.49
75928	10/09/2024	San Diego Gas & Electric	Electric 09/2024 - Henshaw Buildings & Grounds	999.66
	10/09/2024		Electric 09/2024 - Henshaw Wellfield	10,346.92
	10/09/2024		Electric 09/2024 - Warner Ranch House	153.04
	10/09/2024		Electric 08/2024 - E32 Regulator	21.20
	10/09/2024		Electric 09/2024 - E32 Regulator	21.74
75929	10/09/2024	Santa Fe Car Wash	Car Washes (25)	325.00
75930	10/09/2024	Save Our Heritage Organisation	WCRH Operating Cost 10/2024 - 12/2024	3,000.00
	10/09/2024		WCRH Operating Cost 07/2024 - 09/2024	3,000.00
75931	10/09/2024	Southern Counties Lubricants, LLC	Fuel 09/15/24 - 09/30/24 - VID Headquarters	7,873.30
	10/09/2024		Fuel 09/15/24 - 09/30/24 Henshaw	110.32
75932	10/09/2024	Spok, Inc	Pagers	51.37
75933	10/09/2024	Shred-it	Shredding Service	186.25
75934	10/09/2024	Stillwater Sciences	As-Needed HABs Consulting 08/2024	3,948.75
	10/09/2024		HABs Management Plan - Phase II - 08/2024	8,852.23
75935	10/09/2024	Summit Erosion Control	Gravel Bag / Poly / 30 lb / 3'4" (400)	779.40
	10/09/2024		Delivery Fee (1)	200.00
	10/09/2024		Pallet, Cardboard & Shrink Wrap (4)	86.60
75936	10/09/2024	Sunrise Materials Inc	Concrete Tools - Truck 75	142.89

Payment Number	Payment Date	Vendor	Description	Amount
75937	10/09/2024	Discount Tire	Tire Disposal (4)	15.16
75938	10/09/2024	The UPS Store 0971	Shipping 09/2024 - HABs	1,289.10
	10/09/2024		Shipping 09/2024 -RWS Iron & Maganese	91.62
75939	10/09/2024	Tilley Crane Inspection Service Co., Inc	Crane Inspections (5)	2,750.00
75940	10/09/2024	Bend Genetics, LLC	HABs Lab Analysis	3,928.00
75941	10/09/2024	Midas Service Experts	Tires (1) - T23	168.44
	10/09/2024		Tires (2) - Truck 20	544.73
75942	10/09/2024	Umpqua Bank	North America Lake Mgmt Society Conference	343.96
	10/09/2024		North America Lake Mgmt Society Conference	550.00
	10/09/2024		North America Lake Mgmt Society Membership	75.00
	10/09/2024		Dissolved Copper Analysis - HABs	330.00
	10/09/2024		No Swimming or Wading Signs - Henshaw	240.16
	10/09/2024		CWEA Class	250.00
	10/09/2024		ACWA Fall Conference - R Whitmann	899.00
	10/09/2024		Teflon Tape	37.99
	10/09/2024		Employment Advertising	99.00
	10/09/2024		Employment Advertising (5 Job Pkg)	900.00
	10/09/2024		Refreshments - Confined Space Safety Training	216.85
	10/09/2024		Small Claims Reports	9.00
	10/09/2024		ACWA Fall Conference - P Kuchinsky	549.00
	10/09/2024		ACWA Region 10 Event - R Vasquez	75.00
	10/09/2024		ACWA Fall Conference - J MacKenzie	899.00
	10/09/2024		ACWA Fall Conference - B Hodgkiss	899.00
75943	10/09/2024	Underground Service Alert of Southern California	Safe Excavation Board Fees	170.49
	10/09/2024		New DigAlert Tickets (230)	435.50
75944	10/09/2024	UniFirst Corporation	Uniform Service	253.61
	10/09/2024		Uniform Service	235.15
	10/09/2024		Uniform Service	302.71
	10/09/2024		Uniform Service	244.37
75945	10/09/2024	Vista Irrigation District	Customer Acct Paid to Collection Agency	309.27
75946	10/09/2024	Volt Workforce Solutions	Temporary Service PE 09/13/24 - CWA Intern	805.14
75947	10/09/2024	Weck Laboratories, Inc	RWS Iron & Maganese Testing - Well 2 @ Lake Henshaw Resorts	162.00
75948	10/09/2024	Western A/V	Board Room AV Upgrade	33,321.34
75949	10/09/2024	TS Industrial Supply	Hammer 4lb Steel Sledge (1)	31.66
	10/09/2024		Wrench Pipe 8" Pipe (1)	38.70
	10/09/2024		Lifter SS 36" Meter Lid (3)	96.99
	10/09/2024		Wrench Crescent 15" Adjustable (1)	103.24
	10/09/2024		Shovel Square Point (3)	116.91
	10/09/2024		Hat Hard Full Brim with Ratchet Head Gear (4)	131.03
	10/09/2024		Probe Soil 3/8"x4' SSP 400 SS (2)	166.71
	10/09/2024		Gloves Thickster Nitrile LG 100 per box (10)	201.90
	10/09/2024		Towel Wypall X80 (5)	278.45

Payment Number	Payment Date	Vendor	Description	Amount
	10/09/2024		Broom 24" Push (5)	322.86
	10/09/2024		Hammer 10" Tomahawk (8)	466.77
	10/09/2024		Digging Bar Heavy Duty (3)	613.75
	10/09/2024		Locks 2029 Master (36)	648.07
	10/09/2024		Blade 14" Diamond Concrete (3)	701.46
	10/09/2024		Wrench Crescent 12" Adjustable (1)	58.09
	10/09/2024		Tie Down Eyes - Truck #79	68.90
	10/09/2024		Bungi Straps (14)	83.62
	10/09/2024		HD Gloves (2)	61.96
	10/09/2024		Suction Hoses (50)	912.01
	10/09/2024		Pressure Washer Wand - Truck 11	70.86
75950	10/09/2024	Zuza LLC	Warehouse Issues Forms (Qty 2000)	1,513.34
Grand Total:				1,762,662.70



COMMITTEE REPORT

Agenda Item: 7

Board Meeting Date:

October 23, 2024

Prepared By:

Dirs. Vásquez & Sanchez

SUBJECT: DISTRICT FEES AND CHARGES OTHER THAN WATER RATES

RECOMMENDATION:

1. Conduct a public hearing for the purpose of receiving comments on proposed increases to Vista Irrigation District fees and charges other than water rates.
2. Consider adopting Resolution No. 2024-XX revising the Rules and Regulations of Vista Irrigation District to incorporate increases to the fees and charges other than water rates.

PRIOR BOARD ACTION: At its October 17, 2023 meeting, the Board conducted a public hearing for the purpose of receiving comments on revisions to the District's Rules and Regulations relative to fees and charges other than water rates; no public comments, written or oral, were presented. After closing the public hearing, the Board adopted Resolution No. 23-41 revising Rules and Regulations of the District relative to fees and charges other than water rates.

FISCAL IMPACT: The revenue produced by these fees and charges is designed to recover the costs associated with the services provided by the District. Adoption of the new miscellaneous fees and charges will increase revenue and expenses to the District by approximately \$124,000, if the number and type of transactions remained similar to those in the past.

SUMMARY: Every year, the District performs a nexus study to ensure that its fees and charges accurately reflect the actual costs of providing services and only those costs. As a result, the District's fees and charges need revision to properly account for changes in the cost of labor, parts/materials, and outside services for the coming year. The fee summary attached is a comprehensive list of fees and charges other than water rates; most of the fees and charges for construction and engineering services are associated with new developments or changes to existing developments. The proposed modifications to the fee summary result from changes in labor costs, parts/material costs, burden and costs of outside services.

DETAILED REPORT: Staff has performed detailed costs studies on all fees and charges. The proposed changes are necessary due to inflationary factors. The proposed fees are calculated using current costs for labor, parts/materials, burden and outside services; most of the changes in this fee study are related to increases in labor costs and/or parts/materials costs. Staff will present the changes in individual fees at the Board meeting. The proposed fees reflect the estimated cost of providing services in calendar year 2025.

Every five years, various burden percentages used in the fees are re-calculated. The Material Burden represents the burden on materials for staff to obtain, store and distribute the materials; the Material Burden decreased from 25 to 20 percent. The Services Burden represents the burden on services for staff to negotiate, prepare, execute and administer an agreement to completion; the Service Burden decreased from eight to five percent. Parts/materials and services costs have risen at a greater rate than labor costs; therefore, the burden percentage on each has decreased.

The Notice of Public Hearing was (and will be) duly published in the San Diego Union-Tribune (Union-Tribune) a newspaper of general circulation in the District's service area on October 13, 2024 and October 21, 2024. The affidavit of publication will be included as part of the administrative record and made available to the public upon receipt from the Union-Tribune. In addition, in accordance with Government Code § 66016,

the District has made available to the public at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081, detailed calculations that serve to demonstrate the need for the proposed fee increases and that the amount of the fees and charges proposed will not exceed the estimated amount required to provide the services for which the fees and service charges are levied. The information shall continue to be accessible and shall be made available at the public hearing to any interested party at the District's headquarters.

ATTACHMENTS:

- Notice of Public Hearing
- Explanation of Fee and Charge Components
- Proposed Fee Summary
- Strikeout version of amended sections of the Rules and Regulations
- Draft resolution amending Rules and Regulations



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Board of Directors

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Patrick H. Sanchez, *Division 4*
Jo MacKenzie, *Division 5*

Administrative Staff

Brett L. Hodgkiss
General Manager
Ramae A. Ogilvie
Board Secretary
Elizabeth A. Mitchell
General Counsel

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Vista Irrigation District will hold a public hearing in its Board Room located at 1391 Engineer Street, Vista, California, on Wednesday, October 23, 2024, at 9:00 a.m., or as soon thereafter as the matter may be heard, to consider revising the Rules and Regulations of the District relating to increasing and decreasing fees and charges other than water rates and adopting such revisions effective January 1, 2025. All interested parties are invited to observe and participate in this public hearing to express opinions and/or present evidence relative to this matter and the fees being proposed.

In accordance with Government Code §66016, Vista Irrigation District has made available at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081, public data demonstrating the need for the proposed fee increases and that the amount of the fees and charges proposed will not exceed the estimated amount required to provide the services for which the fees and service charges are levied; such information shall continue to be available and shall also be made available at the public hearing to any interested party at the District's headquarters.

Members of the public may attend this hearing in person or may observe and participate in the hearing through Vista Irrigation District's teleconferencing line; the phone number and applicable pass code for such participation is as follows: Phone (877) 873-8018; Pass Code 474698#. Telephone participants who are interested in observing and/or participating in the public hearing regarding the fees and charges being considered are requested to place calls to the number listed above at or before 8:50 a.m. on October 23, 2024, so that District staff can organize the number and order of speakers and assure the ability of all who wish to participate.

Members of the public may also present testimony or evidence at the public hearing by way of email, traditional mail or expedited courier service. Email communications should be sent to BoardSecretary@vidwater.org. Mailed testimony or evidence should be addressed as follows Ramae Ogilvie, Board Secretary, Vista Irrigation District, 1391 Engineer Street, Vista, CA 92081. Only emailed and mailed submissions received at the email and physical addresses listed above on or before the 9:00 a.m. hearing time on October 23, 2024 will be considered.

Please take notice that if you or anyone on whose behalf you are acting wishes to challenge any of the matters considered at the public hearing, in court or through other legal means, you may be limited to raising only such subjects as were raised through the conduct of the hearing.

The proposed new fee schedule to be considered by the Vista Irrigation District Board of Directors in connection with the public hearing may be viewed on the District's website at <https://www.vidwater.org/public-notice>. Such materials, and other requests for information, may also be requested by contacting the Board Secretary's office at the address listed above, or by telephoning (760) 597-3128, between 8:00 a.m. and 5:00 p.m., Monday through Friday.



Ramae Ogilvie, Secretary
Board of Directors, Vista Irrigation District



Fees and Charges other than Water Rates

Vista Irrigation District (District) has over 100 different fees and charges that are collected for the provision of services. Every year, the District performs a nexus study and fee analysis to ensure that its fees and charges accurately reflect the actual costs of providing services and only those costs. As a result, the District's fees and charges need to be increased or decreased to properly account for changes in the cost of labor, materials, and outside services for the coming year. Below are brief descriptions of the most common components used in the calculation of fees and charges and explanations as to why fees and charges are increasing by service category (e.g. Construction, Engineering, Customer Service and Water Conservation). Attached is a Proposed Fee Summary that shows each of the fees and charges, the amount of increase or decrease and a brief note of factors contributing to the increase or decrease in a fee or charge. The data and detailed fee calculations are available to the public for public review at the District office.

Fee Components

The calculation of individual fees and charges is based on identified cost centers, such as labor, parts and materials and contract services. Labor costs are fully burdened to include taxes, benefits, equipment and assets, support staff and supervision, computers and other related overhead costs. Actual costs are used for all parts, materials and outside services; these costs are based on contract pricing, inventory values, last order cost or a request for quote from a vendor. Fees and charges can increase or decrease depending on changes to these cost centers as well as labor hours associated with providing a service.

Parts and Materials - inventory part costs are taken directly from the District's inventory system at Fiscal Year-end and based on the average actual cost of an item. Non-inventory part costs are based on the last purchase of an item or a quote from a vendor. The District procures parts and materials via a competitive bidding process to ensure it purchases items at the lowest price.

Material Burden - this cost represents the burden on material costs for the labor to obtain, store and distribute the materials. The material burden rate is calculated every five years and is based on the labor costs to operate and stock the warehouse. The material burden percentage decreased from 25% to 20%.

Service Burden - this cost represents the burden on outside service contracts costs for labor to negotiate, prepare, execute and administer an agreement through completion. The service burden is calculated every five years. The District procures outside services via a competitive bidding process to ensure it gets the items at the lowest price. The services burden decreased from 8% to 5%.

Outside Services – the District contracts with third-party parties to provide certain services, such as paving and traffic control. The cost associated with said services is included in various construction related fees and pricing set forth in the contract. Costs can change annually due to new contracts being negotiated or pricing being adjusted for inflation (as specified in the contract terms).

Labor Rate – the labor rate is equal to the average non-management employee’s salary plus burden, including taxes, benefits, equipment and assets, support staff and supervision, liability insurance, computers, supplies and other related overhead costs. The labor rate is calculated annually based on actual costs, estimated salary increases at 3.31% (generally based on the U.S. Department of Labor’s Consumer Price Index – All Urban Consumers – San Diego, California) as well as changes in benefit and other burden related costs. The fully burdened labor rate, which incorporated adjustments to salary, benefit and other burden related costs, increased by 6.21%.

Labor Time – the District completes a full time and motion study for all fee and charges every other year. In years that the time and motion study is not undertaken, the time component of labor costs remains constant, unless adjustments are necessary due to changes in process. When a time and motion study is performed, the time estimates to complete tasks associated with a fee or charge are reviewed and adjusted, if necessary, to ensure they reflect the average actual time to complete said task.

Fee Increase Summary

Construction Fees

Construction fees are comprised of labor, parts/materials and outside services costs. Labor cost increases are explained in the Fee Components section. Overall, part costs have increased by approximately 3.70%, which is significantly less than the prior two years.

Engineering Fees

Most Engineering Fees are comprised of labor cost, the exceptions being Annexation, Detachment and Capacity Fees. Labor cost increases are explained in the Fee Components section.

Customer Service Fees

Customer Service Fees are mainly comprised of labor costs, which are explained in the Fee Components section. The Return Check fee also includes bank fees, and the Damaged Curb Stop fees include parts.

Miscellaneous Fees

Miscellaneous Fees are mainly comprised of labor costs, which are explained in more detail in the Fee Components section of this summary. The Bid Protest Fees also include costs associated with legal counsel’s time to review bid protest documents.

Water Conservation Fees

Water Conservation Fees are mainly comprised of labor costs, which are explained in the Fee Components section.

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2025

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
Construction Fees:					
5/8" Meter Full Install	\$ 7,355	7,553	\$ 198	2.7%	Labor, paving, and trucking costs increased and burden and parts costs decreased
5/8" Meter Hook On	691	676	(15)	(2.2%)	Labor costs increased and burden and parts costs decreased
5/8" Service Outlet *	6,664	6,877	213	3.2%	Labor, paving and trucking costs increased and burden costs decreased
3/4" Meter Full Install	7,368	7,556	188	2.6%	Labor, paving and trucking costs increased and burden and parts costs decreased
3/4" Meter Hook On	704	679	(25)	(3.6%)	Labor costs increased and burden and parts costs decreased
3/4" Service Outlet *	6,664	6,877	213	3.2%	Labor, paving and trucking costs increased and burden costs decreased
1" Meter Full Install	7,550	7,803	253	3.4%	Labor, paving, trucking and parts costs increased and burden costs decreased
1" Meter Hook On	886	926	40	4.5%	Labor and parts costs increased and burden costs decreased
1" Service Outlet *	6,664	6,877	213	3.2%	Labor, paving and trucking costs increased and burden costs decreased
1 1/2" Meter Full Install	9,627	9,908	281	2.9%	Labor, paving, trucking and parts costs increased and burden costs decreased
1 1/2" Meter Hook On	1,684	1,764	80	4.8%	Labor and parts costs increased and burden costs decreased
1 1/2" Service Outlet *	7,943	8,144	201	2.5%	Labor, paving and trucking costs increased and burden costs decreased
2" Meter Full Install	9,873	10,152	279	2.8%	Labor, paving, trucking and parts costs increased and burden costs decreased
2" Meter Hook On	1,930	2,008	78	4.0%	Labor and parts cost increased and burden costs decreased
2" Service Outlet *	7,943	8,144	201	2.5%	Labor, paving and trucking costs increased and burden costs decreased
Fire Hydrant Full Install *	23,519	24,176	657	2.8%	Labor, paving, trucking and parts costs increased and burden costs decreased
Fire Hydrant Upgrade *	9,419	9,358	(61)	(0.6%)	Labor and parts costs increased and burden costs decreased
4" Fire Service Connection *	14,654	15,354	700	4.8%	Labor, paving, trucking and parts costs increased and burden costs decreased
6" Fire Service Connection *	15,051	15,755	704	4.7%	Labor, paving, trucking and parts costs increased and burden costs decreased
8" Fire Service Connection *	17,443	17,973	530	3.0%	Labor, paving, trucking and parts costs increased and burden costs decreased
10" Fire Service Connection *	19,819	21,005	1,186	6.0%	Labor, paving, trucking and parts costs increased and burden costs decreased
Air Vent, Blow Off, and Gate Valve for Fire Service	5,562	5,667	105	1.9%	Labor and parts costs increased and burden costs decreased
Commercial Irrigation Service Conversion Fee	2,364	2,429	65	2.7%	Labor and parts costs increased and burden costs decreased
Backflow Device Set-up	290	308	18	6.2%	Labor costs increased
Reset Pressure Valve	230	244	14	6.1%	Labor costs increased
1" Construction Meter Deposit With Backflow Device	1,756	2,043	287	16.3%	Labor and parts costs increased
Refundable Amount	1,155	1,421	266	23.0%	Parts costs increased
1" Construction Meter Deposit With Spanner and Backflow Device	1,786	2,072	286	16.0%	Labor and parts costs increased
Refundable Amount	1,180	1,446	266	22.5%	Parts costs increased
3" Construction Meter Deposit With Backflow Device	5,607	6,615	1,008	18.0%	Labor and parts costs increased
Refundable Amount	4,014	4,972	958	23.9%	Parts costs increased
Unauthorized Taking of District Water	3,032	3,266	234	7.7%	Labor and a unit of water costs increased
Relocate Construction Meter	193	205	12	6.2%	Labor costs increased
Unauthorized Construction Meter and Backflow Device Move Penalty	384	408	24	6.3%	Labor costs increased
Subdivision Construction Meter Deposit	10,342	11,682	1,340	13.0%	Labor and parts costs increased and burden costs decreased
Refundable Amount	7,969	9,380	1,411	17.7%	Parts costs increased
Meter Service Lateral Termination	2,335	2,593	258	11.0%	Labor, paving and trucking costs increased and burden costs decreased
Temporary Offsite Service *	8,664	8,987	323	3.7%	Labor, paving and trucking costs increased and burden costs decreased
Plus: Per Foot Frontage Charge	82	85	3	3.7%	Labor, paving, trucking and parts costs increased and burden costs decreased
Temporary Service Agreement Conversion *	9,648	10,031	383	4.0%	Labor, paving and trucking costs increased and burden costs decreased
Plus: Per Foot Frontage Charge	82	85	3	3.7%	Labor, paving, trucking and parts costs increased and burden costs decreased
Temporary Service Agreement Conversion Excluding Tieback & Permit *	8,352	8,600	248	3.0%	Labor, paving and trucking costs increased and burden costs decreased
Plus: Per Foot Frontage Charge	82	85	3	3.7%	Labor, paving, trucking and parts costs increased and burden costs decreased
Cancellation of Meter Application	296	314	18	6.1%	Labor costs increased

**Vista Irrigation District
PROPOSED FEE SUMMARY
Effective: January 1, 2025**

	Current Fee	Proposed Fee	\$ Change	% Change		Comments
Meter Downsize from ¾"	604	642	38	6.3%	Labor costs increased	
Meter Downsize from 1"	604	642	38	6.3%	Labor costs increased	
Meter Downsize from 1½"	1,061	1,206	145	13.7%	Labor, parts and burden costs increased	
Meter Downsize from 2"	1,344	1,498	154	11.5%	Labor, parts and burden costs increased	

* The cost of permit associated with this fee will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

Vista Irrigation District PROPOSED FEE SUMMARY Effective: January 1, 2025

	Current Fee	Proposed Fee	\$ Change	% Change	Comments	
Engineering Fees:						
Hydraulic Analysis	\$ 943	1,002	\$ 59	6.3%	Labor costs increased	
Water Supply Study	1,487	1,580	93	6.3%	Labor costs increased	
Construction Cost Estimate Summary	545	579	34	6.2%	Labor costs increased	
Update Construction Cost Estimate Summary	243	258	15	6.2%	Labor costs increased	
Plan Check (per Sheet)	560	595	35	6.3%	Labor costs increased	
As-Built Deposit (per Sheet)	536	567	31	5.8%	Labor costs increased	
Refundable Amount (per Sheet)	536	567	31	5.8%	Labor costs increased	
Construction Agreement	1,975	2,127	152	7.7%	Labor costs increased	
Water Availability Letter	339	360	21	6.2%	Labor costs increased	
Water Availability Letter Update	158	168	10	6.3%	Labor costs increased	
Private Ownership Agreement	945	1,001	56	5.9%	Labor costs increased	
Grant of Right of Way (to Public)	842	893	51	6.1%	Labor costs increased	
Quitclaim/Cancellation of Recorded Documents	984	1,044	60	6.1%	Labor costs increased	
Encroachment Permit	872	924	52	6.0%	Labor costs increased	
Joint Use Agreement	939	981	42	4.5%	Labor costs increased	
Exchange Meter Agreement	472	502	30	6.4%	Labor costs increased	
Fire Flow Analysis	230	244	14	6.1%	Labor costs increased	
Annexation Fee (per Acre)	7,559	7,013	(546)	(7.2%)	Net asset values decreased	
Annexation/Administration	2,624	2,787	163	6.2%	Labor costs increased	
Detachment Fee (per Acre)	-	-			No charge	
Detachment/Administration	2,624	2,787	163	6.2%	Labor costs increased	
5/8" Capacity Fee	<i>Current # of meters:</i> 5,534	6,076	6,556	480	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
3/4" Capacity Fee	<i>Current # of meters:</i> 17,033	9,114	9,835	721	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
1" Capacity Fee	<i>Current # of meters:</i> 2,905	15,190	16,391	1,201	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
1 1/2" Capacity Fee	<i>Current # of meters:</i> 1,318	30,380	32,782	2,402	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
2" Capacity Fee	<i>Current # of meters:</i> 897	48,608	52,451	3,843	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
3" Capacity Fee	<i>Current # of meters:</i> 79	97,216	104,903	7,687	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
4" Capacity Fee	<i>Current # of meters:</i> 24	151,900	163,911	12,011	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
6" Capacity Fee	<i>Current # of meters:</i> 16	303,800	327,821	24,021	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
8" Capacity Fee	<i>Current # of meters:</i> 2	486,080	524,514	38,434	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
10" Capacity Fee	<i>Current # of meters:</i> 1	698,740	753,989	55,249	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
12" Capacity Fee	<i>Current # of meters:</i> 0	1,306,340	1,409,632	103,292	7.9%	Inflation on value of infrastructure and increase estimated costs of future capital
Meter Service Lateral Inspection	810	860	50	6.2%	Labor costs increased	
RPDA/Meter Inspection	665	706	41	6.2%	Labor costs increased	
RPDA/Meter and Lateral Inspection Without Shutdown	1,535	1,630	95	6.2%	Labor costs increased	
RPDA/Meter and Lateral Inspection With Shutdown	2,550	2,708	158	6.2%	Labor costs increased	
Fire Hydrant Inspection	1,088	1,155	67	6.2%	Labor costs increased	
Fire Hydrant and Lateral Inspection without Shutdown	1,958	2,079	121	6.2%	Labor costs increased	
Fire Hydrant and Lateral Inspection with Shutdown	2,393	2,541	148	6.2%	Labor costs increased	

