

# **VALLEY CENTER MUNICIPAL WATER DISTRICT**

## **AGENDA**

### **Regular Meeting of the Board of Directors**

Monday, December 4, 2023 — 2:00 P.M.

**The VCMWD Board of Directors welcomes the public to its Board Room while accommodating virtual observation options as a convenience to the public. Additionally, Board Meetings continue to be livestreamed for those who wish to observe remotely. *Please note that in the event of technical issues that disrupt the meeting livestream or receipt of public comments by phone or email, the meeting will continue.***

Instructions for members of the public who wish to address the Board of Directors:

Members of the public who wish to address the Board of Directors under “Audience Comments/Questions” or on specific agenda items, may do so as instructed below. All comments will be subject to a limit of three (3) minutes.

- Making Public Comment for Those Attending In-Person: Members of the public who wish to observe or to address the Board may join the Board Members at the noticed, physical location. A Request to Speak slip is required to be submitted to the Board Secretary prior to start of the meeting (*if possible*).
- Phone Comments During the Meeting: Before the meeting, or before public comment period for the item closes during the meeting, submit a telephone number by email to the Board Secretary at [publiccomments@vcmwd.org](mailto:publiccomments@vcmwd.org), together with the agenda item number, and the Board Secretary will call when the board is ready to hear public comments; *or*
- Emailed Comments: Before the meeting, or before public comment period for that item closes at the meeting, email your comments to the Board Secretary at [publiccomments@vcmwd.org](mailto:publiccomments@vcmwd.org) and the Board Secretary and it will be read aloud at the public comment period; *or*
- Written Comments: Written comments can be also be physically dropped off in advance of the meeting at the District’s Administrative Office or mailed in advance of the meeting to 29300 Valley Center Rd., Valley Center, CA 92082, for receipt no later than 1:00 pm on meeting day.

These public comment procedures supersede the District’s standard public comment policies and procedures to the contrary. If modifications or accommodations from individuals with disabilities are required, such persons should provide a request at least 24 hours in advance of the meeting by email to the Board Secretary at [boardsecretary@vcmwd.org](mailto:boardsecretary@vcmwd.org).

Meeting Broadcast: Members of the public may watch the meeting electronically by visiting the District’s website at [vcmwd.org/Board/Board-Documents](http://vcmwd.org/Board/Board-Documents) and then clicking the link listed below “live stream” on the page.

Meeting Documents: Board Meeting Packets (*except for closed session materials*) will be made available to the public once distributed to the Board. Please visit the District’s website at [vcmwd.org/Board/Board-Documents](http://vcmwd.org/Board/Board-Documents) for Agenda and related Board Meeting Documents.

## **ROLL CALL**

## **APPROVAL OF AGENDA**

At its option, the Board may approve the agenda, delete an item, reorder items and add an item to the agenda per the provisions of Government Code Section 54954.2.

## **PUBLIC COMMENT(S)**

*Comments and inquiries from the audience will be received on any matter not on the agenda, but within the jurisdiction of the Board. Comments and inquiries pertaining to an item on the agenda will be received during the deliberation of the agenda item (Government Code §54954.3).*

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**CONSENT CALENDAR ITEM(S)**

*Consent calendar items will be voted on together by a single motion unless separate action is requested by a Board member, staff, or member of the audience.*

1. **Minutes of the Regular Board Meeting Held Monday, November 6, 2023;**
2. **Audit Demands and Wire Disbursements;**
3. **Treasurer's Report for Month Ending September 30, 2023; and**
4. **Resolution No. 2023-42 Approving Fourth Amendment to the Communication Site License Agreement with T-Mobile West Tower LLC, by CCTMO LLC, for Use of Paradise Mountain Reservoir.**

**PRESENTATION ITEM(S)**

5. **Review, Receive and File of the District's Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2022-23 and Review of Appropriation Limit Worksheet:**

The District's Annual Comprehensive Financial Report for FY 2022-23 and Appropriation Limit Worksheet will be reviewed.

- a. Report by Director of Finance
- b. Discussion
- c. Audience comments/questions
- d. Informational Presentation only, no action required

**ACTION ITEM(S)**

6. **Rancho California Water District Resource Conservation District Expanded "CropSWAP" Program Presentation and Request for Authorization for District Participation:**

Presentation from the Rancho California Water District Resource Conservation District on their CropSWAP (Sustainable Water for Agricultural Production) Program, and authorization for District participation will be considered.