Vista Irrigation District

PROPOSED FEE SUMMARY

Effective: January 1, 2025

	Current Fee	Proposed Fee	\$ Change	% Change	Comments
Customer Service Fees:					
Late Penalty	\$ 17	18	\$ 1	5.9%	Labor costs increased
Delinquent Door Hanger	77	82	5	6.5%	Labor costs increased
Mailed Discontinuation Notice	45	46	1	2.2%	Labor costs increased
Delinquent Lock	175	184	9	5.1%	Labor costs increased
Delinquent Lock Hardship *	57	59	2	3.6%	Change in Consumer Price Index
After Hours Lock or Unlock	191	203	12	6.3%	Labor costs increased
After Hours Unlock Hardship *	171	177	6	3.5%	Change in Consumer Price Index
Broken Lock	191	203	12	6.3%	Labor costs increased
Pulled Meter	191	203	12	6.3%	Labor costs increased
Tax Roll	104	111	7	6.7%	Labor costs increased
Returned Check	41	44	3	7.3%	Labor and banking costs increased
Voluntary Lock or Unlock	73	77	4	5.5%	Labor costs increased
Meter Bench Test	483	513	30	6.2%	Labor costs increased
5/8" Damaged Curb Stop	953	1,007	54	5.7%	Labor, parts increased
3/4" Damaged Curb Stop	953	1,007	54	5.7%	Labor, parts increased
1" Damaged Curb Stop	1,019	1,094	75	7.4%	Labor, parts increased
Miscellaneous Fees:					
Bid Protest Fee- Contract Under \$60k	350	371	\$ 21	6.0%	Labor costs increased
Bid Protest Fee- Contract Over \$60k	603	637	34	5.6%	Labor costs increased
Water Conservation Fees:					
Second Water Citation within 12 Months	\$ 255	271	\$ 16	6.3%	Labor costs increased
Third Water Citation within 12 Months	498	498	-	0.0%	Labor costs increased and conservation program costs decreased
Four or More Water Citations within 12 Months	741	724	(17)	(2.3%)	Labor costs increased and conservation program costs decreased
1" and Smaller Flow Restrictor Installation & Removal	337	358	21	6.2%	Labor costs increased
1½" and 2" Flow Restrictor Installation & Removal	643	687	44	6.8%	Labor, parts increased

* Hardship: 200% below the Federal Poverty Line

4.4.4 Service Related Charges

A. Non-Scheduled or Special Meter Readings

When requested by a customer, the District will make a special reading of a meter. For water billings based upon special readings, the above Service Charge and other fixed charges, and the Billing Period will be divided by the number of days in that billing period. The Service Charge and other fixed charges to be billed will be based on the number of days that the customer has received service since the last regularly scheduled meter reading. The same method will be used in prorating the number of units in all rate tiers.

B. Meter Bench Test

When requested by a customer, the District will bench test or, in the case of large meters, trailer test meters at a cost of \$~~513483~~.00 per test.

C. Ownership of Fire Hydrants

The VID entered into agreements with the City of Vista and the Vista Fire Protection District concerning the installation and maintenance of fire hydrants. These agreements are incorporated into these Rules and Regulations by this reference. The main segments of the agreement require VID to supply water at no charge for fire suppression and training and to relocate, reconstruct or replace fire hydrants at its expense. VID is responsible for the cost of all fire hydrant repairs and maintenance, including those brought about by traffic accidents or vandalism. Minor maintenance is the responsibility of the Fire Agency, as is annual inspections. This agreement is renewed yearly and may be canceled with a 30-day written notification by any of the parties.

D. Service Installations During Construction (Construction Meters)

1. 1" Construction Meters with Backflow Device

1" Construction Meters with Backflow Device may be issued to the applicant for a maximum of 30 days. The 1" Construction Meter with Backflow Device without a spanner wrench shall require a \$~~2,0431,756~~.00 deposit, of which \$~~1,4211,155~~.00 is refundable upon return of the meter in good condition within 35 days. The 1" Construction Meter with Backflow Device and a spanner wrench shall require a \$~~2,0721,786~~.00 deposit, of which \$~~1,4461,180~~.00 is refundable upon return of the meter and spanner wrench in good condition within 35 days. Water usage shall not be billed, but shall be deducted from the refundable deposit at the then current domestic water rate. The cost of necessary repairs to the meter will also be deducted from the deposit. The refund will be forfeited if the meter is not returned within 35 days.

2. 3” Construction Meters with Backflow Device (For a maximum of one year; new application required after one year)

A ~~\$6,6155,607.00~~ deposit shall be required on all construction meters with backflow device, ~~\$4,9724,014.00~~ of the deposit is refundable upon return of the meter and backflow device in good condition. All construction water shall be billed at the highest water rate tier and applicable Service Charge. Moving a construction meter and backflow device from one location to another shall cost ~~\$205193.00~~ per move. The charge for an unauthorized construction meter and backflow device move shall be ~~\$408384.00~~. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost ~~\$244230.00~~. Developers must use construction meters and backflow devices for landscaping, road grading or construction purposes. Prior to placing the new water system in service, construction water must be obtained from a construction meter served by the existing water distribution system. When the new water distribution system has progressed to the point that it may be placed into service, all service outlets shall be locked. The developer may then make application for subdivision construction water for on-site work.

3. Subdivision Construction Meters

An ~~\$11,68210,342.00~~ deposit shall be required on a Subdivision Construction Meter. ~~\$2,3022,373.00~~ of that deposit is retained for administration and testing for a net refundable deposit of ~~\$9,3807,969.00~~ if the meter is returned in good condition.

4.4.5 Administrative/Document Fees

The following fees shall be charged to customers and/or applicants where applicable:

Annexation/Detachment (Administrative Fee)	\$ 2,7872,624.00
Construction Agreement (Preparation Fee)	\$ 2,1271,975.00
Grant of Right of Way (Document)	\$ 893842.00
Private Ownership Agreement (Document)	\$ 1,001945.00
Quitclaim/Cancellation of Recorded Documents	\$ 1,044984.00
Encroachment Permit	\$924872.00
Joint Use Agreement	\$981939.00
Exchange Meter Agreement	\$502472.00
Water Availability Letter	\$ 360339.00
Water Availability Letter Update	\$ 168158.00

4.4.6 Annexation/Detachment (Change of Boundaries) Per Acre Fees

- A. Annexation Fees (See Sec. 3.1)

~~\$7,0137,559~~.00 per acre.

B. Detachment Fee (See Sec. 3.1)

\$0 per acre

4.4.7 Backflow Device Charges

New backflow device installations will be investigated and monitored with a set-up fee of ~~\$308290~~.00. The District will not be responsible for testing and repairs to such devices once they are entered on the monitoring system. (See "Cross Connection Control," Section 6.3.)

4.4.8 Collection of Connection Fees

For water meters purchased on or after January 1, 2018 that abut an existing water main or are determined to be a "Permanent Offsite Service" per Section 3.8.6 (Temporary and Permanent Offsite Water Services), the cost of connecting service is included as part of the "Capacity Fee" established in Section 4.4.16.

Connection fees shall be collected for the following cases:

A. Temporary Offsite Service (see Section 3.8.6)

In addition to the charges otherwise provided by these regulations, the cost for providing a Temporary Offsite Service will be ~~\$8,9878,664~~.00, plus an additional charge of ~~\$8582~~.00 per foot of frontage.

The cost of permit associated with a Temporary Offsite Service is dependent upon its jurisdiction and will be determined at the time of its application.

B. Permanent Water Service resulting from a Temporary Service Agreement (TSA)

Conversion from a temporary offsite service to a permanent onsite service to satisfy the terms and conditions of a TSA shall be ~~\$10,0319,648~~.00 plus an additional charge of ~~\$8582~~.00 per foot of the pro-rata share of pipeline costs.

Conversion from a temporary offsite service to a permanent onsite service excluding private plumbing tieback to satisfy the terms and conditions of a TSA shall be ~~\$8,6008,352~~.00 plus an additional charge of ~~\$8582~~.00 per foot of the pro-rata share of pipeline costs.

The cost of permit associated with a Permanent Water Service resulting from a TSA is dependent upon its jurisdiction and will be determined at the time of its application.

- C. Connection to “Pipeline Extensions Constructed by Developers” (See Section 3.8.7 C).

Connection fee shall be established in a payback agreement between the District and Developer.

4.4.9 Engineering Service Fees

- A. Hydraulic Analyses

The District’s hydraulic model is used to perform analyses and provide planning and design information for projects and ranges in the level of effort as follows:

Fire Flow Analysis – provides the available fire flow at a specific location in the system. A fire flow analysis does not review or determine system improvements that may be necessary to meet the specified fire flow requirement. The fee is \$~~244230~~.00.

Hydraulic Analysis – provides a review of a project for impacts on the existing system and identifies offsite improvements that may be necessary to maintain service levels in the system. Includes a summary page of the results and a schematic layout of the project and facilities. The fee is \$~~1,002943~~.00.

Water Supply Study – required for most new projects prior to plan checking improvement plans, a water supply study provides an analysis of the project and reports the requirements for conformance with the District’s planning and design criteria, including estimation of demands based on land-use, requirements for any proposed new facilities including pipeline sizes, and impacts to the existing system and need for offsite improvements. Includes a detailed summary report and figures to show schematic layout of required facilities to serve the proposed project. The fee is \$~~1,5801,487~~.00 for projects with minor pipeline extensions. Costs for large and/or more complex projects shall be performed on a time and materials basis through a deposit as determined necessary by the District.

- B. Construction Cost Estimate Summary

Provide a detailed cost of constructing waterline facilities using District forces (when available). The Construction Cost Estimate Summary is \$~~579545~~.00 and is effective for 30 days. Updating a construction cost estimate summary after 30-days have elapsed is \$~~258243~~.00.

- C. Plan Check

The District will check all improvement and grading plans, and if acceptable, will approve said improvement and grading plans. The fee for plan checking will be \$~~595,560~~.00 per sheet excluding all sheets not pertaining to or impacting District facilities. Plan checking for larger and/or more complex projects shall be performed on a time and materials basis through a deposit as determined necessary by the District.

D. As-Built Drawings

The District requires all final As-Built drawings to be submitted at the end of the project. A deposit of \$~~567,536~~.00 per sheet is collected at the beginning of the project. After acceptance of As-Built drawings and the project by the District, the deposit will be refunded.

E. Meter Service Lateral Inspection

The cost for inspecting a service lateral and meter assembly (2 inches and less) connected to a District pipeline by an outside contractor will be \$~~860,840~~.00. Reduced Pressure Detector Assembly (RPDA) inspection costs shall be used for larger service laterals and meters (3 inches and above).

F. RPDA Inspection

The costs associated with inspection of a RPDA or service laterals and meters 3 inches or larger, are as follows:

RPDA/meter inspection	\$ 706,665 .00
RPDA/meter and lateral inspection without shutdown	\$ 1,630,535 .00
RPDA/meter and lateral inspection with shutdown	\$ 2,708,550 .00

G. Time and Materials Basis (Deposit)

Costs for items not covered in the fee schedule or under circumstances determined by the District where the level of effort is too variable or likely greater than allowed for in the fees will be based on actual costs through collection of a deposit. Items include, but not limited to, complex hydraulic analyses and plan checks, water supply assessments, reimbursement agreements, construction of waterline facilities by District forces and miscellaneous inspection work.

4.4.10 Fire Hydrant Installations

Full installations include up to 30 feet of pipe. Installations over 30 feet in length shall be performed on a time and materials basis through a deposit. The cost of permit associated with fire hydrant installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

Full Installation	\$ <u>24,17623,519.00</u>
Upgrade	\$ <u>9,3589,419.00</u>

The cost associated with inspection of a Fire Hydrant is as follows:

Fire Hydrant inspection	\$ <u>1,1551,088.00</u>
Fire Hydrant and lateral inspection without shutdown	\$ <u>2,0791,958.00</u>
Fire Hydrant and lateral inspection with shutdown	\$ <u>2,5412,393.00</u>

4.4.11 Fire Service

4" Fire Service Connection	\$ <u>15,35414,654.00</u>
6" Fire Service Connection	\$ <u>15,75515,051.00</u>
8" Fire Service Connection	\$ <u>17,97317,443.00</u>
10" Fire Service Connection	\$ <u>21,00519,819.00</u>

Fire service connection installations include up to 30 feet of pipe. Installations over 30 feet in length shall be performed on a time and materials basis through a deposit. When an in-line gate valve, air vent and blow-off is required, a fee of \$5,6675,562.00 will be charged. The cost of permit associated with fire service connections will be determined at the time of application. The cost of permit is dependent upon its jurisdiction. It is the responsibility of the applicant to purchase and install the RPDA.

4.4.12 Water Meter Fees

A. Water Meter Fees

⁵ / ₈ " Hook-on Meter	\$ <u>676691.00</u>
Service Outlet	\$ <u>6,8776,664.00</u>
Full Installation	\$ <u>7,5537,355.00</u>

The smallest meter size allowable shall be a ³/₄" meter. A ⁵/₈" meter is only allowed for installation in condominiums, and mobile home subdivisions where each unit is metered separately or in similar low demand non-landscaping uses as approved by the District General Manager.

(Resolution No. 4191, Last Revision 2/16/83: Resolution 83-15)

³ / ₄ " Hook-on Meter	\$ <u>679704.00</u>
Service Outlet	\$ <u>6,8776,664.00</u>
Full Installation	\$ <u>7,5567,368.00</u>
1" Hook-on Meter	\$ <u>926886.00</u>
Service Outlet	\$ <u>6,8776,664.00</u>
Full Installation	\$ <u>7,8037,550.00</u>
1 ¹ / ₂ " Hook-on Meter	\$ <u>1,7641,684.00</u>
Service Outlet	\$ <u>8,1447,943.00</u>
Full Installation	\$ <u>9,9089,627.00</u>
2" Hook-on Meter	\$ <u>2,0081,930.00</u>

Service Outlet	\$ <u>8,1447,943.00</u>
Full Installation	\$ <u>10,1529,873.00</u>

3" or larger sized meters by time and materials only.

The cost of permit associated with water meter installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

B. Cost for Reduction of Meter Size

Reduction of a meter size shall be performed by the District upon written request by the owner. The owner shall be responsible for the cost of labor and parts associated with the reduction of a meter size. However, there shall be no charge to the owner for the cost of the new meter. Owner shall retain equity in the meter based on the smaller size.

The costs associated with reduction of a meter size are as follows:

Meter downsize from 3/4"	\$ 642604.00
Meter downsize from 1"	\$ 642604.00
Meter downsize from 1 1/2"	\$ <u>1,2061,061.00</u>
Meter downsize from 2"	\$ <u>1,4981,344.00</u>

The reduction of a meter size from 3" or larger sized meter is by time and materials only.

C. Refunds for Discontinued Meters

There are no refunds for discontinued meters.

D. Collection of Capacity Fee on Behalf of the San Diego County Water Authority

This District will not accept any otherwise eligible application for meter service installation unless it is accompanied by payment of the applicable capacity fee imposed by the San Diego County Water Authority. These fees are in accordance with the schedule authorized by the San Diego County Water Authority, which may be changed by that agency from time to time. This District is acting only as a collection agent for these fees.

E. Cancellation of Meter Application or Service Change

The cost for canceling a meter application or service change after it has been submitted and processed will be \$314296.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be \$~~2,5932,335~~.00.

G. Commercial Irrigation Service Conversion

The cost for converting an existing domestic commercial service lateral into a dedicated combination irrigation and domestic service will be \$~~2,4292,364~~.00.

4.4.13 District Overhead

A ~~2025~~% material burden factor will be applied to all bills rendered for parts or material furnished by the District. In addition, an ~~58~~% services burden will be applied to all bills rendered that require the District to administer a contract.

4.4.14 Fees Related to Payment of Bills

A. Delinquent Bills and Meters Locked for Non-Payment

All water bills are due and payable upon presentation. If unpaid pursuant to Sections 2.2.3 and 2.2.4, the bill becomes delinquent. If not paid by the penalty date, the service becomes subject to discontinuance and will be charged a fee of \$~~1817~~.00. Prior to discontinuing a service, a reminder is given to the customer by attaching a door hanger or mailing a discontinuation notice. The fee charged for a door hanger will be \$~~8277~~.00. The fee charged for a mailed discontinuation notice will be \$~~4645~~.00. Returned check charge will be \$~~4441~~.00.

Pursuant to Water Code 25806, unpaid water charges may be added to and become a part of the annual assessment levied upon the real property. The cost for reporting delinquent accounts that are added to the property tax roll will be \$~~111104~~.00.

Services that are locked for non-payment of water bills will be charged an additional \$~~184175~~.00; customers who qualify for the Delinquent Lock Hardship fee will be charged \$~~5957~~.00. To unlock a meter after hours, there will be a charge of \$~~203191~~.00; customers who qualify for the After-hours Unlock Hardship fee will be charged \$~~177171~~.00.

Broken District locks shall be billed at the rate of \$~~203191~~.00 per lock. If a meter is pulled for delinquency, there will be a minimum charge of \$~~203191~~.00.

The fees charged for repairing damaged curb stops are as follows:

5/8" damaged curb stop:	\$ 1,007953 .00
3/4" damaged curb stop:	\$ 1,007953 .00
1" damaged curb stop:	\$ 1,0941,019 .00

The fee for repairing damaged curb stops larger than 1” is variable and is dependent upon the number of hours spent by District staff and parts used. The fee will be based on actual costs.

B. Meters Locked by Request of Owner

Upon written request by owner, the meter will be locked as a convenience to the customer by the District for a charge of \$~~7773~~.00 and subsequently unlocked for an additional \$~~7773~~.00. To lock or unlock a meter after hours, there will be a charge of \$~~203491~~.00.

Locked meters will be charged a bi-monthly Readiness-to-Serve charge based on twenty-five percent (25%) of the Readiness-to-Serve charge for that account.

Locking of meters at the request of the owner does not relieve the owner of the responsibility for payment for any water used through the meter or for any damage resulting therefrom. All water registered through the meter after the District has locked the meter shall be paid for by the customer.

4.4.15 Capacity Fees

For all potable water meters installed and for all reclaimed water meters (excepting those areas subject to the contract with Buena Sanitation District dated May 19, 1981), the following charges shall be made:

<u>Meter Size</u>	<u>Capacity Fee</u>
5/8”	\$ 6,556,076 .00
3/4”	\$ 9,835,114 .00
1”	\$ 16,391,15,190 .00
1 1/2”	\$ 32,782,30,380 .00
2”	\$ 52,451,48,608 .00
3”	\$ 104,903,97,216 .00
4”	\$ 163,911,151,900 .00
6”	\$ 327,821,303,800 .00
8”	\$ 524,514,486,080 .00
10”	\$ 753,989,698,740 .00
12”	\$ 1,409,632,1,306,340 .00

These fees are not refundable. If the size of the meter is increased, the difference in capacity fees between the new and old meter at the current prices will be paid. There is no refund of the capacity fees if the meter is reduced in size.

The Board of Directors will waive all capacity fees when installing individual meters at multiple-family residences served by an existing single meter and will request that the San Diego County Water Authority will also waive their capacity fees for the customer.

4.4.16 Water Conservation Fees

Second water citation within 12 months \$ ~~271,255~~.00

Third water citation within 12 months	\$ 498.00
In addition, a flow restrictor may be installed for up to five days.	
Four or more water citations within 12 months	\$ 724741 .00
In addition, a flow restrictor may be installed or service may be discontinued.	
1" and smaller flow restrictor installation & removal	\$ 358337 .00
1½" and 2" flow restrictor installation & removal	\$ 687643 .00

These fees will be added to the water account and will be subject to Section 2.2 - Billing Procedures.

4.4.17 Unauthorized Taking of District Water

If it is determined there has been an unauthorized use of District water through an illegal hook-up, the fee for this unauthorized taking of District water will be \$~~3,2663,032~~.00.

4.4.18 Miscellaneous Fees

A bid protest will be charged a fee for contracts under \$60,000 of \$~~371350~~.00. For contracts over \$60,000 the fee will be \$~~637603~~.00 to also cover the costs of taking the bid protest to the Board of Directors for consideration.

RESOLUTION NO. 2024-XX

RESOLUTION OF THE BOARD OF DIRECTORS
OF VISTA IRRIGATION DISTRICT
AMENDING CERTAIN PROVISIONS OF THE DISTRICT'S RULES AND REGULATIONS
RELATIVE TO FEES AND CHARGES OTHER THAN WATER RATES

WHEREAS, the District has performed detailed cost studies on all fees and charges; and

WHEREAS, these cost studies consist of over 426 pages of analyses and were available to the public for their review as far back as September 12, 2024; and

WHEREAS, the fees adopted in this Resolution will supersede any previous fees adopted as of the effective date of this Resolution as specified in the amendment to the District's Rules and Regulations herein; and

WHEREAS, it is necessary to make changes to said fees and charges due to inflationary factors and the detailed analyses of the cost make-up of each fee; and

WHEREAS, on October 23, 2024, the Board of Directors of the Vista Irrigation District conducted a duly noticed public hearing on proposed increases to certain fees and charges other than water rates, and considered the evidence and testimony presented at the public hearing; and

WHEREAS, after conducting the public hearing, the Board of Directors finds that the proposed fee increases were developed in accordance with California law, and based on the evidence provided to the Board of Directors at that hearing, including the foregoing fee studies (which are a part of the record of this proceeding), the Board determined that the adjustments to the fees contemplated in this Resolution do not result in amounts that exceed the estimated amount required to provide the service for which the fee or charge is levied; and

WHEREAS, based upon the analysis and information provided by District staff, the Board of Directors finds and determines that, with respect to each fee or charge proposed to be increased, the proposed fee or charge does not exceed the reasonable cost of providing the service for which the fee or charge is levied.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Vista Irrigation District does hereby find and declare as follows:

SECTION 1. **Recitals.** The foregoing recitals are true and correct and incorporated herein as findings.

SECTION 2. **Effective Date.** Upon approval by the Board of Directors, these fees and charges will be effective January 1, 2025.

SECTION 3. **Additional Findings.** The Board of Directors hereby makes the following additional findings:

1. The fees and charges adopted or amended by this Resolution are for the purpose of:
 - a. Meeting ongoing operating and maintenance expenses of the District, including employee wage rates and fringe benefits and the purchase of supplies, equipment, materials or services necessary for operation and maintenance activities of the District;
 - b. Meeting the financial requirements of the District; and
 - c. Maintaining the existing levels of services to the lands, residents and water users within the District's existing service area.
2. These fees and charges cover the cost of the District providing the specified services set forth herein, and/or cover the costs of the impacts to the District from the specified activities described in the Resolution.

SECTION 4. **California Environmental Quality Act.** Based upon the foregoing findings, the adoption or amendment of the fees and charges in this Resolution are exempt from the California Environmental Quality Act, Public Resources Code Section 21000, et seq. ("CEQA"), pursuant to State CEQA Guidelines §15273. District staff is authorized to file a Notice of Exemption in accordance with CEQA with respect to the adoption of this Resolution.

SECTION 5 **Notice.** The Notice of Public Hearing was duly published on October 13, 2024 and October 21, 2024 in The San Diego Union-Tribune, a newspaper of general circulation in the District's service area. In addition, in accordance with Government Code § 66016, Vista Irrigation District has made available public data demonstrating the need for proposed fees and charges to be adjusted, and such information shall continue to be made available to any interested party at the District's headquarters, located at 1391 Engineer Street, Vista, CA 92081.

SECTION 6. **Amendment to Rules and Regulations.** Based on the foregoing conclusions and evidence, the Board of Directors of Vista Irrigation District does hereby amend certain provisions of the District's Rules and Regulations as follows:

4.4.4 Service Related Charges

A. Non-Scheduled or Special Meter Readings

When requested by a customer, the District will make a special reading of a meter. For water billings based upon special readings, the above Service Charge and other fixed charges, and the Billing Period will be divided by the number of days in that billing period. The Service Charge and other fixed charges to be billed will be based on the number of days that the customer has received service since the last regularly scheduled meter reading. The same method will be used in prorating the number of units in all rate tiers.

B. Meter Bench Test

When requested by a customer, the District will bench test or, in the case of large meters, trailer test meters at a cost of \$513.00 per test.

C. Ownership of Fire Hydrants

The VID entered into agreements with the City of Vista and the Vista Fire Protection District concerning the installation and maintenance of fire hydrants. These agreements are incorporated into these Rules and Regulations by this reference. The main segments of the agreement require VID to supply water at no charge for fire suppression and training and to relocate, reconstruct or replace fire hydrants at its expense. VID is responsible for the cost of all fire hydrant repairs and maintenance, including those brought about by traffic accidents or vandalism. Minor maintenance is the responsibility of the Fire Agency, as is annual inspections. This agreement is renewed yearly and may be canceled with a 30-day written notification by any of the parties.

D. Service Installations During Construction (Construction Meters)

1. 1" Construction Meters with Backflow Device

1" Construction Meters with Backflow Device may be issued to the applicant for a maximum of 30 days. The 1" Construction Meter with Backflow Device without a spanner wrench shall require a \$2,043.00 deposit, of which \$1,421.00 is refundable upon return of the meter in good condition within 35 days. The 1" Construction Meter with Backflow Device and a spanner wrench shall require a \$2,072.00 deposit, of which \$1,446.00 is refundable upon return of the meter and spanner wrench in good condition within 35 days. Water usage shall not be billed, but shall be deducted from the refundable deposit at the then current domestic water rate. The cost of necessary repairs to the meter will also be deducted from the deposit. The refund will be forfeited if the meter is not returned within 35 days.

2. 3” Construction Meters with Backflow Device (For a maximum of one year; new application required after one year)

A \$6,615.00 deposit shall be required on all construction meters with backflow device, \$4,972.00 of the deposit is refundable upon return of the meter and backflow device in good condition. All construction water shall be billed at the highest water rate tier and applicable Service Charge. Moving a construction meter and backflow device from one location to another shall cost \$205.00 per move. The charge for an unauthorized construction meter and backflow device move shall be \$408.00. The meter and backflow device may be recalled for repeated offenses. Resetting the pressure-sustaining valve shall cost \$244.00. Developers must use construction meters and backflow devices for landscaping, road grading or construction purposes. Prior to placing the new water system in service, construction water must be obtained from a construction meter served by the existing water distribution system. When the new water distribution system has progressed to the point that it may be placed into service, all service outlets shall be locked. The developer may then make application for subdivision construction water for on-site work.

3. Subdivision Construction Meters

An \$11,682.00 deposit shall be required on a Subdivision Construction Meter. \$2,302.00 of that deposit is retained for administration and testing for a net refundable deposit of \$9,380.00 if the meter is returned in good condition.

4.4.5 Administrative/Document Fees

The following fees shall be charged to customers and/or applicants where applicable:

Annexation/Detachment (Administrative Fee)	\$ 2,787.00
Construction Agreement (Preparation Fee)	\$ 2,127.00
Grant of Right of Way (Document)	\$ 893.00
Private Ownership Agreement (Document)	\$ 1,001.00
Quitclaim/Cancellation of Recorded Documents	\$ 1,044.00
Encroachment Permit	\$ 924.00
Joint Use Agreement	\$ 981.00
Exchange Meter Agreement	\$ 502.00
Water Availability Letter	\$ 360.00
Water Availability Letter Update	\$ 168.00

4.4.6 Annexation/Detachment (Change of Boundaries) Per Acre Fees

A. Annexation Fees (See Sec. 3.1)

\$7,013.00 per acre.

B. Detachment Fee (See Sec. 3.1)

\$0 per acre

4.4.7 Backflow Device Charges

New backflow device installations will be investigated and monitored with a set-up fee of \$308.00. The District will not be responsible for testing and repairs to such devices once they are entered on the monitoring system. (See "Cross Connection Control," Section 6.3.)

4.4.8 Collection of Connection Fees

For water meters purchased on or after January 1, 2018 that abut an existing water main or are determined to be a "Permanent Offsite Service" per Section 3.8.6 (Temporary and Permanent Offsite Water Services), the cost of connecting service is included as part of the "Capacity Fee" established in Section 4.4.16.

Connection fees shall be collected for the following cases:

A. Temporary Offsite Service (see Section 3.8.6)

In addition to the charges otherwise provided by these regulations, the cost for providing a Temporary Offsite Service will be \$8,987.00, plus an additional charge of \$85.00 per foot of frontage.

The cost of permit associated with a Temporary Offsite Service is dependent upon its jurisdiction and will be determined at the time of its application.

B. Permanent Water Service resulting from a Temporary Service Agreement (TSA)

Conversion from a temporary offsite service to a permanent onsite service to satisfy the terms and conditions of a TSA shall be \$10,031.00 plus an additional charge of \$85.00 per foot of the pro-rata share of pipeline costs.

Conversion from a temporary offsite service to a permanent onsite service excluding private plumbing tieback to satisfy the terms and conditions of a TSA shall be \$8,600.00 plus an additional charge of \$85.00 per foot of the pro-rata share of pipeline costs.

The cost of permit associated with a Permanent Water Service resulting from a TSA is dependent upon its jurisdiction and will be determined at the time of its application.

- C. Connection to “Pipeline Extensions Constructed by Developers” (See Section 3.8.7 C).

Connection fee shall be established in a payback agreement between the District and Developer.

4.4.9 Engineering Service Fees

- A. Hydraulic Analyses

The District’s hydraulic model is used to perform analyses and provide planning and design information for projects and ranges in the level of effort as follows:

Fire Flow Analysis – provides the available fire flow at a specific location in the system. A fire flow analysis does not review or determine system improvements that may be necessary to meet the specified fire flow requirement. The fee is \$244.00.

Hydraulic Analysis – provides a review of a project for impacts on the existing system and identifies offsite improvements that may be necessary to maintain service levels in the system. Includes a summary page of the results and a schematic layout of the project and facilities. The fee is \$1,002.00.

Water Supply Study – required for most new projects prior to plan checking improvement plans, a water supply study provides an analysis of the project and reports the requirements for conformance with the District’s planning and design criteria, including estimation of demands based on land-use, requirements for any proposed new facilities including pipeline sizes, and impacts to the existing system and need for offsite improvements. Includes a detailed summary report and figures to show schematic layout of required facilities to serve the proposed project. The fee is \$1,580.00 for projects with minor pipeline extensions. Costs for large and/or more complex projects shall be performed on a time and materials basis through a deposit as determined necessary by the District.

B. Construction Cost Estimate Summary

Provide a detailed cost of constructing waterline facilities using District forces (when available). The Construction Cost Estimate Summary is \$579.00 and is effective for 30 days. Updating a construction cost estimate summary after 30-days have elapsed is \$258.00.

C. Plan Check

The District will check all improvement and grading plans, and if acceptable, will approve said improvement and grading plans. The fee for plan checking will be \$595.00 per sheet excluding all sheets not pertaining to or impacting District facilities. Plan checking for larger and/or more complex projects shall be performed on a time and materials basis through a deposit as determined necessary by the District.

D. As-Built Drawings

The District requires all final As-Built drawings to be submitted at the end of the project. A deposit of \$567.00 per sheet is collected at the beginning of the project. After acceptance of As-Built drawings and the project by the District, the deposit will be refunded.

E. Meter Service Lateral Inspection

The cost for inspecting a service lateral and meter assembly (2 inches and less) connected to a District pipeline by an outside contractor will be \$860.00. Reduced Pressure Detector Assembly (RPDA) inspection costs shall be used for larger service laterals and meters (3 inches and above).

F. RPDA Inspection

The costs associated with inspection of a RPDA or service laterals and meters 3 inches or larger, are as follows:

RPDA/meter inspection	\$ 706.00
RPDA/meter and lateral inspection without shutdown	\$ 1,630.00
RPDA/meter and lateral inspection with shutdown	\$ 2,708.00

G. Time and Materials Basis (Deposit)

Costs for items not covered in the fee schedule or under circumstances determined by the District where the level of effort is too variable or likely greater than allowed for in the fees will be based on actual costs through collection of a deposit. Items include, but not limited to, complex hydraulic analyses and plan checks, water supply assessments, reimbursement agreements, construction of waterline facilities by District forces and miscellaneous inspection work.

4.4.10 Fire Hydrant Installations

Full installations include up to 30 feet of pipe. Installations over 30 feet in length shall be performed on a time and materials basis through a deposit. The cost of permit associated with fire hydrant installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

Full Installation	\$ 24,176.00
Upgrade	\$ 9,358.00

The cost associated with inspection of a Fire Hydrant is as follows:

Fire Hydrant inspection	\$ 1,155.00
Fire Hydrant and lateral inspection without shutdown	\$ 2,079.00
Fire Hydrant and lateral inspection with shutdown	\$ 2,541.00

4.4.11 Fire Service

4" Fire Service Connection	\$ 15,354.00
6" Fire Service Connection	\$ 15,755.00
8" Fire Service Connection	\$ 17,973.00
10" Fire Service Connection	\$ 21,005.00

Fire service connection installations include up to 30 feet of pipe. Installations over 30 feet in length shall be performed on a time and materials basis through a deposit. When an in-line gate valve, air vent and blow-off is required, a fee of \$5,667.00 will be charged. The cost of permit associated with fire service connections will be determined at the time of application. The cost of permit is dependent upon its jurisdiction. It is the responsibility of the applicant to purchase and install the RPDA.

4.4.12 Water Meter Fees

A. Water Meter Fees

⁵ / ₈ " Hook-on Meter	\$ 676.00
Service Outlet	\$ 6,877.00
Full Installation	\$ 7,553.00

The smallest meter size allowable shall be a 3/4" meter. A 5/8" meter is only allowed for installation in condominiums, and mobile home subdivisions where each unit is metered separately or in similar low demand non-landscaping uses as approved by the District General Manager.

(Resolution No. 4191, Last Revision 2/16/83: Resolution 83-15)

3/4" Hook-on Meter	\$ 679.00
Service Outlet	\$ 6,877.00
Full Installation	\$ 7,556.00
1" Hook-on Meter	\$ 926.00
Service Outlet	\$ 6,877.00
Full Installation	\$ 7,803.00
1 1/2" Hook-on Meter	\$ 1,764.00
Service Outlet	\$ 8,144.00
Full Installation	\$ 9,908.00
2" Hook-on Meter	\$ 2,008.00
Service Outlet	\$ 8,144.00
Full Installation	\$ 10,152.00

3" or larger sized meters by time and materials only.

The cost of permit associated with water meter installations will be determined at the time of application. The cost of permit is dependent upon its jurisdiction.

B. Cost for Reduction of Meter Size

Reduction of a meter size shall be performed by the District upon written request by the owner. The owner shall be responsible for the cost of labor and parts associated with the reduction of a meter size. However, there shall be no charge to the owner for the cost of the new meter. Owner shall retain equity in the meter based on the smaller size.

The costs associated with reduction of a meter size are as follows:

Meter downsize from 3/4"	\$ 642.00
Meter downsize from 1"	\$ 642.00
Meter downsize from 1 1/2"	\$ 1,206.00
Meter downsize from 2"	\$ 1,498.00

The reduction of a meter size from 3" or larger sized meter is by time and materials only.

C. Refunds for Discontinued Meters

There are no refunds for discontinued meters.

D. Collection of Capacity Fee on Behalf of the San Diego County Water Authority

This District will not accept any otherwise eligible application for meter service installation unless it is accompanied by payment of the applicable capacity fee imposed by the San Diego County Water Authority. These fees are in accordance with the schedule authorized by the San Diego County Water Authority, which may be changed by that agency from time to time. This District is acting only as a collection agent for these fees.

E. Cancellation of Meter Application or Service Change

The cost for canceling a meter application or service change after it has been submitted and processed will be \$314.00.

F. Service Lateral Termination

The cost for terminating a meter service lateral will be \$2,593.00.

G. Commercial Irrigation Service Conversion

The cost for converting an existing domestic commercial service lateral into a dedicated combination irrigation and domestic service will be \$2,429.00.

4.4.13 District Overhead

A 20% material burden factor will be applied to all bills rendered for parts or material furnished by the District. In addition, a 5% services burden will be applied to all bills rendered that require the District to administer a contract.

4.4.14 Fees Related to Payment of Bills

A. Delinquent Bills and Meters Locked for Non-Payment

All water bills are due and payable upon presentation. If unpaid pursuant to Sections 2.2.3 and 2.2.4, the bill becomes delinquent. If not paid by the penalty date, the service becomes subject to discontinuance and will be charged a fee of \$18.00. Prior to discontinuing a service, a reminder is given to the customer by attaching a door hanger or mailing a discontinuation notice. The fee charged for a door hanger will be \$82.00. The fee charged for a mailed discontinuation notice will be \$46.00. Returned check charge will be \$44.00.

Pursuant to Water Code 25806, unpaid water charges may be added to and become a part of the annual assessment levied upon the real property. The cost for reporting delinquent accounts that are added to the property tax roll will be \$111.00.

Services that are locked for non-payment of water bills will be charged an additional \$184.00; customers who qualify for the Delinquent Lock Hardship fee will be charged \$59.00. To unlock a meter after hours, there will be a charge of \$203.00; customers who qualify for the After-hours Unlock Hardship fee will be charged \$177.00.

Broken District locks shall be billed at the rate of \$203.00 per lock. If a meter is pulled for delinquency, there will be a minimum charge of \$203.00.

The fees charged for repairing damaged curb stops are as follows:

5/8" damaged curb stop:	\$ 1,007.00
3/4" damaged curb stop:	\$ 1,007.00
1" damaged curb stop:	\$ 1,094.00

The fee for repairing damaged curb stops larger than 1" is variable and is dependent upon the number of hours spent by District staff and parts used. The fee will be based on actual costs.

B. Meters Locked by Request of Owner

Upon written request by owner, the meter will be locked as a convenience to the customer by the District for a charge of \$77.00 and subsequently unlocked for an additional \$77.00. To lock or unlock a meter after hours, there will be a charge of \$203.00.

Locked meters will be charged a bi-monthly Readiness-to-Serve charge based on twenty-five percent (25%) of the Readiness-to-Serve charge for that account.

Locking of meters at the request of the owner does not relieve the owner of the responsibility for payment for any water used through the meter or for any damage resulting therefrom. All water registered through the meter after the District has locked the meter shall be paid for by the customer.

4.4.15 Capacity Fees

For all potable water meters installed and for all reclaimed water meters (excepting those areas subject to the contract with Buena Sanitation District dated May 19, 1981), the following charges shall be made:

<u>Meter Size</u>	<u>Capacity Fee</u>
5/8"	\$ 6,556.00
3/4"	\$ 9,835.00
1"	\$ 16,391.00
1 1/2"	\$ 32,782.00
2"	\$ 52,451.00
3"	\$ 104,903.00
4"	\$ 163,911.00
6"	\$ 327,821.00
8"	\$ 524,514.00
10"	\$ 753,989.00
12"	\$ 1,409,632.00

These fees are not refundable. If the size of the meter is increased, the difference in capacity fees between the new and old meter at the current prices will be paid. There is no refund of the capacity fees if the meter is reduced in size.

The Board of Directors will waive all capacity fees when installing individual meters at multiple-family residences served by an existing single meter and will request that the San Diego County Water Authority will also waive their capacity fees for the customer.

4.4.16 Water Conservation Fees

Second water citation within 12 months	\$ 271.00
Third water citation within 12 months	\$ 498.00
In addition, a flow restrictor may be installed for up to five days.	
Four or more water citations within 12 months	\$ 724.00
In addition, a flow restrictor may be installed or service may be discontinued.	
1" and smaller flow restrictor installation & removal	\$ 358.00
1 1/2" and 2" flow restrictor installation & removal	\$ 687.00

These fees will be added to the water account and will be subject to Section 2.2 - Billing Procedures.

4.4.17 Unauthorized Taking of District Water

If it is determined there has been an unauthorized use of District water through an illegal hook-up, the fee for this unauthorized taking of District water will be \$3,266.00.

4.4.18 Miscellaneous Fees

A bid protest will be charged a fee for contracts under \$60,000 of \$371.00. For contracts over \$60,000 the fee will be \$637.00 to also cover the costs of taking the bid protest to the Board of Directors for consideration.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Vista Irrigation District this 23rd day of October 2024.

AYES:
NOES:
ABSTAIN:
ABSENT:

Richard Vasquez, President

ATTEST:

Ramae Ogilvie, Secretary
Board of Directors



STAFF REPORT

Agenda Item: 8

Board Meeting Date: October 23, 2024
Prepared By: Shallako Goodrick
Approved By: Brett Hodgkiss

SUBJECT: COMPREHENSIVE COST OF SERVICE/WATER RATE STUDY

RECOMMENDATION: Authorize the General Manager to enter into an agreement with Raftelis Financial Consultants, Inc. to prepare a comprehensive cost of service/water rate study and provide associated public outreach services in an amount not to exceed \$91,716.

PRIOR BOARD ACTION: None.

FISCAL IMPACT: Not to exceed \$91,716. The Fiscal Year 2025 budget includes \$50,000 for a comprehensive cost of service/water rate study and \$100,000 for public relations services.

SUMMARY: The District solicited proposals from 10 consulting firms to prepare a comprehensive cost of service/water rate study (study), including cost of services analysis and water rate model development, and provide associated public outreach services (e.g. town hall meetings, public hearing notices, etc.). The request for proposal (RFP) was also posted on the California Special Districts Association's RFP Clearinghouse webpage and the District's website. The District received proposals from two firms, Raftelis Financial Consultants, Inc. (Raftelis) and NBS Government Finance Group (NBS).

DETAILED REPORT: In its recent history, the District has paid for capital projects on a pay-go ("pay as you go") basis; the last time the District issued bonds was in the 1980s, and it has not had debt since 2003. However, with several large capital projects on the horizon, including the replacement of the 11-mile, 100-year old Vista Flume and construction of a new reservoir (Pechstein II), the District will need to transition from a strictly pay-go strategy to a combination of pay-go and financing instruments (backed by water rate increases) to fund these infrastructure projects. These projects as well as others play a critical role in the District fulfilling its mission of providing a reliable supply of high quality water that meets the needs of its present and future customers in an economically and environmentally responsible manner.

Historically, staff has prepared studies (based on capital projects being funded on a pay-go basis) and developed the required noticing for the public hearing in compliance with Proposition 218. However, with the District incorporating debt financing into this study, staff (with input from its financial advisor, NHA Advisors) determined that it would be best to use a consulting firm that has experience in integrating financing instruments into water rate models to the prepare the study. The broad objective of the study is to adequately cover revenue requirements in compliance with industry best practices, legal parameters, potential future debt service rate covenants and District policies.

As noted, the District received proposals to prepare a study and provide associated public outreach services from Raftelis and NBS. Staff reviewed and ranked each firm's proposal based on their understanding of the scope of work, technical competence, experience, organization/scheduling and references and cost. Based on its evaluation of each firm's proposals, staff recommends entering into an agreement with Raftelis to prepare a study and provide associated public outreach services.

ATTACHMENTS:

- Scope of Required Services
- Raftelis Proposal (Pages 1-49)

SCOPE OF REQUIRED SERVICES

The firm shall perform the following tasks:

Task 1.0 - Cost of Service Analysis

Task 1.1 - The firm will conduct a review of current information to familiarize themselves with both District priorities and exogenous factors, including:

- District customer base, make-up, consumption history / patterns, etc.
- District's existing water rates and charges
- Financial information – Fiscal Year (FY) 2025 Budget, Estimated FY 2024 data, FY 2023 Annual Comprehensive Financial Report and Reserves
- Districts financial policies/practices (reserves, etc.)
- District Strategic Plan and Capital Improvement Program

Task 1.2 - The firm will review various cost allocations between variable and fixed charges to accomplish the requirements set forth in Task 1.3. The firm is also requested to review the current tier structure for compliance recommendations. The firm will then present various cost allocations alternatives (including the advantages and disadvantages of each alternative) to the Board during meeting(s). The Board will then make the determination as to which rate allocation/structure will be utilized to accomplish Task 1.3, Task 2.0 and be the basis for all other information presented in meetings listed in Task 3.0.

Task 1.3 - The firm will perform a standard rate and charge analysis and develop cost-based water user rates and service charges for a five-year period through a cost of service and rate design study process. The water rates and charges must be developed in compliance with California Constitution article XIII D, section 6 (Proposition 218), as well as any new laws that may become effective prior to adoption of new water rates and charges. The firm will ensure compliance with and incorporate appropriate policies as established by the District's Board of Directors. The study will include the following components:

1. Potable water rates
2. Fixed fees (Service Charge also known as a “readiness-to-serve” charge)
3. Fire Service charges review
4. Locked meter charges
5. Recommended rates using a high/low approach based on primary variables, such as rate impacts from:
 - Increase or decrease in sales volume;
 - Increase or decrease in the availability of the District's local water supply;
 - Change in operation and maintenance costs into consideration of inflationary pressures on supplies and services;
 - Large capital projects timing; and
 - New debt service/rate covenants.
6. Allocation scenarios of required increases between variable water rates and fixed service charge.

Historically, the District has adopted a Rate Adjustment Policy, which is comprised the pass-through of increases/decreases of wholesale water rates and charges as well as annual inflationary adjustments, along with other proposed water rate and service charge increases. It is anticipated that the staff will request that this policy be adopted along with other proposed adjustment as has been done in the past.

The firm will prepare a draft study for review by District staff; based on comments and further direction from staff and/or the Board of Directors, the firm will prepare a final study.

Task 2.0 - Rate Model Functionality

The firm will develop a ten-year rate and financial planning model in an Excel format that will be provided to staff. The firm will train staff in use of the model and provide documentation of the model's structure and user guides to facilitate independent utilization by staff. The rate model shall contain functionality to support the development of the rates and charges as described in the study. The rate model will become the property of the District and may be used by the District for any purpose. The model shall specifically include the ability to:

1. Calculate the cost of purchasing, treating, and distributing water;
2. Identify primary cost components and their percentage of total rates and charges;
3. Include financing of the District's 10-year Capital Improvement Program on a debt and loan financing basis;
4. Measure debt capacity;
5. Apply flexible inflators to various cost components; and
6. Create a management dashboard to show the following minimum components:
 - a. Allocation of proposed rate increases (percent for primary revenue requirements);
 - b. Graphic display of costs related to rates; and
 - c. Financial metrics (days' cash, reserve fund levels, debt service coverage).

Task 3.0 - Meetings

In addition to kick-off and regular project/progress meetings with staff, the firm will be required to attend and present information (via PowerPoint - or other similar visual presentation program accompanied by written documentation) in regards to:

1. Meeting with the Board of Directors to discuss the study process, review cost of service methodology and receive input on rate structure goals/objectives.
2. Presenting various water rate/service charge alternatives to the Board of Directors.
3. Presenting final report to the Board of Directors.
4. Attending town hall/community meetings leading up to the public hearing to answer any questions on the study.
5. Attending the public hearing to present findings and answer questions as needed. (The firm shall assist with the approval process for the recommended rates and charges, including preparing testimony for rate hearings and providing expert witness services during the rate hearings.)