- a. Report by General Manager
- b. Discussion
- c. Audience comments/questions
- d. If desired, motion to participate in the CropSWAP Program

7. **Consider Approval of Sole Source Award of Equipment Purchase for the Moosa Clarifier No. 2 Upgrades Project from Westech Engineering, LLC.:**

Adoption of Resolution No. 2023-43, approving Sole Source Award of Equipment Purchase for the Moosa Clarifier No. 2 Upgrades Project from Westech Engineering, LLC., will be considered.

- a. Report by District Engineer
- b. Discussion
- c. Audience comments/questions
- d. If desired, motion to approve or deny Resolution No. 2023-43

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**GENERAL MANAGER'S ITEM(S)**

**8. San Diego County Water Authority's November 16, 2023 Board Meeting Summary:**

A report on the SDCWA Board of Directors' Meeting of November 16, 2023 will be provided.

- a. Report by General Manager
- b. Discussion
- c. Audience comments/questions
- d. Information item only, no action required

**9. General Information:**

General Informational items will be reviewed.

- a. Report by General Manager
- b. Discussion
- c. Audience comments/questions
- d. Information item only, no action required

**DISTRICT GENERAL COUNSEL'S ITEM(S)**

**BOARD OF DIRECTORS' ITEM(S) and AB1234 REPORTING**

**CLOSED SESSION ITEM(S)**

At any time during the regular session, the Board may adjourn to closed session to consider litigation, personnel matters, or to discuss with legal counsel matters within the attorney-client privilege. Discussion of litigation is within the attorney-client privilege and may be held in closed session. *Authority: Government Code §54956.9.*

**ADJOURNMENT**

**NOTICE TO THE PUBLIC:**

This agenda was posted at least 72 hours before the meeting in a location freely accessible to the public. No action may be taken on any item not appearing on the posted agenda, except as provided by Government Code Section 54954.2. Any written materials provided to a majority of the Board of Directors within 72 hours prior to the meeting regarding any item on this agenda will be available for public inspection on the District's website. The agenda is available for public review on the District's website, <http://www.vcmwd.org>.

For questions or request for information related to this agenda contact Kirsten Peraino, *Board Secretary*, at (760) 735-4517 or [publiccomments@vcmwd.org](mailto:publiccomments@vcmwd.org). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the American with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Board Secretary at least 48 hours before the meeting, if possible.

— **End of Agenda** —

**VALLEY CENTER MUNICIPAL WATER DISTRICT  
MINUTES**

**Regular Meeting of the Board of Directors**

Monday, November 6, 2023 — 2:00 P.M.

**The Valley Center Municipal Water District Board of Directors' meeting was called to order by President Polito at 2:00 PM.** In the Board Room at 29300 Valley Center Rd.; Valley Center, CA 92082. Additionally, the Board Meeting was livestreamed for those who wish to observe remotely.

**ROLL CALL**

**Board Members Present:** *President Polito, Vice President Ferro, Director Holtz and Director Ness.*

**Board Members Absent:** *Director Smith.*

**Staff Members Present:** *General Manager Arant, District Engineer Grabbe, Director of IT Pilve, Director of Finance & Administration Pugh, Director of Operations and Facilities Lovelady, Manager of Accounting/Deputy Director of Finance & Administration Velasquez, Safety and Regulatory Compliance Supervisor Olson, Senior Engineer Lyuber, Project Manager Carrillo, Sr. Water Systems Technician Nichols, Executive Assistant/Board Secretary Peraino, General Counsel de Sousa, and Federal Consultant Howells present in-person.*

**PUBLIC COMMENT(S)**

President Polito established for the record the process by which public comments are received by the Board; this process was also described in the Agenda for the meeting.

**CONSENT CALENDAR ITEM(S)**

1. **Minutes of the Regular Board Meeting Held Monday, October 16, 2023;**
2. **Audit Demands for Check Nos. 167382 — 167533 from October 6 – 26, 2023;**

**Action:** Upon motion by Ferro, seconded by Ness; and carried with four (4) affirmative votes, the previously listed consent calendar items were approved.