Task 4.0 - Project Management. Please include Project Management as a component of each of the tasks above.

Task 5.0 – Public Relations. Firm to develop messaging and talking points related to the study, prepare the Proposition 218 notice and assist with response to protest letters, and provide guidance on and assist with public outreach, including town halls.



Vista Irrigation District

Comprehensive Cost of Service/Water Rate Study

PROPOSAL / SEPTEMBER 12, 2024

Firm Name: Raftelis Financial Consultants, Inc. (DBA Raftelis)

Contact Person Name: Steve Gagnon, PE (AZ), Vice President

P: 213.262.9308 / E: sgagnon@raftelis.com

Local Office & Address: 445 S. Figueroa Street, Suite 1925, Los Angeles, CA 90071





Diversity and inclusion are an integral part of Raftelis' core values.

We are committed to doing our part to fight prejudice, racism, and discrimination by becoming more informed, disengaging with business partners that do not share this commitment, and encouraging our employees to use their skills to work toward a more just society that has no barriers to opportunity.



Raftelis is registered with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) as a Municipal Advisor.

Registration as a Municipal Advisor is a requirement under the Dodd-Frank Wall Street Reform and Consumer Protection Act. All firms that provide financial forecasts that include assumptions about the size, timing, and terms for possible future debt issues, as well as debt issuance support services for specific proposed bond issues, including bond feasibility studies and coverage forecasts, must be registered with the SEC and MSRB to legally provide financial opinions and advice. Raftelis' registration as a Municipal Advisor means our clients can be confident that Raftelis is fully qualified and capable of providing financial advice related to all aspects of financial planning in compliance with the applicable regulations of the SEC and the MSRB.

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TRANSMITTAL LETTER

September 12, 2024

Shallako Goodrick
Director of Administration
Vista Irrigation District
1391 Engineer Street
Vista, California 92081-8840

Subject: Proposal for Comprehensive Cost of Service/Water Rate Study

Dear Shallako Goodrick:

We appreciate the opportunity to respond to your Request for Proposal for a Cost of Service/Water Rate Study. I, Steve Gagnon, PE (AZ), Vice President, will serve as the Project Manager and be the contact person for this proposal. Raftelis has been in business for 31 years and I've been consulting for 25 years and have helped southern California water and wastewater agencies set rates for over 16 years. I am authorized to negotiate for our firm and will be responsible for deliverables and the schedule.

There are a few reasons why we believe we are well suited to support the District:

- 1) I am currently helping Otay Water District revise rates due to their current rate litigation, which means I understand the most recent court case regarding tiered rates. I will be speaking at the annual Association of California Water Agencies (ACWA) conference in December about tiered rate setting in light of this legal challenge. To answer your question about the defensibility of your current rate structure, I would first summarize rate setting theory, then discuss the Otay case and the pros and cons of your current structure in light of each.
- 2) The District would like to explore various fixed charges. This is the most common request or question I hear as a rate consultant. Unfortunately, there is no "one size fits all" answer; however, my plan to discuss this topic would be to:
 - a. Review and discuss what other agencies do for fixed charge recovery, and if possible, their basis for their fixed charge,
 - b. Advise as to the most common level of fixed revenue recovery,
 - c. Discuss the American Water Works Association (AWWA) theory of fixed cost recovery and a "clean," defensible and easy to way to set a fixed charge, and lastly,
 - d. Armed with the above we will model the bill impacts and price signal for each fixed charge alternative so that the Board/District can make an informed decision.
- 3) The District will be seeking debt financing to fund infrastructure projects and working with a Municipal Advisor. While we do not replace a Municipal Advisor, we are registered with the MSRB and can incorporate various funding alternatives, even in the absence of a Financial Advisor. We recently helped Pasadena model an approximately \$65M market debt issuance and the effect on rates if the market debt was replaced with a WIFIA loan.
- 4) We are very active in southern California: recent *water* rate studies in the last year include the cities of Pasadena, Huntington Beach, Oxnard, Ontario, and Seal Beach; and Mesa, Ramona, Hi-Desert and San Dieguito water districts. We have included references herein.

- 5) We have a strategic communications team who specialize in utility and local government outreach and engagement. Gina DePinto, APR, has more than 34 years of public relations experience including seven years at the Orange County Water District. Gina will prepare the Proposition 218 notice, outreach materials, and presentations to promote clear, simple messaging that the public will understand.
- 6) Gina and I are based in Orange County and can reach the District in 1.5 hours for in-person public and community meetings and workshops.
- 7) Lastly, we researched the reserve policies for all San Deigo County Water Authority member agencies. Many clients often want to know the reserve policies for their neighboring agencies.

Raftelis commits to performing the service within the proposed schedule. Below is my contact information, please do not hesitate to contact me should you have questions. This proposal is a firm and irrevocable for the stated period of time.

Sincerely,

A handwritten signature in blue ink that reads "Steve Gagnon". The signature is fluid and cursive, with a long horizontal line extending to the right.

Steve Gagnon, PE (AZ), Vice President

Raftelis Financial Consultants, Inc.

445 S. Figueroa Street, Suite 1925, Los Angeles, CA 90071

E: sgagnon@raftelis.com / P: 213.262.9308

INDEPENDENCE

Independence

Raftelis is independent of the District and has no history of a professional relationship with the District. We do not have any conflicts of interest for this engagement.

AGREEMENT AND INSURANCE REQUIREMENTS

Agreement and Insurance Requirements

Raftelis is willing to comply with the insurance requirements and we have provided our Certificate of Insurance on the following pages, listing the District as an additional insured, and have included exceptions to the Agreement for Professional Services on pages 50-52 of our proposal.

Client#: 1722483

RAFTEFIN

ACORDTM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

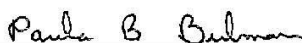
PRODUCER USI Insurance Svcs, Charlotte 6100 Fairview Road Ste 1400 Charlotte, NC 28210 800 868-8834	CONTACT NAME: Brad Christensen	
	PHONE (A/C, No, Ext): - FAX (A/C, No): E-MAIL ADDRESS: brad.christensen@usi.com	
INSURED Raftelis Financial Consultants, Inc. 227 West Trade Street, Ste. 1400 Charlotte, NC 28202	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : National Fire Insurance Co. of Hartford	20478
	INSURER B : Continental Insurance Company	35289
	INSURER C : American Casualty Company of Reading PA	20427
	INSURER D : Continental Casualty Company	20443
	INSURER E : ACE American Insurance Company	22667
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	6076000011	01/21/2024	01/21/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
D	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	BUA6076000025	01/21/2024	01/21/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000	X	X	CUE6076000039	01/21/2024	01/21/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC676000042 WC676305637	01/21/2024 01/21/2024	01/21/2025 01/21/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional			652071235	01/21/2024	01/21/2025	\$5,000,000
E	Excess Prof.			XEOG71409569001	01/21/2024	01/21/2025	\$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Confirmation of Coverage
 Vista Irrigation District, its directors, officers, employees and authorized volunteers are included as an Additional Insured with respects to General Liability including Ongoing and Completed Operations, Automobile
 and Umbrella will follow form as per written contract. The coverage afforded to the Additional Insured is (See Attached Descriptions)

CERTIFICATE HOLDER	CANCELLATION
Vista Irrigation District 1391 Engineer St. Vista, CA 92081-8840	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 

DESCRIPTIONS (Continued from Page 1)

on a Primary and Non-Contributory basis for General Liability, Automobile and Umbrella will follow form as per written contract. Waiver of Subrogation applies to General Liability, Automobile, Workers Compensation and Umbrella will follow form as per written contract. A 30 Day notice of Cancellation will be given except for non-payment of premium will be 10 days if required by written contract. Form Attached CNA75079xx

FIRM QUALIFICATIONS AND EXPERIENCE

Firm Qualifications and Experience

HELPING LOCAL GOVERNMENTS AND UTILITIES THRIVE

Leaders partner with Raftelis to transform their organizations by enhancing performance, planning for the future, identifying top talent, improving their financial condition, and telling their story. We've helped more than 700 organizations in the last year alone.

RESOURCES & EXPERTISE: With more than 180 consultants, Raftelis has the largest water-industry financial and management consulting practice in the nation, including experts in stakeholder engagement and data analytics.

DEFENSIBLE RECOMMENDATIONS: Our staff are involved in shaping industry standards by chairing committees within the AWWA and the Water Environment Federation (WEF) and co-authoring many industry-standard books regarding utility finance and rate setting. In addition, Raftelis is registered as a Municipal Advisor, which means we can model debt proceeds and payments as part of a capital funding plan. We can help you make your master plans and asset management plans/needs an actionable and affordable financial plan that provides a high level of service while maintaining rates as low as good service will permit.

HISTORY OF SIMILAR SUCCESSES: Raftelis staff has assisted 1,700+ local governments and utilities throughout the U.S. with financial and rate consulting services with wide-ranging needs and objectives.

USER-FRIENDLY MODELING: A modeling tool that your staff can use for scenario analysis and financial planning. Raftelis has sophisticated yet user-friendly financial/rate models. Our models allow us to examine different policy options and cost allocations and their financial/customer impacts in real time. We offer model options including Microsoft Excel-based and web-based tools that are developed with the expectation that they will be used by the client as a financial planning tool after the project is complete.

Size of the Firm/Size of Firm Staff

198 employees, including 173 consultants

Type of Firm

Raftelis is a national firm.

Location where work will be Performed

Work will be performed in our Los Angeles, CA office.

Number and Nature of the Professional Staff to be Employed

We have included a breakdown of our proposed staff on the following page. Proposed staff will be employed on a full time basis.

Person Who Will Be Authorized to Answer Questions and Bind the Firm

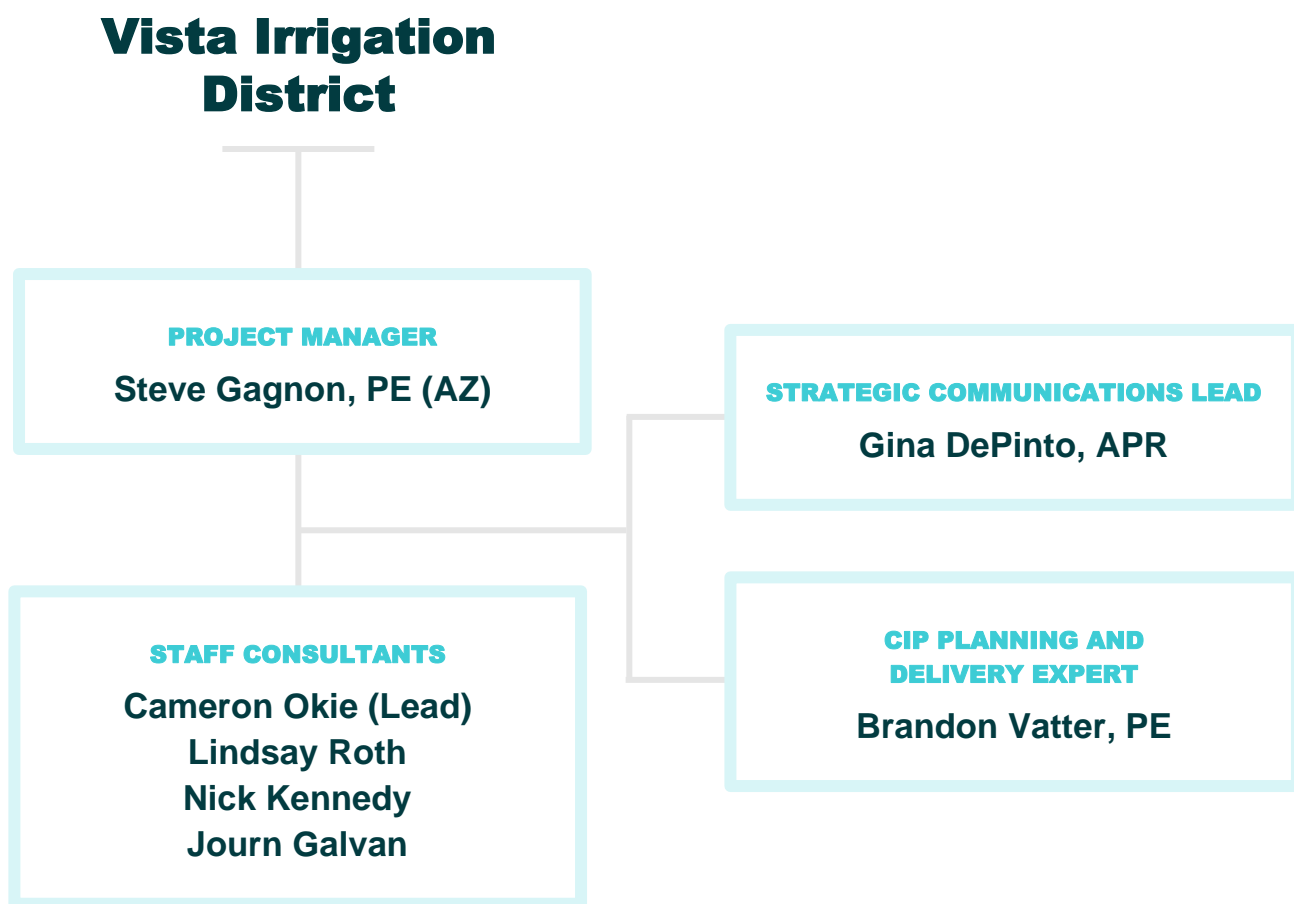
Steve Gagnon, PE (AZ), Vice President
 445 S. Figueroa Street, Suite 1925, Los Angeles, CA 90071
 E: sgagnon@raftelis.com / P: 213.262.9308

STAFF QUALIFICATIONS AND EXPERIENCE

Staff Qualifications and Experience

OUR PROJECT MANAGER HAS MORE THAN 16 YEARS OF EXPERIENCE SETTING RATES IN SOUTHERN CALIFORNIA.

Below is an organizational chart showing the proposed project team. Team member resumes and project roles are on the following pages.



Steve Gagnon PE (AZ)

PROJECT MANAGER

Vice President

ROLE

Steve will manage the day-to-day aspects of the project ensuring it is within budget, on schedule, and effectively meets objectives. He will also lead the consulting staff in conducting analyses and preparing deliverables for the project. Steve will serve as the main point of contact for the project.

PROFILE

Steve has 25 years of experience in financial analysis and environmental engineering. For the past 16 years Steve has provided financial planning and rate setting services to agencies all over California. He has also helped utilities make major investment decisions such as whether to invest in food waste to energy projects. He has also managed the construction and installation of water treatment equipment and oversaw Superfund remediation for the U.S. Army.

KEY PROJECT EXPERIENCE

Otay Water District (CA): Water Rate Study

Steve led a recent water rate study for the District in the Spring of 2022. Working with the District he updated their cost-of-service study, rate structure which included tier breakpoints. The District decided to use the Commodity Demand method and only base (commodity) and max day cost components as opposed to max day and max hour components. Based on discussions with District operations staff, the project team decided to allocate water purchase costs to what is termed base costs, reducing the water rate for tiers 1 and 2.

Sweetwater Authority (CA): Water Rate Study

Steve evaluated water rates, including drought rates, for the Sweetwater Authority in light of recent legal concerns over their current rate structure. The evaluation includes a cost-of-service study to clearly demonstrate the nexus between the rate for each single-family tier and the associated costs to serve that tier. The study started by soliciting input from Board members regarding their water pricing objectives so that rates could be designed accordingly. Steve concluded the study with presentations to the District Board of Directors and the Public.

City of Encinitas (San Dieguito Water District, CA): Water Cost-of-Service and Rate Study

Steve helped the City of Encinitas (City) establish water rates that are based on cost-of-service principles. Cost-of-service based rates creates large bill impacts for the agricultural class. Steve worked with City staff and the



Specialties

- Utility cost-of-service & rate structure studies
- Conservation rate studies
- Economic feasibility studies
- Capital budgeting studies
- Wastewater rate studies
- Capital recovery/capacity fee studies
- Survey research of water & wastewater utility characteristics & rates

Professional History

- Raftelis: Vice President (2023-present); Senior Manager (2020-2022); Manager (2017-2019); Senior Consultant (2014-2016)
- APTwater, Inc. (Now Ultura): project manager (2011-2014)
- PBS&J (now ATKINS): project manager - Utility Finance (2005-2011)
- Earth Tech (now AECOM): Senior project manager (2004-2005)
- Malcolm Pirnie, Inc. (now ARCADIS): Consultant (2002-2003)
- National Parks Conservation Association - Business Plan Initiative: Business Plan Consultant (2000)
- U.S. Army Corps of Engineers - New England Division: project manager (1995-1999)
- Geophex, Limited: Graduate Research Assistant (1994)

Education

- Master of Business Administration - University of Southern California (2001)
- Master of Science in Environmental Engineering - University of Massachusetts (1995)
- Bachelor of Science in Civil Engineering - University of Massachusetts (1994)

Certifications

- Registered Professional Environmental Engineer in Arizona
- Series 50 Municipal Advisor Representative

Professional Memberships

- AWWA

Council rate setting committee to evaluate rates and explain rate setting basics to the committee and public in a Proposition 218 public hearing.

City of Oxnard (CA): Water Rate Study

In early 2023, Raftelis assisted the City of Oxnard to develop a financial plan and set rates for their water and utility. The City of Oxnard has a very vocal and involved customer base. We simplified their rate structure and helped assess capital spending. We held a series of open houses that discussed the basics of rate setting. We also presented to council; the first meeting was a rate-setting basics workshop and the second presented the draft rates. During the public hearing, Raftelis and Staff fielded questions from the public. The rates were implemented by Council in the Spring of 2023. Steve served as the Project Manager.

Burbank Water and Power (CA): Water Rate Study

Raftelis assisted Burbank Water and Power with a professional water rate study. Raftelis helped staff select a rate structure from three structures including Budget Based Tiered Rates and performed a cost-of-service study to allocate costs to the customer classes. Burbank currently has a seasonal rate for commercial classes and has decided to go with a traditional tiered rate structure for single-family customers and a uniform rate for non-residential classes. Steve served as the Project Manager.

City of Pasadena (CA): Water and Wastewater Rate Study

Raftelis recently assisted Pasadena Water and Power in preparing its first professional water rate study, and Steve is serving as the Project Manager. Raftelis helped City select a rate structure by discussing the pros and cons of different rate structures. We prepared a financial plan to ensure rate revenue recovers all costs and will complete a cost-of-service study to allocate costs to each customer class, followed by a rate design to collect costs from each class based on the cost of service. Raftelis is conducting a wastewater rate study.

City of San Francisco Public Utilities Commission: Water and Wastewater Rate Study

In early 2023, Raftelis assisted the City of San Francisco Public Utilities Commission to develop a financial plan and set rates for their water and wastewater utilities. The City has one of the lowest per capita water use in the state at 4 hundred cubic feet per single-family home per month. The City operates a very large water system that serves the city and many surrounding wholesale agencies. Raftelis worked with City Staff to functionalize their operating costs and develop a two-tiered rate for residential customers. Raftelis supported staff during rate committee presentations. The rates were adopted in the Spring of 2023. Steve served as the Project Manager for the water rate study.

City of Manhattan Beach (CA): Water Financial Plan and Rate Study

Steve helped the City of Manhattan Beach to create a water financial plan and set rates. The City had two major concerns; 1) wells were impaired in the near term and the city would have to purchase more imported water and 2) the City was unsure about tiered rates given recent litigation. Steve worked with city staff to discuss the pros and cons of tiered rates. After reviewing these pros and cons with the city attorney and manager, staff recommended cost-based tiered rates as of this writing. Steve presented the financial need and rate study results to city council and the public.

City of Tracy (CA): Wastewater Rate Study

In 2019, the City of Tracy (City) engaged Raftelis to perform a wastewater rate study. Raftelis is currently working with City staff to best plan for expenses to minimize customer impacts, and Steve is serving as Project Manager.

Running Springs Water District (CA): Water and Wastewater Rate Study

Steve assisted the Running Springs Water District (District) establish water and wastewater rates and evaluate the financial health of the Fire and Ambulance Department. The District is unique in that many residents are absentee owners of vacation homes. As such, the District is maintaining a higher-than-average level of fixed charges for both water and sewer to equitably distribute costs among full-time and part time residents. Steve also prepared a 10-year financial plan for the Fire and Ambulance Department showing its financial health under different property tax, other revenue and expenses assumptions, including fire engine replacement.

Encina Wastewater Authority (CA): Net Present Value Analysis

Steve helped the Encina Wastewater Authority (Authority) analyze the Net Present Value of three large capital investments: 1) their co-generation facility, 2) the heat dryer and 3) the fats, oils and greases (FOG) receiving facility that supports Encina's co-digestion facility operation. For the co-gen facility, the analysis involves calculating the Net Present Value of electricity purchase costs with and without the co-gen facility. The heat dryer analysis involves calculating the equivalent annual cost of operating solely the centrifuge (with the associated disposal cost of sludge) versus operating the heat dryer and its reduced sludge disposal costs. Lastly, he helped the Authority analyze its options for alternative digester fuels for co-digestion to enhance digester gas production - FOG versus beer waste - based on the tipping fees and associated maintenance costs of each.

Hi-Desert Water District (CA): Water Rate Study

Steve helped the Hi-Desert Water District (District) establish defensible and affordable water rates for a District with a high number of low-income residents. The study included an update of their miscellaneous fees. The District had one main source of water, which limits the rate differentiation between tiers. The study included an extensive outreach program to educate customers as to the need for rate adjustments.

City of Port Hueneme (CA): Cost-of-service Rate Study

The City of Port Hueneme (City) has some of the highest water rates in the area due to the amount of capital reinvestment needed to maintain the system. Steve helped the City Council and Staff assess the impacts of their decisions, including capital reinvestment, loan refinancing and fixed charge pricing on customer bills. The study included a rate workshop with City Council to show the Council the effects of their decisions.

Mesa Water District (CA): Water and Recycled Water Rate Study

Mesa Water District (District) prides itself on the fact that it is no longer dependent on imported water. Steve helped the District revise their water and recycled water rates in a few months during a fast-paced rate study. The study included over 10 financial plan options for the Board to select from.

City of Pomona (CA): Water, Recycled Water, and Wastewater Rate Study

Steve helped the City of Pomona (City) establish water, recycled water and wastewater rates. He established defensible tiered rates based on the City's multiple sources of water and use characteristics. He also established pumping charges based on the costs associated with serving water to high elevation customers. The engagement included working with rate committee members, Staff and council members to ascertain their rate setting goals. It also included a 10-year financial plan and modeling rates under industry standard reserve targets.

City of Lakewood (CA): Water Rate Study

Steve helped the City of Lakewood (City) develop cost-of-service based tiered water rates. Of note, Steve recommended revising the current practice of providing free water for the first four units of water in single family first tier. To ease the impacts of this change, the City decided to transition the rates over a 5-year period. The study included a full five-year financial plan and a review and recommendations on reserve levels.

City of Orange (CA): Water and Wastewater Rate Study

Steve helped the City of Orange (City) update its water rates and rate structure to ensure that rates are based on cost-of-service principles. The study included a financial plan to fully fund operational and capital expenses and reserves. Steve also helped the City establish wastewater rates for its sanitation enterprise. The rates were revised to reflect sewer whereas they were previously based on water use.

Channel Islands Beach Community Services District (CA): Water and Wastewater Rate Study

Steve helped the Channel Islands Beach Community Services District (District) establish equitable water and wastewater rates. Particularly noteworthy in this study was a class of customers that required the District to reserve capacity in the water treatment plant for possible future growth. Steve explained the cost causation-based rate for this customer class at Board meetings and the Public Hearing. Steve also held special web-based workshops with this customer class to explain cost-of-service principles and the basis for the rates.

City of Shasta Lake (CA): Water Financial Planning Study

The City of Shasta Lake's (City) water revenue dropped significantly during the recent drought - while their water costs increased due to emergency water purchases from expensive sources. In addition, the City's infrastructure was over 80 years old which necessitated significant capital expenditures. Steve worked with City staff to develop a water financial plan that fully funded their capital program, reserves and operational expenses. The financial plan called for a 30% revenue increase in one year. Steve presented the basis for revenue adjustments and rate development at a well-attended public hearing at City Hall.

Santa Fe Irrigation District (CA): Water Cost-of-Service Study

Santa Fe Irrigation District (District) has one of the largest per capita water use rates in the State due to its large lots, many of which have orchards and other agriculture requiring irrigation. Steve worked with City Staff and Board members to establish water cost-of-service based rates which included a complete restructuring of their fixed charges so that the District could pass through their fixed wholesaler charges. The consumption rates were based on the peaking characteristics of each class. Steve presented at a contentious Public Hearing, in which that rates were adopted, to answer Board and the Public's questions.

Trabuco Canyon Water District (CA) Water, Recycled Water, and Wastewater Rate Study

Steve helped the Trabuco Canyon Water District (District) establish water, wastewater and recycled water rates. The Trabuco Canyon Water District's revenue plummeted significantly during the recent drought. Steve helped the District establish rates, including drought rates, that fully funded operations, capital expenses and reserves. The District previously had a 7-tier rate structure. Steve helped the district establish a 4-tier rate structure in which the rates were based on the supply costs and peaking costs to serve water in each tier - as required by Proposition 218. The study started with a pricing objectives exercise so that the Board could communicate its most important rate setting goals. Steve presented financial plan options and rate study results and a public hearing.

Moulton Niguel Water District (CA): Water and Wastewater Capacity Fees and Miscellaneous Fees Study

Steve prepared water and wastewater capacity fees and miscellaneous fees in June of 2016. The water and wastewater capacity fees were calculated using the buy-in methodology and varied by meter size. The Moulton Niguel Water District (District) also decided to implement a water demand offset fee for new water connections based on the premise that the recycled water system offsets potable water use and benefits potable water users. Steve attended Board meetings to help staff explain the rationale and basis for the capacity fees.

Steve also helped calculate miscellaneous fees by interviewing staff to assess the time and effort involved with the fees, benefit burden rates and material charges to properly calculate over three dozen fees for the water and wastewater systems. The deliverable included an excel model with which the District could update the miscellaneous fees in the future.

PROJECT LIST

- City of Anaheim (CA) - Wastewater rate study
- Boxelder County (CO) - Stormwater funding research
- Blue Plains Wastewater Treatment Plant (DC) - Valuation study
- Confidential Fortune 500 Aerospace Corporation (CA) - Strategic remediation financial planning and analysis
- City of Coronado (CA) - Wastewater rate study
- Earth Tech (CA) - Operation excellence plan
- Fallbrook Public Utility District (CA) - Water conservation-based sewer rates
- City of Fullerton (CA) - Sewer fee assessment
- Helix Water District (CA) - Conservation based water rates; capacity fee study
- Julian and Pine Valley Sanitation Districts (CA) - Wastewater rate study
- Keweenaw National Historical Park, National Park Service (MI) - Business plan
- City of La Habra (CA) - Sewer rate study and long-range financial plan
- La Habra Heights County Water District (CA) - Water user rate study and long-range financial plan
- City of Lemon Grove (CA) - Wastewater rate study
- Marine Corps Base Camp Pendleton (CA) - Utility privatization
- Metro Wastewater Joint Powers Authority (CA) - Valuation of treatment capacity
- City of Norman (OK) - Stormwater rate study
- Olivenhain Municipal Water District (CA) - Drought water rates; wastewater rate update; capacity and annexation fee update; long-term water planning financial model; water supply cost benefit analysis
- Otay Water District (CA) - Capacity fees update; water rate structure update and drought phasing plan; performance metrics
- Town of Parker (AZ) - Water rate study; benchmarking and efficiency analysis
- City of Pico Rivera (CA) - Valuation of groundwater pumping rights
- City of Poway (CA) - Water and wastewater rate models
- Town of Quartzsite (AZ) - Third party rate review
- Rainbow Municipal Water District (CA) - Water conservation-based sewer rates
- Rowland Water District (CA) - Water rate study
- San Antonio Water System (TX) - Sewer impact fee study
- County of San Diego (CA) - Sewer utility rate study
- Sweetwater Authority (CA) - Water rate study
- U.S. Army Sudbury Annex Superfund Site (MA) - Base realignment and closure
- Walnut Valley Water District (CA) - Water rate study
- City of Webster (TX) - Stormwater rate study
- Western Municipal Water District (CA) - Long-range financial plan

Gina DePinto APR

STRATEGIC COMMUNICATIONS LEAD Manager

ROLE

Gina will provide services for strategic communications and stakeholder engagement for the project. She will review our presentations to ensure our message is clear and consistent and will also develop the Public Hearing Notice.

PROFILE

Gina is an award-winning and accredited public relations professional with more than 34 years of experience and leadership in crisis communications, community outreach, advocacy, stakeholder engagement, marketing, and media relations in the public and private sectors. Gina's leadership experience includes communications program management for \$2 billion in public transportation and water infrastructure projects, including the Port of Long Beach Gerald Desmond Bridge Replacement Project and the Orange County Groundwater Replenishment System. The GWRS has been covered by international media including National Geographic, Wall Street Journal, New York Times, BBC, CNN, and NPR to name a few. Prior to joining Raftelis, Gina served the residents of Santa Barbara County as the first executive Communications Manager in the county government's 171-year history. She advised the County Executive Team on strategic communications programs, crisis communication, media relations, issues management, internal communications, branding and culture change. During her tenure, the County Emergency Operations Center was activated 19 times and included two federally declared disasters, a global pandemic, two mass casualty incidents, and a \$2M embezzlement in the Public Works Department. Born and raised in Phoenix, Arizona, DePinto served as a public information officer for the City of Phoenix, public relations director for Farnam Companies, Inc. (animal health and pet products), and coordinated publicity for Olympic and World Champion figure skater Dorothy Hamill prior to relocating to California. Gina earned a bachelor's degree in organizational communication from Arizona State University, is accredited in public relations from the Public Relations Society of America (PRSA) and holds certificates in public participation from the International Association for Public Participation (IAP2). Gina is currently a member of the California Association of Public Information Officials (CAPIO), Public Relations Society of America (PRSA), Municipal Management Association of Southern California (MMASC) and AWWA CA-NV.

KEY PROJECT EXPERIENCE

City of West Sacramento (CA): Water, Sewer, and Solid Waste Rate Study Communications and Outreach

Raftelis was hired to build stakeholder awareness of and support for the City's water, sewer, and solid waste rate study. Gina was the architect of the strategic



Specialties

- Strategic communications planning
- Crisis & risk communications
- Reputation management
- Stakeholder engagement
- Media relations & media training
- Development & oversight of earned social and paid media
- Writing, copyediting, script writing
- Collateral development and art direction
- Branding and marketing
- Public speaking

Professional History

- Raftelis: Manager, Strategic Communications (2022-present)
- County of Santa Barbara: Communications Manager (2016-2022)
- Westbound Communications: Account Director (2013-2016)
- Orange County Water District: Communications Specialist (2006-2013)
- Bylines Public Relations & Marketing: Owner/Principle (1996-2006)
- Farnam Companies: Public Relations Director (2000-2003)
- City of Phoenix: Public Information Officer (1998-2000)
- Martz Goldwater Public Relations: Senior Account Executive (1996-1997)
- Dorothy Hamill's Ice Capades: Marketing Manager & Publicist (1993-1995)

Education

- Accredited in Public Relations – PRSA (2013)
- Bachelor of Arts in Organizational Communication - Arizona State University (1987)

Professional Memberships

- Public Relations Society of America
- California Association of Public Information Officials
- Municipal Management Association of Southern California

communications plan that included detailed analysis of key stakeholders, messages designed to communicate complex concepts in a clear and concise manner, and print, digital, and video tools designed to raise awareness and support for the changes. The City has a significant community of Russian speakers, so materials were produced in English, Spanish, and Russian. Gina produced a custom explainer video in three languages to communicate how rates are developed, particularly within the framework of California Proposition 218 laws.

City of Calistoga (CA): Water and Sewer Rate Study Communications and Outreach

In 2022, the City hired Raftelis to conduct its latest water and sewer rate study, which was expected to face opposition. Rates were already the highest in the region because Calistoga is a small town of only 5,000 people whose rates must cover the cost of having significant and aging capital utility systems – economies of scale. Gina developed and executed an engagement plan to guide outreach activities for the rate study. The tactics included an engagement plan with a master message platform; bilingual website content, fact sheet, video, and social media content; direct mail; and a series of community meetings and Council presentations. The outreach began 18 months before the City Council successfully adopted new rates in December 2023.

Soquel Creek Water District (CA): Strategic Communications and Citizen Advisory Committee Facilitation

For many years, the Soquel Creek Water District capital expenditures, water reliability projects, and rates have been at best, a source of opposition, and at worst, legally contested. In 2023, under extreme inflationary pressures, Raftelis was hired to update the Financial Plan, thoroughly review the cost of service, develop and implement a robust strategic communications plan, and facilitate an ad-hoc Water Rates Advisory Committee comprised of two Board members and citizen volunteers. Input and feedback from the Committee was helpful to Board deliberations and informed rate study scenarios. The strategies and tactics included messaging, website content, editorials, press releases, custom explainer videos, social media, bill stuffers, weekly and monthly newsletter content, open houses, a webinar, and an informative Proposition 218 public notice designed in a way that customers want to read. Ultimately, the Board successfully implemented new rates in February 2024.

City of Seal Beach (CA): Water and Sewer Rate Study Communications and Outreach

As the strategic communications project manager, Gina is leading public outreach efforts for the City including development of a rate study website, and producing an outreach implementation plan, FAQs, custom videos, a calendar of events and public meetings, and the Proposition 218 Notice. To inform and engage residents and customers, Gina has facilitated informational webinars, community meetings, and open houses. In February 2024, the City Council voted to delay adopting new rates for further study and review, and while the City considers adding a tax measure on the 2024 General Election ballot.

Orange County (CA): Infrastructure Outreach and Communications For Water Reuse Project

Gina led communications and outreach for the world's largest advanced water purification system for potable reuse. While Orange County's Groundwater Replenishment System (GWRS) is one of the most celebrated civil engineering and water reuse projects in the world, its success is equally recognized for the robust strategic public engagement and outreach program. In the early 2000s, public opposition had prevented or shuttered similar water reuse projects in Los Angeles and San Diego, but Orange County's system earned the public's trust and overwhelming support. The strategic communications plan included a support letter campaign, citizens advisory group, multicultural outreach, media outreach, speaker's bureau, and facility tour program with technology demonstrations and water tasting. To date, the GWRS has never been publicly opposed. Initially producing 70 million gallons of purified water per day in 2012, the GWRS final expansion will increase capacity from 100 MGD to 130 MGD, enough to secure water reliability for more than 1 million people.

Infrastructure Outreach and Communications (Port of Long Beach, CA)

Gina led a team of six practitioners to design and manage the communication strategy for the \$1.8 billion Port of Long Beach Gerald Desmond Bridge Replacement Project, one of the largest and most significant highway infrastructure projects in California. Roughly 15 percent of the nation's waterborne cargo is trucked over it, and the bridge is a critical access route for commuters between the Port of Long Beach (Port), downtown Long Beach and surrounding communities. The work included the development of a content-rich website and mobile application to provide traffic conditions, construction updates, links to social media and live cameras, and weekly bilingual audio reports to deliver hands-free updates to professional truck drivers and commuters. Within months of launching, the app was featured as a successful communications case study in PR Week magazine.

Water Education and Outreach Program Development (Orange County, CA)

While leading strategic communications at the Orange County Water District (OCWD), Gina was engaged with planning and directing content, and engaging partners and sponsors for several signature events to engage generational audiences about regional and state water resources and supplies, water efficiency, and environmental sustainability. Key partners and sponsors included The Walt Disney Company, National Geographic, Wyland Foundation, UC Irvine, UCLA, NASA JPL, USGS, National Water Research Institute, California Department of Water Resources, and others to support events like the annual O.C. Water Summit, Children's Water Education Festival, and the Groundwater Adventure Tour.

Groundwater Contamination Outreach (Orange County Water District, CA)

Orange County's groundwater is the source of 75 percent of the drinking water for 2.4 million people. After levels of volatile organic chemicals and perchlorate were detected in groundwater wells exceeding the max loads allowed by the California Department of Public Health, the Orange County Water District (OCWD) initiated the South Basin Groundwater Protection Program to construct six monitoring wells to measure the direction and speed of the migrating contamination. Gina developed and managed the construction outreach plan to address impact mitigation measures, build support from municipal leaders, and assure residents that their drinking water was safe. Outreach tactics included messaging, materials, face-to-face communication, and community meetings with maps, pictures, visuals, and access to subject matter experts. The successful outreach program achieved 100% support of the program from all municipal partners and no public opposition.

Rate Study Communications and Engagement (Carpinteria Groundwater Sustainability Agency, CA)

Gina provided strategic guidance to the Carpinteria Groundwater Sustainability Agency (CGSA) Executive Director in support of establishing a groundwater users sustainability fee. The CGSA was formed in 2020 after the groundwater basin was designated a high priority by the state Department of Water Resources under the Sustainable Groundwater Management Act (SGMA). Without the ability to collect rates or fees, the CGSA was operating on loans from the Carpinteria Valley Water District for two years. Gina developed and executed an engagement plan to guide outreach activities for the fee study. The tactics included an engagement plan with a master message platform; bilingual website content, fact sheet, video, and social media content; direct mail; and a series of community meetings and Board presentations. As recommended in Raftelis' Fee Study Report, the CGSA Board of Directors approved a groundwater fee assessed beginning with FY 2022-23.

Crisis Communications and Disaster Response (Santa Barbara County, CA)

Over nearly six years as the Communications Manager for the County of Santa Barbara, Gina led communications for 19 extended emergencies including two federally declared disasters, a global pandemic, and two mass casualty incidents. In her first three months on the job, the county experienced two wildfires. To better serve the public, Gina initiated custom bilingual emergency messaging and social media across all communication channels, which is now the standard in California. Back-to-back wildfire and debris flow disasters that killed 23 people in Montecito necessitated staffing the Joint Information Center for seven continuous months to issue bilingual public information

on preparedness, recovery and rebuilding, and support a 16-month Local Assistance Center and long-term Recovery Strategic Plan for the area.

Crisis Communication Messaging and Media Training (Santa Barbara County, CA)

Gina developed a crisis communication plan, key messaging, Q&A, and media spokesperson training to guide the County of Santa Barbara (County) through a \$40 million pension rebalance and \$2 million embezzlement in the Public Works Department. For the pension rebalance, 4,600 employees were engaged through a series of face-to-face meetings with the executive and budget teams to address questions and concerns. The pension rebalance program ultimately led the County to embark on a 5-year transformation initiative and strategic plan called Renew 2022. Following the embezzlement, process improvements were implemented, and Gina developed messaging and collateral for a whistleblower program overseen by the County Auditor's Office.

PRESENTATIONS

- “Public Engagement Strategies and Best Practices” (panelist), 2024 AWWA ACE Annual Conference, Anaheim, Calif.
- “How Will Artificial Intelligence Transform Your Communications and Community Engagement,” 2023 CA-NV AWWA Annual Fall Conference, Las Vegas, Nev.
- “Business Communications,” County of Santa Barbara Employee University training and development curriculum (2019)
- “Elevate Your Leadership Communication Strategies,” County of Santa Barbara Leadership Certificate Program curriculum (2018)
- “Front Line Crisis Communications: Are You Prepared?” 2019 Public Relations Society of America Western District Conference, Phoenix, Ariz.
- “Emergency Communications: Technical Solutions, Political Risks, Community Information and Lessons Learned” (panelist), 2019 League of California Cities City Manager Conference, San Diego, Calif.
- “Emergency Situations and Crisis Plans for PEG Channels” (panelist), National Association of Telecommunications Officers and Advisors (NATOA), Webinar
- “Communication Tools and Methods During Times of Crisis,” 2018 California Association of Public Information Officials (CAPIO) Annual Conference, Santa Rosa, Calif.
- “California’s Year of Wildfires” (panelist), 2018 California Association of Public Information Officials (CAPIO) Annual Conference, Santa Rosa, Calif.
- “Emergency Communications and the Joint Information Center” (panelist), 2018 Summer Session, Municipal Managers Association of Southern California (MMASC), Pasadena, Calif.
- “Natural Disasters” panelist “Santa Barbara County Thomas Fire and 1/9 Montecito Debris Flow Communications,” 2018 National Information Officers Association (NIOA) Annual Conference, Clearwater Beach, Fla.

PUBLICATIONS

- “Customer Satisfaction Plunges As Rates Rise; What the Latest J.D. Power Study Report Tell Us and What You Can Do About It,” Think Tank, Raftelis, June 2022
- “Alisal Fire – Flood After Fire Threat Preparations,” consumer preparedness article, October 17, 2021
- “Behind the Scenes with the Emergency Public Information Communicators (EPIC),” guest editorial, Santa Barbara Noozhawk, April 13, 2017

Brandon Vatter PE

CAPITAL IMPROVEMENT PROGRAM PLANNING AND DELIVERY EXPERT Senior Manager



ROLE

Brandon will provide input and guidance as a Capital Improvement Program Planning and Delivery Expert for this project.

PROFILE

Brandon has over 27 years of experience working directly with multiple public and private clients on the regulatory, consulting, water, wastewater and stormwater utility sides to deliver capital, operations, and asset management programs on-time, at or under budget, and in compliance with necessary regulatory obligations. Brandon's experience includes NPDES permit review and compliance, NPDES permit writing, Clean Water Act (CWA) consent decree negotiations with Federal EPA and ORSANCO, and CWA consent decree implementation. Brandon regularly works with communities to bring practical hands-on experience with capital improvement program development and delivery, asset management program development and implementation, planning & implementation of integrated watershed management plans, green and gray infrastructure projects for wet weather and consent decree compliance, hydraulic modeling, water, sewer and storm sewer design, wastewater collection and treatment facilities, solids processing facilities, nutrient removal studies, and water, stormwater and wastewater master planning. Brandon also brings practical field construction knowledge through performance of onsite construction management and inspections for multiple projects and has directed instrumentation, control, process coordination, and start-up for multiple projects.

With a strong technical, operations, and project management background, Brandon regularly provides guidance on necessary capital investments, capital delivery and throughput improvements, NPDES permit compliance and EPA regulatory compliance to meet the obligations, goals, asset management needs, and affordability of clients.

KEY PROJECT EXPERIENCE

City of St. Helena (CA): Water and Sewer Rate Study

As part of a sewer and water rate study, **helped the water utility reduce their 10-year CIP cost by \$6.6M (8%) and identified an opportunity to save up to an additional \$646,000** with a follow-on chlorine dosing optimization engineering study. In addition, helped justify adding asset management funds to the sewer and water pipeline portion of their CIP to achieve best in class annual asset renewal.

Specialties

- Capital Program Development & Risk Advisor
- Capital Program Delivery Technical Expert
- Asset Management Program Development & Execution
- Capital & Operating Program Organizational Review and Efficiency Improvements
- Cost Efficiency and Reductions Reviews
- Integrated Watershed Management Technical Expert

Professional History

- Raftelis: Senior Manager (2019-present)
- Mott MacDonald: Senior Project Manager (2011-2019)
- Sanitation District No. 1 of Northern Kentucky: Program Manager, Director of Planning & Design (2004-2011)
- Black & Veatch Corporation: Project Manager (2001-2004)
- CH2M Hill: Project Manager (1997-2001)
- Ohio EPA, Division of Surface Water: Regulatory Compliance Officer (1994-1996)
- B.G. Danis Industries, Heavy Construction: Cost Estimator (1993-1994)

Education

- Bachelor of Science in Civil Engineering - University of Cincinnati (1997)

Professional Registrations

- Professional Engineer: OH, 66169, 2001
- WEF Utility Management Committee – Capital Program Development

Professional Memberships

- WEF
- National Society of Professional Engineers
- NACWA
- Chi Epsilon

Hamilton County (OH): Capital Improvement Program

Brandon served from 2011 to 2022 for Hamilton County (OH) as lead technical reviewer and risk advisor for the MSDGC \$4 billion consent decree wet weather and capital improvement program. Brandon worked with the team and the County Administration to confirm MSDGC was complying with all NPDES permits and the consent decree wet weather improvement program. Worked with the County Administration to develop wastewater and stormwater management annual capital improvement programs over the last 5 years that met all regulatory and asset management requirements with zero percent rate increases to the ratepayers. MSDGC's annual operating and capital budget is about \$450M. Documented savings from 2010 to 2019 to the MSDGC ratepayers have been over \$80 million in operating budget savings and \$800 million dollars in capital budget savings. **This work prevented 30% of rate increases due to operating expense avoidance and prevented over 20% of rate increases due to capital expense avoidance.**

City of Baltimore (MD): Capital Improvement Program

Working with the Department of Public Works (DPW) Finance Department to assess the utility's stormwater, water, sewer, and solid waste capital budgets and project delivery processes compared to Best-in-Class utilities to optimize and streamline the capital budget development process and project delivery processes with the goal of developing a six-year CIP that accurately reflects the capital dollars most likely to be spent in FY2024 balanced with affordability, and prioritizes the highest regulatory and asset management projects of the Stormwater, Water, Wastewater, and Solid Waste programs. Baltimore DPW's annual operating and capital budget is \$550M - \$600M. **Developing a Master Cash Flow Spending Tracking report and Master Program Schedule Summary to track project spending and schedule compliance to allow for accurate forecasts of necessary PAYGO and bond funds needed to support the capital program and deliver over \$200M per year in capital projects spending.**

City of Dayton (OH): Capital Improvement Program

Brandon is currently assisting the City with implementing new processes and procedures, including a cash flow target spending plan, spending and schedule variance reports, and master program schedule, to ramp up capital delivery for Dayton Water from about 20 projects per year to 50 projects per year to implement the recommended projects in the water and wastewater master plans. Brandon is also developing a formal five-year CIP planning document for Dayton Water to accompany the annual budgeting process. The document will include details about specific capital projects to be undertaken over the next several years, across all divisions, service areas, and infrastructure assets managed by the Department.

Region of Peel (Ontario, Canada): Capital Improvement Program

Assessed the utility's water and sewer asset management programs and overall capital delivery program for comparison against Best-in-Class Utilities. **Brandon reviewed current processes and procedures, identified gaps and provided recommendations and next steps for the Region to become a Best-in-Class Asset Management Utility and increase their capital projects delivery from about \$350M per year to over \$700M per year.** The Region's annual operating and capital budget is about \$900M. The identified gaps and recommended improvements were then incorporated into a 10-year rate study to account for necessary future costs and rate increases to address affordability constraints of the community.

City of Lafayette (CO): Capital Improvement Program

Brandon worked with finance and engineering staff to develop a 10-year capital improvement program for the water and sewer utilities based on Best in Class practices for asset management and new asset construction. The CIPs were then used in a 10-year rate study to account for necessary future costs and to optimize the amount and timing of rate increases to address affordability constraints of the community. Brandon also reviewed the stormwater utility and provided Best in Class practices compared to the current program for future implementation.

Bear Creek Special Utility District (TX): Capital Improvement Program

Brandon worked with finance and engineering staff to develop a 10-year capital improvement program for the water utility based on Best in Class practices for asset management and new asset construction based on the projects identified in their Master Plan. The CIP was then used in a 10-year rate study to account for necessary future costs and to optimize the amount and timing of rate increases to address affordability constraints of the community.

Town of Greenburgh (NY): Capital Improvement Program

Brandon reviewed the water utility's current CIP to recommend suggested improvements to meet Best in Class practices for annual water main replacement, valve & hydrant replacement program, asset management program development, GIS and CMMS improvements, and updates to their Master Plan. The Utility used this information to justify the needed rate increase and obtain town council support.

City of Aubrey (TX): Capital Improvement Program

Brandon worked with finance and engineering staff to develop a 10-year capital improvement program for the water and sewer utilities based on Best in Class practices for asset management and new asset construction. The CIPs were then used in a 10-year rate study to account for necessary future costs and to optimize the amount and timing of rate increases to address affordability constraints of the community.