**ACTION ITEM(S)**

3. **Authorization to Proceed with the Proposition 218 Process, Approve the Notice of Public Hearing, and Set January 2, 2024 as the Public Hearing Date for Proposed Changes to Water and Wastewater Rates and Charges:**

Proposed increases which reflect a pass-through of the wholesale price of water from the San Diego County Water Authority (SDCWA) and Metropolitan Water District (MWD), as well as an adjustment to the local commodity portion to offset increases in operational costs, were presented by Director of Finance and Administration Pugh. The proposed increases are as follows:

**Water Rates:** In January 2024, wholesale costs from the SDCWA and MWD will increase \$221.94 per acre-foot (10.1%) for domestic water sales, and \$138.48 per acre-foot (8.6%) for PSAWR sales. The District's local cost component is proposed to increase by 1.8%, from \$273.64 to \$278.57 per acre-foot. Total net increases, including the District's component, are 9.2% for domestic and 7.6% for PSAWR.



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Included in water charges the District is required to pay, regardless of the amount of water sold, to the SDCWA and MWD in 2024 are fixed charges for readiness to serve, capacity, customer service, emergency storage, and supply reliability. The District calculates the per-acre-foot equivalent of these charges by dividing the total charges by projected water sales, less a 10% reserve for declining sales. For the fiscal year ending 2024 budgeted sales total 16,000 acre-feet. The 2024 fixed charges of \$4.2 million are allocated over 14,400 acre-feet.

**Water Meter Service Charge:** Staff proposed increasing the monthly meter service charge to offset increases in local fixed operating costs, which include labor and benefits, materials, vehicle and equipment maintenance, state regulatory license fees, and outside professional services. A  $\frac{3}{4}$ -inch meter would increase by \$0.85 per month from \$47.46 to \$48.31 (1.8%) with each meter size going up accordingly. The same 1.8% increase is proposed for the fire protection service meters. For a  $\frac{3}{4}$ -inch fire service meter, fees are proposed to increase from \$9.94 to \$10.11 per month and for a 1-inch fees are proposed to increase from \$13.91 to \$14.16 per month.

**Pumping Rates:** Pumping Rates (including electricity, natural gas, and pump & motor maintenance) are estimated to increase by 12.8% over the current year's estimated actual expenses. Total Pumping Costs have exceeded pumping revenues at a rate higher than the District was willing or able to raise rates. Utility costs alone have increased at such a rapid pace over the past three years, that now, the District is significantly behind in its ability to cover Total Pumping Costs with the pumping charge revenues alone. The pumping rates are proposed to increase by 17.3% in calendar 2024, as authorized by the Board at the Regular Board Meeting of May 15, 2023.

Zone	Current \$/Unit	Change	Effective Jan. 3, 2024
1	\$0.12104	\$0.02094	\$0.14198
2	\$0.24202	\$0.04187	\$0.28389
3	\$0.26850	\$0.04645	\$0.31495
4	\$0.40097	\$0.06937	\$0.47034
5	\$0.58812	\$0.10174	\$0.68986
6	\$0.65604	\$0.11349	\$0.76953
7	\$0.69572	\$0.12036	\$0.81608
8	\$0.78852	\$0.13641	\$0.92493
9	\$0.81672	\$0.14129	\$0.95801
10	\$1.08174	\$0.18714	\$1.26888

**SDCWA Infrastructure Access Charge (IAC):** Annually, the SDCWA assesses the District with a fixed charge based on the number and size of active meters within the District. This charge is passed through and collected from active customers. The new charge for a  $\frac{3}{4}$ -inch meter will be \$4.41, up \$0.17 or 4.0% from last year's charge of \$4.24.

**Construction Water Permit Fee:** With proposed water rate increases, the construction water permit fees will also go up. The new fees will range from \$375 for the smallest trucks to \$750 for trucks with a 5,000-gallon or more capacity, compared to current fees of \$340 and \$680.

### **Wastewater Monthly Service Charges:**

- **Lower Moosa Canyon Service Area (Moosa):**

The current wastewater service charge is \$61.72 and the low-pressure wastewater collection system maintenance fee is \$50.93. Staff recommended that the service charge and maintenance fee remain unchanged for calendar 2024 due to operational efficiencies and cost saving improvements that have been implemented over the last several years.

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The Lower Moosa Canyon Water Reclamation Facility 2023 Master Plan Update encompasses a 20-year capital improvement planning horizon. A proposed \$10.7M, 5 to 10-year multi-phased capital improvement program was recommended that included replacement projects needed to extend the service life of the existing facilities, provide greater operational redundancy, and enhance reliability and operation efficiencies to accommodate changes in the waste stream characteristics and flow. Funding for these projects would be from capital replacement reserves and short- and long-term low interest rate loans with repayment from a combination of the current net wastewater revenues and a proposed Capital Improvement Charge intended to be added to the monthly wastewater bill. The new Capital Improvement Charge is proposed at \$12 per month per EDU. *Note: An EDU is the flow equivalent of a single-family residential unit. Commercial properties are assigned multiple EDUs depending on the size and type of business. This charge would be in addition to the current and any future increases in the monthly Wastewater Service Fee.*

- **Woods Valley Ranch Service Area (WVR):**

Sewer Service Charges and Sewer Standby Fees for properties not yet connected to the sewer system are collected as a fixed charge special assessment on the property tax roll. No change is proposed at this time. The current fee is \$98.60 per month, or \$1,183.20 per year.