City of Corinth (TX): Capital Improvement Program

Brandon worked with finance and engineering staff to develop a 10-year capital improvement program for the water and sewer utilities based on Best in Class practices for asset management and new asset construction. The CIPs were then used in a 10-year rate study to account for necessary future costs and to optimize the amount and timing of rate increases to address affordability constraints of the community.

Collier County (FL): Capital Improvement Program

Brandon worked with finance and engineering staff to develop a 10-year capital improvement program for the water and sewer utilities based on Best in Class practices for asset management and new asset construction. The CIPs are being used in a 10-year rate study to account for necessary future costs and to optimize the amount and timing of rate increases to address affordability constraints of the community.

Hamilton County (OH): Capital Improvement Program

Lead technical reviewer and risk advisor for wet weather and capital program management oversight for the Hamilton County (County) Board of County Commissioners and County Administration. Brandon's and the team's role was to advise the County on regulatory compliance, asset management needs and budgets, and program management risks and opportunities to more cost-effectively and efficiently implement MSD of Greater Cincinnati's planned \$3.5 Billion (2006\$) Wet Weather Abatement Program to minimize impacts to sewer rates, address future regulatory risks, efficiently and cost-effectively renew the existing system assets, and minimize ongoing legacy costs of the ultimate program to achieve overall compliance with the Clean Water Act. Played a lead role to develop integrated watershed plans to take advantage of EPA's Integrated Planning Law to ensure the final plan adopted and implemented by MSDGC is the most cost-effective, reasonable, and practical approach for the Hamilton County ratepayers.

Brandon and the team saved Hamilton County in excess of \$900M in capital and operating cost reductions through our work.

The team has provided the County with assessments regarding every aspect of the program's organization, management organization, processes and procedures, planning and project sizing, cost-effectiveness, operating and

capital costs reductions, strategy for regulatory compliance, including future regulations, asset management vision and execution, project execution, as well as a series of special studies, including the proper calibration and validation of the Collection System Hydrologic and Hydraulic Model (SWM) development. Technical assessments have covered a wide range of topics, including: the SWM; the flow monitoring program; asset management program, the sustainable infrastructure (Green) program; tunnels, pump stations, and relief sewers; new stormwater system; surface flooding and basement backup relief, regulatory compliance; water quality issues; and the various treatment technologies being demonstrated or planned.

Advised the County on policies and procedures to be implemented to address the implementation, monitoring, and effectiveness of planned storm sewer separation, post-construction stormwater MS4 permit requirements, and green infrastructure projects in conformance with their current MS4 NPDES permit, the Mill Creek TMDL, EPA Stormwater Regulations, and overall compliance with the Clean Water Act (CWA). Performed owner representative services for various design-build and construction manager at risk projects.

Assisted the County with the development of two Integrated Watershed Management Plans within their CSO and SSO Muddy Creek and SSO 700 watersheds to reduce the costs of their Consent Decree. IWM in these two watersheds has allowed the County to reduce costs by over \$150M for addressing overflows while providing greater water quality and community benefits.

Huntington Sanitary Board (WV): Capital Improvement Program

Assisted Huntington Sanitary Board (HSB) with identifying and evaluating the condition of critical assets within their collection system and wastewater treatment facility and developing the construction and capital renewal costs and needs for those critical assets. Work also included regulatory risk guidance for meeting the stringent requirements of their LTCP, presentations to the board and city council for funding approval, and assisting HSB with development of an asset management program.

PUBLICATIONS & PRESENTATIONS

- Asset Management Made Easy - SD1's Continuous Sewer Assessment Program Implements Practical Asset Management," WEFTEC, 2014
- Asset Management Made Easy – Applying Best Business Practices to Develop Practical Asset Management, WEFTEC 2013
- “Great, we now have a Stormwater Utility! Now how do we prioritize and fix all the problems?, multiple presentations, 2020 - 2022
- "Do Not Forget the Force Mains!!, WEF Collections System, 2010," Five Cities Plus Conference, 2010
- SD1's Innovative Continuous Sewer Assessment Program and Data Automation: Lessons Learned After Three Years of Implementation, WEFTEC 2011 & 2013.
- The Need for an Integrated Water Quality Affordability Strategy, NYWEA, June 2012, WEF Webinar, June 2012, WEFTEC USEPA Integrated Planning Panel, October 2012, Charleston, WV Infrastructure Task Force 2013, WEFTEC 2013, Great Lakes - St Lawrence GI Conf 2017
- Alternative Approaches to Affordability Workgroup, WEF, AWWA, US Conf of Mayors – Reviewer of guidance developed on alternative approaches for measuring a community’s ability to afford needed water, wastewater and stormwater improvements and infrastructure, 2013
- Water Quality Trading, WEF Publication, Chapter Author – The Future of Water Quality Trading for CWA Compliance, 2014
- Green Infrastructure Implementation, WEF Publication, Chapter Author – Navigating the Institutional Landscape for Implementation of GI, 2013
- Ask the Experts, Green Infrastructure, Center for Watershed Protection - Watershed Science Bulletin, April 2013

- Developing and Defending Your Utility's Private Lateral Program: A Legal Perspective, KY/TN WEA Annual Conference, July 2011.
- Integrating Stormwater Controls Designed for Channel Protection, Water Quality, and Inflow/Infiltration Mitigation in Two Pilot Watersheds to Restore a More Natural Flow Regime in Urban Streams, Watershed Science Bulletin, Center for Watershed Protection, Spring 2012
- Peeking into the World of Private Source I/I Control, An Integrated Approach to SSO Control, KY/TN WEA Annual Conference, July 2011
- Sanitation District No.1 Partners with Development Community to Cost-Effectively Reduce Overflows into the Ohio River, WEF Collections System, 2008
- Backing Them Up - Staging Inline Storage and Green Infrastructure as Low Cost Steps Towards Controlling a Big CSO - Willow Run CSO, WEF Collections System, 2010
- Cleaning Large Diameter Interceptors: Everybody Knows They Need to Do It, But Doesn't Want to Admit It, WEF Collections System, 2010
- What if Industrial Flows Don't Make It to the Plant? Determining and Addressing Potential Water Quality Impacts of Non-Domestic Dischargers in a Combined Sewer System, WEF Collections System, 2010
- Knowing Your Pump Station's Stress Level, WEF Collections System, 2010
- Don't Let Your Model Sit on a Shelf: Are You Getting the Most Out of Your Model?, WEF Collections System, 2010 (Co-author)
- Understanding Tunnel Operation: The Use of Transient Analysis in the Planning and Design of the Northern Kentucky Western Regional Tunnel, WEFTEC, 2008
- Floatables Control is Surfacing Again, What Can You Do? WEFTEC, 2008
- Accurate Representation of Inflow and Infiltration in Separate Sewer System Models, Revolutionizing Infrastructure Sizing, WEF Collections System, 2007
- Developing an Accurate Model to Support Cost-Effective Collection System Design Solutions: Methods and Benefits, WEF Collections System, 2006
- Practical Applications of a System-Wide Model, KY-TN Water Professionals Conference, 2005
- Providing Sanitary Sewer Service Across the Great Miami River, WEFTEC, 2004
- How Should You Remove Your Nitrogen and Phosphorus? A Nutrient Removal Study for the City of Dayton, Ohio Advanced Wastewater Treatment Facilities (AWTF), OWEA Annual Conference, Dayton, Ohio, 2001
- Chlorine Risk Reduction Through the Use of Chlorine Gas Scrubbers, A Chlorine Risk Reduction Study for the City of Dayton, Ohio Water Treatment Plants, AWWA Southwest District, Ohio Section Meeting, 2000
- "Proving that Bladder Surge Tanks Cured Excessive Surge Conditions in a 30" Force Main," WEFTEC, 2011
- "When Good Water's Gone Bad: Prevention and Control of Sewer System Overflows. SD1's Watershed Approach to Water Quality Improvement and Compliance with the Consent Decree," WEFTEC, 2011
- "SD1's Watershed Approach," WEFTEC, 2009
- "Integration of Field Inspection Data and Automated Analysis Streamlines Sewer System O&M and Rehabilitation Work for SD1," WEFTEC, 2009
- "Implementing a Sewer Overflow Consent Decree through Watershed Management," WEFTEC, 2008
- "Western Regional Conveyance and Storage Tunnel," KSPE Annual Conference, 2008
- "Steps to Implementing an Early Warning and Predictive Water Quality Monitoring Program," KY/TN AWWA/WEA Annual Conference, 2004

Cameron Okie

LEAD STAFF CONSULTANT Manager



ROLE

Cameron will serve as the Lead Analyst and will work at the direction of Steve in conducting analyses and preparing deliverables for the project.

PROFILE

Cameron has more than 8 years of consulting experience with public and private sector clients. Prior to joining Raftelis, Cameron supported corporate clients with data-driven water and energy efficiency services. In addition, Cameron also provided private sector clients environmental compliance for capital projects, business process mapping/optimization, and stormwater permitting compliance. Prior to working with private sector clients, Cameron supported federal government clients with water and energy efficiency analysis, tracking, and policy development.

KEY PROJECT EXPERIENCE

City of Downey (CA): Water Rate Study

Cameron is supporting the City of Downey with a water rate study via setting up a 5-year financial plan, cost of service, and rate design. This project is currently ongoing.

City of Ventura (CA): Financial Plan Update

Cameron is supporting the City of Ventura by updating their financial plan model with CIP, O&M, debt service, usage, and customer data. This project is currently ongoing.

RELEVANT PROFESSIONAL EXPERIENCE

ERM Inc.: Managing Consultant (2020-2023); Project Manager (2018-2020)

ERM is an environmental consulting firm which mainly supports corporate clients. Cameron worked to build custom Excel tools to analyze client utility/infrastructure data; identify energy, water, and emissions savings opportunities; and develop custom reports prioritizing analyses and savings opportunities. In addition, Cameron provided environmental compliance for construction projects and stormwater permitting compliance in multiple states. Last, Cameron also launched business process improvement efforts for various clients.

Booz Allen Hamilton: Associate (2017-2018); Senior Consultant (2015-2017)

Booz Allen is a management consulting firm which mainly supports federal government clients. Cameron worked on several projects for the Navy and the Office of the Secretary of Defense (OSD). For the Navy, Cameron managed two Navy CNIC energy efficiency programs that developed modeled facility-by-facility energy savings and a facility energy audit program. In addition, Cameron supported the Navy Resilient Energy Program Office (REPO) utility savings programs through policy writing and stakeholder coordination. Last, Cameron managed the Energy Conservation Investment Program (ECIP) which funded energy savings projects across all agencies of the Department of Defense for the OSD Installation Energy Office.

Specialties

- Data and financial analysis
- Business Process Improvements
- Energy and water efficiency

Professional History

- Raftelis: Manager (2023-present)
- ERM Inc.: Managing Consultant (2020-2023); Project Manager (2018-2020)
- Booz Allen Hamilton: Associate (2017-2018); Senior Consultant (2015-2017)

Education

- Master of Environmental Management (MEM) in Water Resources Management - Duke University's Nicholas School of the Environment (2015)
- Bachelor of Arts in Environmental Studies - Lewis and Clark College (2006)

Lindsay Roth

STAFF CONSULTANT

Consultant

ROLE

Lindsay will work at Steve's direction to create the water model, create presentations, and draft the report.

PROFILE

Lindsay has over two years of experience working in the environmental field and has a graduate degree in water resources management. At Raftelis, she has contributed to financial models and analyses for water and wastewater rate studies as well as bill impact analyses. Prior to joining Raftelis, Lindsay was a student consultant for the North Carolina Department of Environmental Quality, assessing the state's algal bloom monitoring program and nutrient criteria. She also interned for the Conservation Trust for North Carolina, developing best practices for the organization to participate in community-based environmental justice. She is based in Raftelis' Los Angeles Office.

KEY PROJECT EXPERIENCE

Carpinteria Valley Groundwater Sustainability Agency (CA): GSA Fee Study

The Carpinteria Groundwater Sustainability Agency (Agency) engaged Raftelis in 2021 to conduct a GSA Fee Study to proposed groundwater user fees to fund Phase Two of GSA Operations. Lindsay served as the lead analyst on the fee study. She developed a financial plan and worked with the project team as well as Agency staff to evaluate the best methodology for calculating the GSA user fee.

Coastside County Water District (CA): Drought Rate Study

The Coastside County Water District (District) engaged Raftelis in 2022 to conduct a water rate study. The study included the development of a long-term financial plan, proposed water rates, and proposed water shortage rates. Lindsay served as lead analyst on the District's rate study. The main considerations for the study included funding increased capital costs and navigating funding source options to reduce rate shock to customers as well as developing new water shortage rates for the District to have as a tool during times of reduced water availability.

City of Coronado (CA): Wastewater Rate Study

The City of Coronado (City) engaged Raftelis in 2021 to review and evaluate the City's current rate-setting methodology, update the financial plan for a five-year period, and propose rates for 2022. The City's sewer rates included contracted transportation and treatment fees for three US Navy Campuses. Lindsay served as the lead analyst on the study update. She developed a financial plan and worked with the project team to evaluate potential rate structure alternatives.



Specialties

- Data analysis & visualization
- Water & sewer financial analysis
- Statistical analysis

Professional History

- Raftelis: Consultant (2023-present); Associate Consultant (2020-2022)
- North Carolina Department of Environmental Quality: Student Consultant (2019-2020)
- Conservation Trust for North Carolina: Disaster Mitigation and Climate Resiliency Intern (2019)

Education

- Master of Environmental Management in Water Resources Management - Nicholas School of the Environment, Duke University (2020)
- Bachelor of Science in Earth and Environmental Sciences - Tulane University (2016)

City of Hayward (CA): Water, Recycled Water, Wastewater, and Capacity Fee Rate Study

The City of Hayward (City) engaged Raftelis in 2022 to conduct a comprehensive water, recycled water, and wastewater cost of service and rate study and a capacity fee study proposing rates for the next two years and to provide a financial plan and rate model to serve as a planning resource for future use. The project required a balance of multiple financial objectives, including managing increasing water costs from the San Francisco Public Utilities Commission while also producing rates that were affordable for all customer classes as well as planning for large wastewater capital expenditures over the next 10 years. Lindsay served as a consultant on the project and assisted in the development of an updated 10-year financial plan for the City and a detailed rate study report explaining each step of the rate study process.

City of Hollister (CA): Water Rate Study

City of Hollister (City) engaged Raftelis in 2021 to conduct a water and wastewater cost of service and rate study as well as a water and wastewater capacity fee study. Lindsay served as an associate consultant on the project and was the lead analyst for the cost of service and rate study. The study required Raftelis to develop rates that built up reserves over time without creating rate shock to water users as well as work with the project team and City staff to evaluate various rate structure options. Lindsay also wrote a detailed rate study report explaining every step of the rate study and capacity fee study process.

City of Palo Alto (CA): Drought Rate Study

The City of Palo Alto (City) engaged Raftelis in 2022 to conduct a drought rate study. The City wanted to be prepared for unplanned SFPUC mandatory water reductions, which would result in reduced water rate revenue. Lindsay served as the lead analyst on the project. The study required Raftelis to develop drought rates that recover lost revenue and any additional costs of drought incurred by the City during a declared drought stage. The rates were tailored to each stage of drought and customer class according to the City's Water Shortage Contingency Plan. The drought rate model also included an allotment for each customer class that would be excluded from the drought rate charges to ensure equitable rates for customers who already conserve their water usage.

City of Pleasanton (CA): Water, Wastewater, Capacity Fee, and Drought Rates Study

City of Pleasanton (City) engaged Raftelis in 2019 to update its water, recycled water, and wastewater rates as well as conduct capacity fee and drought rate studies. Lindsay is serving as lead analyst on the City's rate study. The study involves developing long-term financial plans, conducting cost of service analyses, and designing rate structures for each of the three enterprises. The main considerations for the study include funding capital projects to remediate PFAS groundwater contamination, maintaining financial sufficiency for all enterprises, encouraging conservation during periods of drought, and reducing rate shock to customers.

City of Redlands (CA): Water and Wastewater Rate Study

The City of Redlands (CA) engaged Raftelis in 2022 to conduct a water, wastewater, and recycled water rate study. Lindsay is serving as the lead analyst on the City's rate study. The study involves the development of a long-term financial plan, conducting updated cost of service analyses, and designing rates for each of the three utilities. Some of the main considerations for the study are increased CIP costs for the water and wastewater utilities in the short-term, maintaining sufficient reserves, and reducing rate shock to customers.

San Lorenzo Valley Water District (CA): Water and Wastewater Rate Study

The San Lorenzo Valley Water District (District) engaged Raftelis in 2023 to conduct a water and wastewater rate study. Lindsay is serving as the lead analyst on the District's rate study. The study involves the development of a long term financial plan for each utility, conducting an updated cost of service for the water utility, and designing rate alternatives for the water utility. The District has incurred large CIP costs in recent years as a result of wildfires

throughout the region, so one of the main considerations for the study is modeling various funding sources for the District in addition to building up sufficient reserves to fund emergency expenses in the future while avoiding rate shock to customers.

Soquel Creek Water District (CA): Water Rate Study And Capacity Fee Study

The Soquel Creek Water District (District) engaged Raftelis in 2023 to conduct a comprehensive water rate study proposing rates for the next four years and to provide a financial plan and rate model to serve as a planning resource for future use. The project required balancing multiple financial objectives, including rate revenue stability, social equity of rates, promoting efficient water use, and reducing rate shock and bill impacts to customers. Lindsay is serving as lead analyst on the project and is developing a long term financial plan, a cost of service analysis, and rate design alternatives as part of the rate study model.

City of South Gate (CA): Wastewater Rate Study

The City of South Gate (City) engaged Raftelis in 2022 to conduct a wastewater rate study proposing rates for the next five years. The City had not implemented any rate increases for several years before the rate study. Therefore, Raftelis had to balance the City's objectives of preventing rate spikes with ensuring revenue. Lindsay served as the lead analyst on the project and developed a long term financial plan, a cost of service analysis, and a rate design as part of the rate study model for the project.

City of Thousand Oaks (CA): Water and Wastewater Rate Study

City of Thousand Oaks (City) engaged Raftelis in 2021 to conduct water and wastewater financial plan update as well as a water rate study. Lindsay served as an associate consultant on the project and helped to develop an updated water rate model and an updated wastewater financial plan model forecasting projected revenues and expenditures for the next 5 years. The study required Raftelis to develop rates that accounted large CIP project expenditures planned for the study period for both the water and wastewater utilities while avoiding rate shock for customers. The updated models also included various capital expenditure and rate adjustment scenarios in order to aid in the City's decision-making process.

City of Torrance (CA): Wastewater and Solid Waste Rate Study

City of Torrance (City) engaged Raftelis in 2021 to conduct wastewater rate study update. Lindsay served as the lead analyst on the project and helped to build a wastewater rate model projecting revenues and expenditures for the next 5 years. The City had recently taken on more CIP projects under the wastewater fund due to a new policy that required stormwater projects to fall under wastewater's jurisdiction. The study required Raftelis to develop cost of service rates that generated enough revenue to fund these projects without having to issue any debt while maintaining fairness and affordability goals for all customer classes.

City of Ventura (CA): Water and Wastewater Bill Impact Study

The City of Ventura (City) engaged Raftelis in 2020 to conduct a comprehensive water and wastewater cost of service and rate study. Lindsay served as an associate consultant on the project and helped analyze the impacts of the proposed rates on monthly water and wastewater bills for each customer class.

San Benito County Water District (CA): Water Rate Study

San Benito County Water District (SBCWD) engaged Raftelis in 2021 to develop a longer-term financial plan to capture planned major capital improvements that will come from the pending water master plan, as well as updating the cost allocating methodology. The SBCWD has a unique water system driven by allocations of purchased water, groundwater sources, and maintaining adequate water reserves in storage. Lindsay is building the financial planning and cost of service model.

RELEVANT PROFESSIONAL EXPERIENCE

North Carolina Department of Environmental Quality: Student Consultant (2019-2020)

The Division of Water Resources at the North Carolina Department of Environmental Quality works to understand and manage the proliferation of algal blooms in lakes and reservoirs across the state. Lindsay worked with a team of Nicholas School students to analyze ambient water quality monitoring data and provide recommendations on how the agency could improve their harmful algal bloom nutrient criteria and management strategies. Her work included the development of multiple linear regression statistical models to understand the morphological drivers of lakes and reservoirs for algal blooms across the Piedmont region of North Carolina.

PROJECT LIST

- Beaumont-Cherry Valley Water District – Water financial plan update
- Borrego Water District (CA) – Water & Wastewater Capacity Fee study
- Carpinteria Valley Groundwater Sustainability Agency (CA) – GSA Fee study
- Carpinteria Valley Water District (CA)– Water rate study
- Coastside County Water District (CA) – Drought rate study
- Contra Costa Water District (CA) – Drought rate study
- City of Coronado (CA) – Wastewater rate study
- City of El Monte (CA) – Water and Wastewater rate study, Capacity fee study
- City of Hayward (CA) – Water, Recycled Water, Wastewater, and Capacity fee rate study
- City of Hollister (CA) – Water and Wastewater rate study
- Montecito Water District (CA) – Financial plan update, Water rate study
- Olivenhain Municipal Water District (CA) – Wastewater rate study
- City of Palo Alto (CA) – Drought rate study
- City of Pleasanton (CA) – Water, Wastewater, Capacity Fee, and Drought rates study
- City of Redlands (CA) – Water and Wastewater rate study
- Rincon Del Diablo (CA) – Reserve policy survey study
- San Benito County Water District (CA) – Water rate study
- San Lorenzo Valley Water District (CA) – Water and Wastewater rate study
- Soquel Creek Water District (CA) – Water rate study and Capacity Fee study
- City of South Gate (CA) – Wastewater rate study
- City of Torrance (CA) – Wastewater and Solid Waste rate study
- Thousand Oaks (CA) – Water and wastewater rate study
- City of Ventura (CA) – Water and wastewater bill impact study
- Yorba Linda Water District (CA) – Capacity fee study

Journ Galvan

STAFF CONSULTANT Consultant

ROLE

Journ will work at Steve's direction to create the water model, create presentations, and draft the report.

PROFILE

Journ is a highly motivated and detail-oriented professional with a Master of Science degree in Geospatial Data Science and has a strong focus on water utilities consulting. As a member of a hiring committee for the Cooperative Institute for Great Lakes Research (CIGLR) in hydrodynamics and a graduate student instructor for an oceanography and scientific writing class, he has gained valuable experience in collaborative research and teaching. His master's project, funded by the U.S. Army Corps of Engineers (USACE), involved using advanced modeling techniques to predict harmful algal blooms in Lake Erie which serves as a crucial drinking water source for millions of people. Results from this project were presented at IAGLR's 66th Annual Conference on Great Lakes Research held in Toronto, Canada. Additionally, his work experience includes assisting with water, sewer, and stormwater rate studies, demonstrating knowledge of financial planning and cost analysis in the water utilities industry. With his expertise in geospatial data analysis and passion for sustainable water management, Journ is well-equipped to contribute to Raftelis' success.

KEY PROJECT EXPERIENCE

Metropolitan Water District of Southern California (CA): Fixed Versus Variable Revenue and Cost Survey

- Conducted a comprehensive nationwide survey of 30 different wholesale agencies to analyze fixed versus variable revenue and cost structures.
- Collected and analyzed data to identify industry trends and provide recommendations for optimizing revenue and cost allocation strategies.

Wichita Falls Water Authority (TX): Raw Water Survey

- Evaluated raw water pricing by comparing 10 other agencies within Texas to determine fair market value for raw water sold to energy providers.
- Conducted market research, data analysis, and developed a comprehensive report outlining findings and recommendations.

California Rate Survey (CA): Passthrough Charges Impact Analysis

- Examined the impact of passthrough charges from San Diego County Water Authority (SDCWA) on San Diego residential customers' water bills.
- Analyzed customer billing data, assessed rate structures, and provided insights into the effect of passthrough charges on consumer costs.



Specialties

- Excel modeling
- GIS & Spatial Analysis
- Water and wastewater rate studies

Professional History

- Raftelis: Consultant (2023-Present)
- United States Marine Corps: Heavy Equipment Operator (2012-2016)

Education

- Master of Science in Geospatial Data Science - University of Michigan, Ann Arbor (2023)
- Bachelor of Science in Aquatic Biology – University of California Santa Barbara (2020)

Professional Memberships

- AWWA: California-Nevada Section

Green Bay Water (WI): Customer Satisfaction Survey Analysis

- Analyzed customer survey results to evaluate customer satisfaction levels and identify areas for improvement.
- Compiled information in a detailed report, providing actionable recommendations for enhancing the utility's service quality.

PROJECT LIST

- Metropolitan Water District of Southern California (CA) – Fixed versus variable revenue and cost survey
- Wichita Falls Water Authority (TX) – Raw water survey
- California Rate Survey (CA) – Passthrough charges impact analysis
- Green Bay Water (WI) – Customer satisfaction survey analysis

PUBLICATIONS

- Curtis, J. S., Galvan, J. W., Primo, A., Osenberg C. W., Stier, A. C., (2023). 3D photogrammetry improves measurement of growth and biodiversity patterns in branching corals.

PRESENTATIONS

- Galvan, J., Habib, J., Beletsky, R., Beletsky, D. (2023, May 9). *Total bottom stress as a potential predictor of Microcystis resuspension in the western basin of Lake Erie* [Poster presentation]. IAGLR's 66th Annual Conference on Great Lakes Research, Toronto, ON, Canada.

Nick Kennedy

STAFF CONSULTANT

Associate Consultant

ROLE

Nick will work at Steve's direction to create the water model, create presentations, and draft the report.

PROFILE

Nick has a professional background in sustainable community development and data analysis. He holds a BS in Environmental Economics with a focus in Business Sustainability from Ohio State University.

KEY PROJECT EXPERIENCE

City of Hollister (CA): Wastewater rate study

The City of Hollister (City) engaged Raftelis in 2021 to conduct a comprehensive water and wastewater cost-of-service and rate study as well as a capacity fee study for the water and wastewater utilities. Nick served as an associate consultant on the project and was the lead analyst for the wastewater cost-of-service, rate study, and capacity fee study. The rate study required Raftelis to develop wastewater rates that would keep reserves in a healthy position while still providing fair and equitable rates to wastewater customers.

Padre Dam Municipal Water District (CA): Water, recycled, and wastewater rate study

Padre Dam Municipal Water District (PDMWD) engaged Raftelis in 2021 to complete a comprehensive cost of service and rate study for their potable, recycled, and sewer enterprises as well as establishing an updated fully burdened hourly rate and creating a miscellaneous fee calculator for District use. Nick served as an associate analyst on the project and assisted in the development of rates for all three enterprises. Nick served as the lead analyst in creating an updated fully burdened hourly rate and creating the miscellaneous fee calculator.

City of Chino (CA): Water and wastewater rate study

From 2022-2023 Raftelis provided a financial plan, cost-of-service, and rate study for the City's water and sewer enterprises. Nick updated the models with the latest financial information.

PROJECT LIST

- City of Hollister (CA) – Wastewater rate study
- Padre Dam Municipal Water District (CA) – Water, recycled, and wastewater rate study
- Mesa Water District (CA) – Cost comparison study

RELEVANT PROFESSIONAL EXPERIENCE

City of Columbus Department of Development Intern (OH)

Nick served as a Department of Development intern with the City of Columbus (City). He collaborated within the City's government as well as other cities across the country. Nick led process reviewing recent updates to zoning



Specialties

- Environmental Economics
- Community Development
- Business Sustainability

Professional History

- Raftelis: Associate Consultant (2024-Present, 2021-2023)
- City of Columbus: Department of Development Intern (2020-2020)
- Brightview Enterprise Solutions: Data Analytics Intern (2020-2020)

Education

- Bachelor of Science in Environment, Economy, Development, and Sustainability – Ohio State University (2020)

codes in similar cities in the United States and making recommendations for the City moving forward, specifically pertaining to sustainable and equitable development. Research was also done to compare the City's waste reduction goals compared to other cities. Recommendations were made and implemented into the Office of Sustainability's 2030 Waste Reduction Plan.

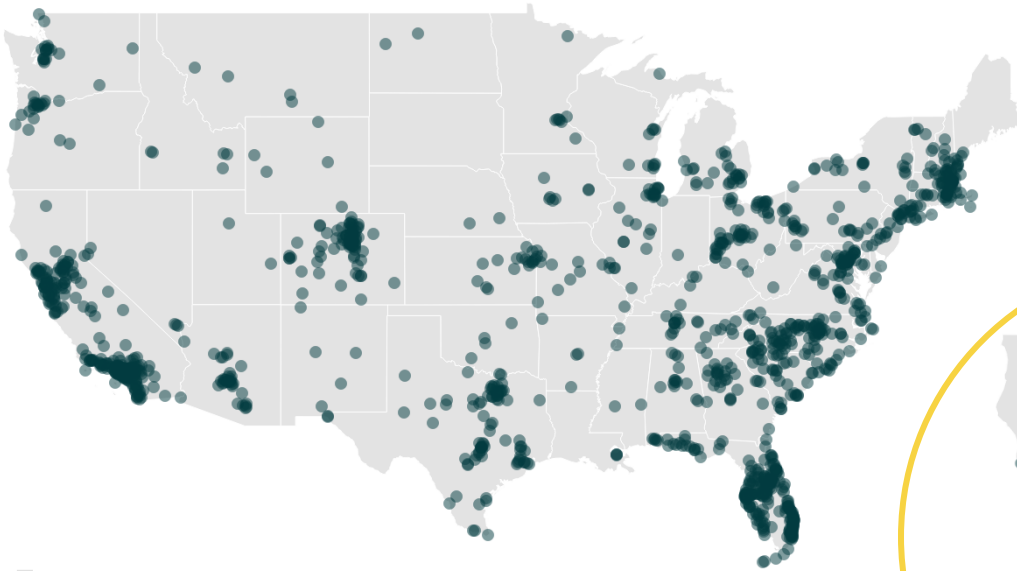
Brightview Enterprise Solutions: Data Analytics Intern (OH)

Nick served as a data analytics intern with Brightview Enterprise Solutions in New Albany, OH. He worked across all business fronts in the company, including the Finance, Client Analytics, and Data Analytics teams. Nick created an annual breakdown within the Client Analytics team for one of the company's largest clients and made recommendations on where money is best spent in future years based off the historical data. He assisted the Finance department in billing clients and paying vendors, as well as ensuring data quality. Nick used GIS applications to map out properties. He also created a dashboard for executive leadership to universally track KPI's across different clients within the Data Analytics department.

PRIOR ENGAGEMENT WITH THE DISTRICT

Prior Engagement with the District

Raftelis has no prior engagements with the District.



RAFTELIS HAS PROVIDED FINANCIAL/
ORGANIZATIONAL/TECHNOLOGY ASSISTANCE
TO UTILITIES SERVING MORE THAN
25% OF THE U.S. POPULATION.

REFERENCES

References

RAFTELIS HAS THE MOST EXPERIENCED UTILITY FINANCIAL AND MANAGEMENT CONSULTING PRACTICE IN THE NATION.

Our staff has assisted more than 1,700 public agencies and utilities across the U.S., including some of the largest and most complex agencies in the nation. In the past year alone, Raftelis worked on more than 1,300 financial, organizational, and/or technology consulting projects for over 700 agencies in 47 states, the District of Columbia, and Canada. Below, are projects that are similar in scope to this project. We have included references for each of these clients and urge you to contact them to better understand our capabilities and the quality of service that we provide.

Ramona Water District CA

Reference: Joe Spence, CPA, MPA, Chief Financial Officer
P: 760.788.2223 / E: jspence@rmwd.org

Date: 2023 – 2024 (most recent study) / **Total Hours:** 528.5 hours / **Engagement Partner:** None

Raftelis have been providing financial planning and rate setting for the Ramona Municipal Water District (District) since 2010, with the most recent study wrapping in the spring of 2024. Raftelis performed a financial plan, set rates, and calculated water capacity fees. The District serves treated water and untreated water in two separate systems. Of note for the current study, we propose to combine customers into one class as opposed to separate classes since the District does not have separate treated and untreated system budgets.

Otay Water District CA

Reference: Kevin Koeppen, Assistant Finance Director

P: 619.670.2250 / E: kevin.koeppen@otaywater.gov

Date: 2021 – 2022 / **Total Hours:** 146 hours / **Engagement Partner:** None

In the summer of 2021, Otay Water District (District) engaged Raftelis to perform a water and recycled water rate study. This study is very important as the District is defending a lawsuit in regards to their tiered water rates. There are a number of controversial issues that the District is contending with during this engagement. First is the proper cost basis for their tiered rate structure. The lawsuit claims that their tiered rates have no basis. Raftelis derived tiered rates that show the cost basis for each tier. Second, the suit claims that tiered rates penalize single family residential customers, especially when other classes have uniform rates. Raftelis discussed the pros and cons of each rate structure, their merit and with the input of District staff, selected a rate structure. The District implemented rates in early 2022.

San Dieguito Water District CA

Reference: Mary Kazungu, MPA, Finance & Administration Manager

P: 760.633.2651 / E: mkazungu@sdwd.org

Date: 2023 – 2024 / **Total Hours:** 370.25 hours / **Engagement Partner:** None

Faced with regional drought conditions and mandatory water cutbacks, the San Dieguito Water District (District) engaged Raftelis to conduct a water rate study. The elements of the rate study included developing a long-term financial plan, rates that can be implemented under existing conditions, and five-stage drought plan including rates that can be implemented for any stage over the next three years.

In order to develop drought rates, a thorough understanding of normal water consumption was necessary. We examined several years' worth of data to identify potential areas for conservation. Our usage analysis allowed us to adjust the existing tiered rate structures to ensure that revenue requirements were met regardless of the consumption levels that would occur during each of the five stages. Additionally, because the drought stages would result in significant reductions in usage that aren't always easy to forecast, Raftelis recommended increasing the percentage of revenue derived from fixed rates to increase revenue stability.

City of San Clemente CA

Reference: David Rebensdorf, Assistant City Engineer

P: 949.361.6130 / E: rebensdorfd@san-clemente.org

Duration of Assignment: 2021 – 2023 / **Total Hours:** 357.5 hours / **Engagement Partner:** None

Steve Gagnon is the Project Manager for the City of Clement (City) Wastewater and Recycled Water Rate and Capacity Fee Study. The City has its own wastewater treatment facilities and produces recycled water. The City had concerns about the four-class wastewater rates based on strength. After research of common rate structures, the City will continue with its four-class wastewater rates as they are fairly common. Raftelis is also reviewing and advising on a cost sharing agreement between the City and Santa Margarita Water District (SMWD) for recycled water treatment. SMWD will send wastewater to the City's plant for treatment and the City will sell recycled water to SMWD based on the cost sharing agreement. The Study started in late 2019, which included allocating costs to flow, BOD and TSS and simplifying the rate structure. Rates were adopted for January 2023.

Sweetwater Authority CA

Reference: Rich Stevenson, Director of Finance

P: 619.409.6711 / **E:** rstevenson@sweetwater.org

Date: June 2018 / **Total Hours:** 400 hours / **Engagement Partner:** None

Sweetwater Authority (SWA) serves drinking water to 190,000 people in Southern California. The utility wished to build community support for investment in infrastructure. Raftelis assisted SWA with revising its rate structure to pass-through all wholesale water purchase costs from the San Diego County Water Authority. The Authority has very wide swings in water purchase costs since during wet years all of SWA’s water comes from local reservoirs. During dry years it has to purchase most/all of its water. SWA had postponed rate increases two years in a row because of affordability concerns. SWA sought specialized assistance in messaging and community outreach specific to their rate study. Raftelis provided a strategic communications plan, guidance on messaging strategy and community outreach tactics. The utility approved a five-year rate increase after an extensive communications and outreach campaign to build community support for infrastructure investment. This effort earned both the AWWA Public Communications Award and the California Association of Public Information Officers EPIC Award. Sweetwater Authority later engaged Raftelis to develop a five-year master strategic communications plan to create a visible and supportive public profile for the utility. This project began with an audit of all print and digital communications and interviews of key stakeholders and employees to assess the brand gap that existed between internal and external audiences. The communications plan detailed strategies and tactics that focus on SWA’s communications goals of creating a new level of dialogue and engagement with stakeholders in their diverse community; ensuring the utility speaks with one voice; and providing consumers and stakeholders with more opportunities for input.



CALIFORNIA EXPERIENCE

This table lists the California utilities that Raftelis has assisted over the past five years on financial, rate, and/or management consulting projects.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development/Impact Fees	Stormwater Utility Development	Organizational Optimization	Water/Wastewater Utility Valuation
Alameda County Water District		●		●		●	●	●	●			
Anaheim, City of				●		●	●	●				
Arroyo Grande, City of				●		●	●	●				
Atwater, City of				●	●	●		●				
Bakersfield, City of		●		●		●		●				
Benicia, City of									●			
Beverly Hills, City of		●		●		●	●	●	●		●	
Borrego Water District			●	●		●						
Brea, City of				●		●		●				
Brentwood (CA), City of				●		●	●	●				
CAL FIRE/San Luis Obispo								●				
Calleguas Municipal Water District		●		●		●	●	●				
Camarillo, City of		●		●		●		●	●			
Carlsbad Municipal Water District		●		●		●	●	●				
Casitas Municipal Water District				●		●		●				
Castaic Lake Water Agency			●	●		●	●	●	●			
Central Basin Municipal Water District		●		●			●	●				
Central Contra Costa Sanitary District				●		●		●				
Channel Islands Beach Community Services District				●		●		●				
Chino Hills, City of				●		●		●				
Chino, City of				●		●		●				
Chowchilla, City of				●		●	●	●				
Corona, City of						●			●			
County of San Diego				●				●		●		
Crescenta Valley Water District				●		●		●				
Cucamonga Valley Water District				●		●						
Del Mar Union School District		●										
Delta Diablo Sanitation District											●	
East Bay Municipal Utility District				●				●	●			
East Orange County Water District				●		●		●	●			
East Valley Water District				●		●	●	●				
Eastern Municipal Water District				●								
El Toro Water District				●		●		●				
Elk Grove Water District	●			●		●	●	●	●			
Elsinore Valley Municipal Water District				●		●		●	●			
Escondido, City of		●		●		●	●	●	●			
Galt, City of		●		●		●		●	●			
Glendora, City of						●						
Goleta Water District				●		●	●	●				
Goleta West Sanitary District			●	●		●	●	●	●			
Helix Water District				●		●		●				
Henderson, City of				●		●		●	●			
Hollister, City of				●		●		●	●			
Holtville, City of				●				●				
Huntington Beach, City of				●		●	●	●				

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development/Impact Fees	Stormwater Utility Development	Organizational Optimization	Water/Wastewater Utility Valuation
Imperial County				●		●		●				
Inland Empire Utilities Agency				●								
Irvine Unified School District		●										
Jurupa Community Services District				●		●	●	●				
Kern County Water Agency					●							
La Canada Irrigation District				●		●		●				
La Habra Heights County Water District				●		●	●	●	●			
Laguna Beach, City of				●								
Lake Valley Fire Protection District				●			●	●				
Las Virgenes Municipal Water District				●		●		●				
Leucadia Wastewater District				●		●						
Livermore, City of				●		●		●	●			
Long Beach City of	●	●		●		●		●				
Los Alamos Community Services District		●		●		●		●	●			
Los Angeles Department of Water and Power						●		●				
Los Angeles, City of Bureau of Sanitation					●							
Madera, City of		●		●								
Mammoth Community Water District				●		●		●				
Marin Municipal Water District					●							
Merced, City of				●		●		●	●			
Mesa Water District				●				●				
Metropolitan Water District of Southern California			●									
Modesto Irrigation District						●		●				
Mojave Water Agency				●		●	●					
Monterey County Water Resources Agency				●		●		●				
Monterey, City of		●		●		●	●					
Moulton Niguel Water District									●			
Municipal Water District of Orange County					●			●				
Napa Sanitation District				●		●		●				
Ojai Valley Sanitary District				●		●		●				
Olivenhain Municipal Water District				●		●	●					
Ontario Municipal Utilities Company								●				
Ontario, City of				●		●	●	●				
Orange, City of				●		●		●				
Palo Alto, City of				●		●	●	●				
Phelan Pinon Hills Community Services District	●			●		●		●	●			
Placer County Water Agency					●			●				
Pleasant Hill Recreation & Park District				●				●				
Pomona, City of				●		●		●	●			
Rainbow Municipal Water District				●		●	●	●				
Ramona Municipal Water District				●		●		●				
Rancho California Water District						●	●	●	●			
Redlands, City of				●		●	●	●	●			
Rincon del Diablo Municipal Water District				●		●		●				
Riverside Public Utilities				●		●	●	●	●			

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development/Impact Fees	Stormwater Utility Development	Organizational Optimization	Water/Wastewater Utility Valuation
Roseville, City of		●		●					●			
Sacramento Regional County Sanitation District						●						
Sacramento, City of				●		●		●				
Salton Community Services District				●				●				
San Bernardino Valley Municipal Water District						●						
San Bernardino, County of				●		●		●	●			
San Clemente, City of				●		●	●	●				
San Diego, City of Public Utilities Department		●	●	●		●	●	●	●			
San Dieguito Water District				●		●		●				
San Elijo Joint Powers Authority				●	●	●	●	●	●			
San Gabriel County Water District				●		●		●				
San Gabriel, City of				●		●		●				
San Jose, City of								●				
San Juan Capistrano, City of				●		●	●	●	●			
Santa Ana, City of								●				
Santa Barbara, City of				●		●	●	●	●			
Santa Clara Valley Water District			●	●	●							
Santa Clarita Water District		●		●		●	●	●	●			
Santa Cruz, City of				●		●	●	●				
Santa Fe Irrigation District				●		●	●	●	●			
Santa Fe Springs, City of				●		●		●				
Santa Margarita Water District				●		●	●	●				
Santa Rosa, City Attorney's Office									●			
Scotts Valley Water District		●		●		●	●	●	●			
Shafter, City of				●		●		●				
Shasta Lake, City of				●		●	●	●				
Sierra Madre, City of	●			●		●		●				
Signal Hill, City of				●		●		●				
Simi Valley, City of				●		●	●	●	●			
Sonoma, City of				●		●		●				
South Mesa Water Company				●		●	●	●				
South Pasadena, City of				●		●		●				
South San Francisco, City of				●		●		●				
Sunnyslope County Water District				●		●	●	●	●			
Sweetwater Authority				●		●		●				
Temescal Valley Water District				●		●		●	●			
Thousand Oaks, City of				●		●	●	●	●			
Torrance, City of				●		●		●				
Trabuco Canyon Water District				●		●		●				
Triunfo Sanitation District				●		●		●				
Tustin, City of				●		●		●				
Union Sanitary District				●		●	●	●	●			
Ventura Regional Sanitation District				●		●		●				
Ventura, City of	●	●	●	●	●	●	●	●	●			
Vista, City of				●		●			●			

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development/Impact Fees	Stormwater Utility Development	Organizational Optimization	Water/Wastewater Utility Valuation
Walnut Valley Water District				●		●		●				
Watsonville, City of	●			●		●	●	●				
West Basin Municipal Water District				●		●	●	●				
Western Municipal Water District				●		●		●	●			
Yorba Linda Water District				●		●		●				
Zone 7 Water Agency				●		●		●				

SCOPE OF REQUIRED SERVICES

Scope of Required Services

We propose the below scope of required services. We incorporated the tasks in the RFP but renumbered them to reflect the typical services we provide. We assumed that staff meetings are virtual and that the meetings in Task 3, the Board of Directors, town hall/community meetings, and Proposition 218 Hearings, are in-person.

Task 1: Cost of Service Analysis

Task 1.1 Kick-Off Meeting, Project Management and QA/QC

We propose a kick-off meeting with the following goals:

- Discussing project drivers
- Acquainting staff with our project team
- Identifying areas of concern, key issues, and confirming study goals and objectives
- Finalizing the work plan and schedule
- Discussing the rate objectives
- Discussing the data request and any additional data requirements

Prior to the kick-off meeting, we will prepare a data request that identifies the information needed. If the data is provided ahead of the kick-off, Raftelis will review the initial data before the kick-off meeting and will come prepared with our questions to get the most out of the meeting.

Project Management

Task 4 includes time for project management that involves client correspondence, schedule and budget control, progress reports, timely billing, and internal management of Raftelis staff. We will prepare monthly invoices that include the budget, schedule, work completed, and anticipated work.

QA/QC

Quality assurance/quality control (QA/QC) is performed at two project milestones: 1) at the completion of the financial plan and 2) after the completion of the cost of service and rate design. Our QA/QC program is as follows:

- 1) **Built-In Model Checks:** The model has several built-in checks to ensure that the client's total expenditures are included. The built-in checks include: 1) ties to the client's total operating budget; 2) a revenue requirement check to ensure rates are collecting the right amount of revenue derived from the financial plan; and; 3) a revenue proof to ensure rates are designed to collect the total revenue requirement
- 2) **Project Manager Review:** The Project Manager reviews each model worksheet at each project milestone
- 3) **Senior Consultant Review:** A Senior Consultant, who is not involved with the project, performs a complete model review. This review includes both modeling integrity and adherence to common rate-setting practices. We use an analyst not involved with the project to provide a fresh perspective

In addition, Raftelis has a 40-point checklist for QA/QC to check the most common modeling oversights. A portion of the checklist is shown below.

Item	Worksheet	Review Step
1	Revenue	Confirm the rates are bimonthly or monthly
2	Revenue	Confirm the latest rates are in the model
3	Revenue	Is calculated revenue within 1 to 2 % of actual revenue?
4	Revenue	Check revenue from year-to-year, does it vary much?
5	Revenue	Do any one-time revenue items need to be removed, like the sale of assets?
6	O&M	Does the total O&M entered for a particular year tie back to the source document? If not, are you clear about why not?
7	O&M	Has depreciation been removed?
8	O&M	Are there any capital items in the budget that need to be removed to avoid double counting?
9	O&M	If the debt is shown in the budget, is it also in the debt sheet?
10	O&M	Review the year-to-year changes in O&M expenses. Is there a big change in one year, if so why?
11	O&M	Water purchase costs - do they tie back to actuals for a year?
12	O&M	Are calculated water purchase costs close to the budget for years that have a water purchase cost budget?

Task 1.2 Financial Plan

We will develop a financial plan model that recovers operation and maintenance expenses, capital expenditures, and reserve funding. Raftelis will project revenue requirements over a 10-year planning horizon or any period desired by the District. We will review the items mentioned in Task 1.1 in the RFP.

Raftelis will hold a webinar to review assumptions and finalize the financial plan with which to calculate rates. Raftelis will also review reserves and compare reserve targets to other agencies. We completed a reserve study for San Diego County Water Authority (SDCWA) agencies which will be useful for this review.

Task 1.3 Cost of Service

The cost-of-service analysis determines the total cost to serve each customer class and/or tier. The District currently has customers grouped by meter size. We will discuss the pros and cons of this customer grouping (classes) in light of American Water Works Association (AWWA) M1 Manual recommendations and recent court cases – namely the Coziahr vs Otay case. Raftelis will review historical consumption to assess use patterns by current and alternative customer classes and discuss the ramifications of each on rates.

Task 1.4 Rate Design and Calculation

We understand the District has two main concerns regarding a rate structure:

- 1) A review and opinion regarding its current 3-tier by meter size rate structure and,
- 2) The proportion of fixed revenue recovery especially in light of future debt financing.

With regards to the first item above we will discuss your rate structure considering the recent Coziahr case and discuss the pros and cons of maintaining your current rate structure or revising it. We will discuss fixed revenue recovery theory, common fixed revenue recovery and the bill impacts and price signals of changing the readiness-to-serve (fixed) charge.

We will calculate five-year rates to recover the revenue identified in the cost-of-service analysis. We can include a wholesale water cost pass-through, review tier breakpoints and model various fixed revenue recovery options in the readiness-to-serve charge.

The calculated rates and charges will include:

- 1) Volumetric rates,
- 2) Fixed charge,
- 3) Fire service charges,
- 4) Locked meter charge (this is known as a miscellaneous fee),

We note that the District’s current rates are the same for Tiers 2 and 3 – likely meaning that the rate differential is likely due to the cost of supply. We will discuss the pros and cons of including other possible rate differentiators as shown in the below table. We will discuss these in light of recent court cases.

	Water Supply	Delivery	Peaking	Conversation	Revenue Offset	Total Proposed Rate
Tier I	\$1.55	\$0.579	\$0.361	\$0.000	-\$0.074	\$1.921
Tier II	\$2.645	\$0.579	\$0.454	\$0.000	\$0.000	\$3.678
Tier III	\$2.907	\$0.579	\$0.651	\$1.229	\$0.000	\$5.366

Our models are very useful for modeling various scenarios including, including high, medium and low scenarios based on expense assumptions as requested in the RFP, including:

- 1) Sales volume projections
- 2) The District’s local water supply projections
- 3) Operation and maintenance cost projections
- 4) Large capital projects timing
- 5) New debt service and rate covenants
- 6) Allocation scenarios for variable to fixed service charges

Raftelis will prepare graphs and/or tables to convey the bill impacts to each customer class from the new rates. We will also show the bill impact for low, average, and high-water users.

Task 1.5 Draft and Final Reports

Raftelis will prepare a draft rate study report which will fully derive the revenue requirement, the costs of service, and the rates. We will incorporate staff comments into the final version.

PLANNED MEETINGS:

- One virtual kick-off meeting with staff
- Two virtual meeting with staff for reviewing the financial plan
- Two virtual meeting with staff for reviewing the calculation of rates
- Phone calls as needed to discuss the report

DELIVERABLES:

- Kick-off meeting presentation, minutes, and data request list

- Financial planning model in Microsoft Excel
- Cost of service calculation in Microsoft Excel
- Rate calculations in Microsoft Excel
- Draft and final rate study reports in Microsoft Word

Task 2: Rate Model Functionality, Training and User Manual

Raftelis understands the importance of developing a user-friendly, flexible model that can be used for future financial planning. All our models include a financial plan dashboard with the following features:

- 1) Flexibility to change many assumptions such as water use, capital improvement program (CIP) levels, and revenue adjustments
- 2) Error flagging of problematic results such as failure to meet debt coverage, reserve targets, etc.
- 3) Sensitivity analyses and various “what-if” scenario assessments, so that impacts can be viewed instantaneously with built-in screen graphics
- 4) Financing options for CIP (e.g., Debt, pay-go, other)

The model also identifies or calculates:

- 1) The cost of purchasing, treating and distributing water,
- 2) The cost allocation to cost components,
- 3) Various debt financing scenarios,
- 4) Various financial health indicators such as debt service coverage, days cash, reserve levels.

Raftelis will incorporate the municipal advisor’s debt advice into the financial model to analyze different capital investment or other scenarios. The dashboard has proven particularly useful when making presentations to policymakers by allowing them to appreciate the impacts of their decisions fully and instantly. The figure below shows an example of a typical model dashboard that we developed.

Raftelis will develop a customized financial model that incorporates a dashboard to allow you to easily run scenarios and see the impacts in real time. Shown here is a sample dashboard that we developed for another project.



PLANNED MEETINGS:

- One virtual meeting with staff to provide live model training

DELIVERABLES:

- Financial rate model in Microsoft Excel
- Rate model user guide

Task 3: Meetings**Task 3.1 Three In-person Board of Directors Meetings**

We assumed Raftelis will prepare presentations and present at three Board of Director meetings. We propose the following three meetings:

- 1) An introductory meeting where we will discuss rate structure alternatives, the pros and cons of each and solicit feedback as to which rate structure to pursue.
- 2) The second meeting will show the financial plan and rate results and show the various fixed/volumetric scenarios. The Board would ideally select a scenario and rate structure at this meeting. However, they may have questions and feedback with which we will incorporate and present at meeting 3.
- 3) At the third meeting we would ideally provide direction on the revenue increases and final the rate structure and rates. The Board would also provide direction to proceed with the public hearing.

Gina DePinto will review our presentations for clarity and succinctness.

Task 3.2 Two In-Person Town Hall /Community Meetings

The project manager will attend Town Hall meetings to answer any rate study questions. We can prepare a short presentation as needed.

Task 3.3 Public Hearing Presentation

To adopt the rates, the District must hold a public hearing. Raftelis will prepare a presentation and present study results at one public hearing meeting. Our Project Managers do this often and are accustomed to answering Board and public questions. We assume this meeting will be in person.

PLANNED MEETINGS:

- Three in-person Board of Directors meetings
- Two in-person Town Hall meetings
- One in-person public hearing presentation

DELIVERABLES:

- Presentations in Microsoft PowerPoint for the Board of Directors, and public hearing meetings

Task 4: Project Management

Project management tasks have been included as components of the other tasks of this proposal as instructed by the District's RFP.

Task 5: Public Relations

Community engagement and strategic communications planning increases community acceptance, enhances credibility with stakeholders and policymakers, and builds awareness of the value of the service and need for utility

investments. Effective public participation acknowledges the desire for humans to participate in decisions that affect them; seeking public input will help drive thoughtful decision-making. Communicating early and often builds transparency and trust, as opposed to being told late in the process, after decisions are made, or when ratepayers receive a legally required rate adjustment notice in the mail.

Raftelis' in-house Strategic Communications team has assisted utility agencies and municipalities across California and the U.S., including some of the largest and most complex local governments in the nation. In the past year alone, the Raftelis communications team worked on strategic communications projects for more than 40 public sector clients. Most of our team members are accredited in public relations and hold certificates in public participation. We are often called upon to facilitate public and community meetings, Board and Council workshops, and advisory committees. We can support the District's rate study with guidance, structure, strategies, tools, and tactics to communicate clearly and broadly to your customers and key stakeholders.

Task 5.1 Community Engagement Events (Town Hall, Open House, or Workshop format)

To accommodate a proactive and transparent process and gather input from customers, Raftelis will help coordinate and present at two community engagement events ahead of the public hearing (Town Hall, Open House, or workshop format) to inform the public about the need to adjust rates. These would be separate from publicly noticed Board meetings, workshops, and hearings. We can support Town Halls, however, we recommend an Open House format that creates convenient, one-on-one conversations with customers in a low-conflict setting, ensuring that customers can get their questions answered and that District staff can benefit from community feedback. This process can be highly collaborative and iterative; the feedback we receive from key stakeholders can help guide the direction of the study and inform the methodologies and options ultimately selected for the final rate proposal. The presentation will be reviewed by our communications staff who are experts at developing clear, compelling, and consistent messages that build awareness and support from customers.

Task 5.2 Development of Multimedia Outreach Materials

Key messages developed as part of the strategic communications framework come to life when woven together into powerful communications pieces by Raftelis' strategic communicators and professional graphic designers. Visual representation of proposed changes in an easy-to-understand and accessible format significantly improves customer understanding of rate structure changes that may impact customer bills. Raftelis will develop a suite of communications pieces to assist with communicating rate and rate structure changes in print, online, or in person. This task can include the development of a mix of infographics, fact sheets, bill stuffers, presentation slide decks, FAQs, talking points, website copy, social media content, explainer videos, news releases, etc., all in one or more languages. As priced, deliverables include FAQs, a bill stuffer, website and newsletter content, press releases, social media content, a 2-minute custom animated explainer video, direct mail postcard, and design of infographics.

Task 5.3 Proposition 218 Public Notice Preparation

While requirements of the Proposition 218 Public Hearing Notice are easy to satisfy, too many utilities and municipalities miss the opportunity to educate and inform the public of the need for rate increases that support these essential services. Over the years, Raftelis has designed countless Proposition 218 notices that go beyond the minimum dictated by statute to deliver visually appealing pieces that customers want to read. We can draft the content and match the District's established brand guidelines to design custom graphics that support clear, positive messaging in the Notice. Once these arrive in mailboxes, customers will not only be properly notified, but will understand the District's needs and be more likely to support rate adjustments.

PLANNED MEETINGS:

- One virtual communications kickoff meeting

- Four virtual meetings to discuss communications, events, and materials
- Two in-person community engagement events (Town Hall, Open House, or Workshop format)

DELIVERABLES:

- Draft community event presentation in Microsoft PowerPoint with two rounds of edits
- Community event promotional materials including digital, print, and social media event notices and content
- Community event logistical coordination and on-site facilitation
- Design and development of FAQs, a bill stuffer, website and newsletter content, two press releases, social media content, a 2-minute custom animated explainer video, direct mail postcard, and infographics
- Draft Proposition 218 notice content for the District's legal review and approval
- Design and layout of the Proposition 218 notice with two rounds of revisions and final press-ready PDF in English. As proposed, Raftelis will provide the Notice in other languages with certified translation provided by the District. Raftelis can also recommend certified language translation services.

OPTIONAL ADDITIONAL SERVICES

Optional CIP Review and Development

We often provide a second opinion or review of capital improvement plans. If desired we could review your most recent capital improvement plan or Water Master Plan to provide an opinion on the timing or cost of certain projects. We recently helped the City of El Monte, CA, develop a 5-year CIP.

CIP Development

When helping clients develop their CIP, we typically will review and/or consider:

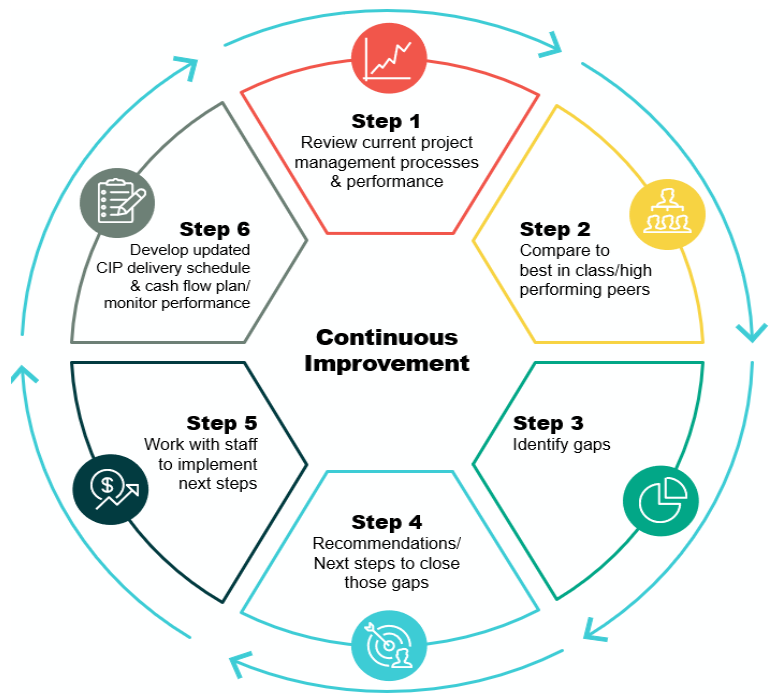
1. The water system capital improvement plan and master plans to understand projects scopes, budgets, and fact sheets. We will discuss the budgets and projects with staff to understand details, confidence in project budgets, risks identification, any gaps in needed projects, and if projects will achieve the desired outcomes
2. Flexibility in project timing
3. Review the current regulatory requirements and permits to determine if the District's regulatory short and long-term obligations are met with the proposed capital projects. If gaps are identified, recommendations will be provided to close the identified gaps
4. Identify opportunities to reduce project costs or achieve regulatory compliance and growth needs more cost-effectively. We would recommend steps to achieve those cost-savings
5. Review projects so that they have the necessary renewal of existing assets and new assets construction to meet AWWA utility best practices and level of service. For example, is system asset renewal targeting a 1% system annual renewal rate? If not, should asset renewal be increased to meet this rate? If yes, identify the opportunities and costs to ramp up asset renewal. This approach can also help prioritize asset renewal projects versus new construction to meet growth needs and regulatory obligations
6. Identify any needs in the capital and O&M budgets and any gaps compared to utility best practices. Discuss how best to address gaps
7. Review the CIP and asset management program for technology and software needs. For example, should future CIPs include improvements to existing geographic information system (GIS) and maintenance management software to address the existing and planned new assets? If yes, discuss needs and develop appropriate costs to include in the short-term and long-term CIPs

Optional CIP Delivery Review

If requested, Raftelis can also review the District’s capital program delivery processes and procedures focusing on timely and on budget delivery and meeting target capital spending rates.

The figure to the right illustrates Raftelis’ process to review and improve capital program delivery. Raftelis will work with staff to identify and implement improvements to the current capital delivery processes so:

1. Annual capital projects for the next 5 to 7 years can be effectively delivered on budget and schedule
2. Annual cash flow spending can meet or exceed 90% of the target annual cash flow
3. Adequate resources for CIP execution can be confirmed



FEE PROPOSAL

Fee Proposal

The table on the following page shows our proposed fee. This table shows the level of effort by task and the hourly billing rates. Expenses include costs associated with travel and a \$10 per hour technology charge covering computers, networks, telephones, postage, etc.

Our scope of work includes the number of in-person and/or virtual meetings shown in the table on the following page. Should the City require additional meetings and/or presentations to stakeholders, these can be arranged upon request at an added cost, which will be determined based on the scope of the meeting.

Tasks	Web Meetings	In-person Meetings	Hours					Total	Total Fees & Expenses
			SG	SC	GD	CS	Admin		
1. Cost of Service Analysis			40	112	4	0	2	158	\$41,960
1.1. Kick-off Meeting, Project Management, & QA/QC	1		10	4	4			18	\$5,800
1.2. Financial Plan	2		6	20				26	\$6,820
1.3. Cost of Service			8	24				32	\$8,480
1.4 Rate Design and Calculation	2		8	24				32	\$8,480
1.5 Draft and Final Reports			8	40			2	50	\$12,380
2. Rate Model Functionality, Training & User Manual			6	20				26	\$6,820
2.1 Training			2	8				10	\$2,580
2.2. User Manual			4	12				16	\$4,240
3. Meetings			48	7	20			75	\$27,356
3.1 Three In-Person Board Meetings		3	24	4	3			31	\$11,728
3.2 Two In-Person Town Hall/Community Meetings		2	16	3	16			35	\$12,025
3.3 Public Hearing Presentation		1	8		1			9	\$3,603
4.0 Project Management - Incorporated in Task 1									
5.0 Public Relations (Planning & Development, Meeting Attendance is in Task 3)			2	1	38	20		61	\$15,580
5.1 Community Engagement Events					10			10	\$2,950
5.2 Development of Multimedia Outreach Materials					16			16	\$4,720
5.3 Proposition 218 Public Hearing Notice			2	1	12	20		35	\$7,910
Total Meetings / Hours	5	6	96	140	62	20	2	320	
Hourly Billing Rate			\$360	\$220	\$285	\$160	\$100		
Total Professional Fees			\$34,560	\$30,800	\$17,670	\$3,200	\$200	\$86,430	

SG – Steve Gagnon, PE
 SC – Staff Consultant
 GD – Gina DePinto, APR
 CS – Creative Services
 Admin – Administration

Total Fees	\$86,430
Total Expenses	\$5,286
Total Fees & Expenses	\$91,716

PROPOSED SCHEDULE

Proposed Schedule

The proposed schedule assumes a notice-to-proceed in mid-October 2024. Raftelis assumes that we will receive the needed data by early November and be able to schedule meetings as necessary. Project completion is estimated for May 2025.

TASKS	2024			2025					
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Contract Awarded	★								
1. Cost of Service Analysis									
District Provides All Data		★							
1.1. Kick-off Meeting, Project Management, & QA/QC			●						
1.2. Financial Plan			●						
1.3. Cost of Service				●					
1.4 Rate Design and Calculation				●					
1.5 Draft and Final Reports						● ●			
2. Rate Model Functionality, Training & User Manual									
2.1 Training								●	
2.2. User Manual								●	
3. Meetings									
3.1 Three In-Person Board Meetings				● ● ●					
3.2 Two In-Person Town Hall/Community Meetings						● ●			
45 Day Noticing Period									
3.3 Public Hearing Presentation								●	
4.0 Project Management - Incorporated in Task 1									
5.0 Public Relations (Plans & Materials, Meetings are in Task 3)									
5.1 Community Engagement Events				● ● ●					
5.2 Development of Multimedia Outreach Materials					● ● ●				
5.3 Proposition 218 Public Hearing Notice						● ● ●			

● Virtual Meetings

● Deliverables

★ Important Milestones



STAFF REPORT

Agenda Item: 9

Board Meeting Date: October 23, 2024
Prepared By: Ranae Ogilvie
Approved By: Brett Hodgkiss

SUBJECT: 2025 BOARD MEETING DATES

RECOMMENDATION: Establish 2025 Board meeting dates to resolve conflicts as follows: shift the Board meeting dates in January to the second and fourth Wednesdays of the month, January 8 and January 22, 2025, respectively; and schedule one Board meeting in May and December on May 7, 2025 and December 10, 2025, respectively. All Board meetings to begin at 9:00 a.m.

PRIOR BOARD ACTION: At its October 17, 2023 meeting, the Board adopted the 2024 meeting calendar.

FISCAL IMPACT: None.

SUMMARY: In 1997, the Board set its regular meeting schedule to include the first and third Wednesdays of each month at 8:30 a.m. On October 2, 2019, the Board adjusted its Board meeting start times to 9:00 a.m. The Board's practice has been to adopt its calendar for the coming year taking into consideration any anticipated scheduling conflicts; staff has identified three scheduling conflicts in January, May and December 2025.

DETAILED REPORT: Staff has reviewed the 2025 calendar taking into consideration the District's established times for Regular and Adjourned meetings of the Board of Directors (first and third Wednesdays of the month at 9:00 a.m.), while considering upcoming events such as holidays, annual conferences and other potential conflicts. Staff proposes the following scheduling adjustments to the 2025 Board meeting calendar.

1. Due to the New Year's holiday on Wednesday, January 1, 2025, staff recommends shifting the Board meeting dates in January to the second and fourth Wednesdays of the month (January 1 and 15, 2025 to January 8 and 22, 2025, respectively). This change will still maintain the week between Board meetings needed for agenda preparation for the first meeting in February.
2. To avoid a conflict with the California Special Districts Association Legislative Days being held May 20-21, 2025, staff recommends scheduling one Board meeting in May on May 7, 2025. The only alternative date to meet the third week in May is Monday, May 19, 2025; however, meeting on this date would not allow adequate time between Board meetings for agenda preparation.
3. Due to the Association of California Water Agencies Fall Conference in the first week of December and the Colorado River Water Users Conference in the third week of December, and in keeping with past practice, schedule one Board meeting in December, on December 10, 2025, and forgo a second meeting in December to avoid conflicts with holidays and vacation schedules.

ATTACHMENT: Draft 2025 Board meeting calendar

Vista Irrigation District Draft 2025 BOARD MEETINGS

Considered by the Board on 10/23/2024

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JULY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

AUGUST						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Board meeting, start time 9:00 a.m.	Purple = District holidays
Yellow = ACWA Conference	Green = CSDA Annual Conference
Blue = Colorado River Water Users Conference	Pink = CSDA Legislative Days



Agenda Item: 10

STAFF REPORT

Board Meeting Date: October 23, 2024
Prepared By: Brett Hodgkiss

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

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



STAFF REPORT

Agenda Item: 11.A

Board Meeting Date: October 23, 2024
Prepared By: Ranae Ogilvie

SUBJECT: REPORTS ON MEETINGS AND EVENTS ATTENDED BY DIRECTORS

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



STAFF REPORT

Agenda Item: 11.B

Board Meeting Date: October 23, 2024
Prepared By: Ramae Ogilvie
Approved By: Brett Hodgkiss

SUBJECT: SCHEDULE OF UPCOMING MEETINGS AND EVENTS

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

	SCHEDULE OF UPCOMING MEETINGS AND EVENTS	ATTENDEES
1 *	Vista Chamber Government Affairs <i>Nov. 7, 2024; 12:00 p.m. – 1:30 p.m.; The Film Hub, Vista</i> <i>Reservation deadline: None</i>	Kuchinsky ◇
2	Southern California Water Coalition: 40th Anniversary Annual Meeting & Dinner <i>Nov. 7, 2024; Time: 5:30 p.m.; Newport Beach, CA</i> <i>Reservation deadline: 10/30/2024; Cancellation deadline: 10/31/2024</i>	
3	CSDA Quarterly Meeting <i>November 21, 2024; 6:00 p.m.; The Butcher Shop, Kearny Mesa</i> <i>Reservation deadline: TBD</i>	MacKenzie
4	ACWA Fall Conference <i>Dec. 3-5, 2024; JW Marriott Desert Springs Resort & Spa, Palm Desert</i> <i>Registration deadline: 11/15/2024; Cancellation deadline: 11/15/2024</i>	Sanchez 12/3 (R, H) Kuchinsky 12/4 (R) MacKenzie (R, H)
5 *	Vista Chamber Government Affairs <i>Dec. 5, 2024; 12:00 p.m. – 1:30 p.m.; The Film Hub, Vista</i> <i>Reservation deadline: None</i>	Kuchinsky ◇
6	Colorado River Water Users Association Conference <i>Dec. 4-6, 2024; Paris Hotel, Las Vegas</i> <i>Early Registration deadline: 11/1/2024; Cancellation deadline: 11/1/2024</i>	Miller (R, H) Sanchez (R, H)
7	Urban Water Institute 2025 Spring Conference <i>February 26-28, 2025; Riviera Resort & Spa, Palm Springs, CA</i> <i>Registration deadline: 12/31/2024; Cancellation deadline: 2/14/2025</i>	
8	ACWA 2025 Spring Conference <i>May 13-15, 2025; Monterey, CA</i> <i>Registration deadline: TBD</i>	
9	Special District Legislative Days (CSDA) <i>May 20-21, 2025; Sacramento, CA</i> <i>Registration deadline: TBD</i>	
10	CSDA Annual Conference <i>August 25-28, 2025; Monterey, CA</i> <i>Registration deadline: TBD</i>	
11	2025 CALAFCO Annual Conference <i>October 22-24, 2025; San Diego, CA</i> <i>Registration deadline: TBD</i>	
12	ACWA 2025 Fall Conference <i>December 2-4, 2025; San Diego, CA</i> <i>Registration deadline: TBD</i>	
13	Colorado River Water Users Conference <i>December 16-18, 2025; Caesars Palace, Las Vegas, NV</i> <i>Registration deadline: TBD</i>	

* Non-per diem meeting except when serving as an officer of the organization
 The following abbreviations indicate arrangements that have been made by staff:
R=Registration; **H**=Hotel; **A**=Airline; **S**=Shuttle; **C**=Car; **T**=Tentative; ◇=Attendee to Self-Register



Agenda Item: 12

STAFF REPORT

Board Meeting Date: October 23, 2024
Prepared By: Brett Hodgkiss

SUBJECT: ITEMS FOR FUTURE AGENDAS AND/OR PRESS RELEASES

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

Staff-generated list of tentative items for future agendas:

- Association of California Water Agencies Membership meeting voting proxy (November)
- California Special Districts Association bylaws amendment (November)
- General Manager Performance Evaluation (November)
- Annual Organizational Meeting (December)
- Communication and Engagement Plan
- Edgehill Reservoir and Pump Station ribbon cutting ceremony



STAFF REPORT

Agenda Item: 13

Board Meeting Date: October 23, 2024
Prepared By: Ranae Ogilvie

SUBJECT: COMMENTS BY DIRECTORS

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



STAFF REPORT

Agenda Item: 14

Board Meeting Date:

October 23, 2024

Prepared By:

Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL COUNSEL

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



STAFF REPORT

Agenda Item: 15

Board Meeting Date:

October 23, 2024

Prepared By:

Brett Hodgkiss

SUBJECT: COMMENTS BY GENERAL MANAGER

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



Agenda Item: 16

STAFF REPORT

Board Meeting Date: October 23, 2024
Prepared By: Brett Hodgkiss

SUBJECT: CLOSED SESSION WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

SUMMARY: Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2).
Number of cases: 4