Grinder Pump Maintenance Charge is normally collected as a fixed charge special assessment on the property tax roll. However, mid-year connections may occur which will result in the collection of the charge on the monthly water bill until the end of the fiscal year. The mid-year charge is currently \$52.74. No change is proposed at this time. The current grinder pump maintenance fee is \$50.93 per month or \$611.16 per year.

Excess Use Charge is dependent on the amount of excess wastewater discharged, based on 5,250 gallons per month per EDU. Any wastewater discharged greater than 7.0 HCF times the number of EDUs allocated to the property would be charged \$39.66, and \$9.92 for Grinder Pump Excess Discharge, greater than 7.0 HCF. No change is proposed to the current rates at this time.

**Proposition 218:** The Proposition 218 Notice includes language that outlines the District's rate structure and customer classes, explains what the rates are comprised of, reasons for proposed rate increases, and the proposed increases are for the coming year. These increases would not be automatic but would be presented to the Board at public meetings for consideration as needed.

Staff recommended approving the Notice of Public Hearing/Prop 218 Notice, with possible minor modifications from General Counsel, and to direct staff to mail out the notice to all property owners and tenants directly responsible for paying water/wastewater charges within the District, and to set the public hearing for January 2, 2024, at 2:00 p.m. (or a date selected by staff that is at least 45 days after mailing the Proposition 218 notice).

**Action:** Upon motion by Ferro, seconded by Holtz; motion to proceed with the Proposition 218 process was approved with four (4) affirmative votes.

4. **Adoption of Resolution No. 2023-40 Amending the FY 2023-24 Annual Budget to Authorize Additional Funding, Rejecting Bid Protest, and Awarding of the Construction Contract to Capital Industrial Coatings, LLC for the McNally & Mizpah Reservoir Paint and Recoat Project:**

*Note: General Counsel de Sousa excused herself from the dais due to conflict of interest with the party that filed the bid protest on the project. Senior Engineer Lyuber gave an overview of the new McNally & Mizpah Reservoir Paint and Recoat Project ("Project") as well as background on the facilities. The Project consists of the surface preparation, structural work, interior coating, and*

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exterior painting of each reservoir. Structural work for each reservoir includes removal of the interior ladders, removal and replacement of existing earthquake rods, removal and replacement of rafters, replacement of associated hardware, additional auxiliary vents, addition of second access manways as well as the installation of exterior staircase and safety railing for Mizpah.

The McNally Reservoir is a 90-foot diameter by 43-foot tall 2-million-gallon above-ground welded steel potable water reservoir, constructed in 1956. The Mizpah Reservoir is a 71-foot diameter by 35-foot tall 1-million-gallon welded steel potable water reservoir, constructed in 1967. Both reservoirs were last recoated and painted in 2007. McNally Reservoir is a high-use, high-priority reservoir that serves the Cool Valley Zone. To ensure McNally Reservoir is back online as soon as possible, the contract requires the contractor to begin with that reservoir first, finishing with structural work before moving on to the Mizpah Reservoir.

The District advertised the project in a regularly circulated newspaper publication on Sept. 26, 2023, and Oct. 3, 2023. The District received four bids by the Oct. 17, 2023 bid deadline with bids ranging from \$2,066,445 to \$3,069,717. The apparent low bidder was Capital Industrial Coatings, LLC with a total *corrected* bid of \$2,044,245, which is approximately 12% less than the second bid and 11% lower than the engineer's estimate of \$2,300,000. Four contractors attended at least one of the two mandatory pre-bid meetings, and all four contractors that attended the pre-bid meetings, submitted bids.

### Bid Item Irregularity:

Contract documents state that the unit price prevails in a situation such as this (to correct a clear computational error), therefore the corrected item cost was \$2,475, amending the Total Bid Amount to \$2,044,245. Given this irregularity is immaterial and did not change CIC's position as low bidder CIC agreed with the change to their total bid price. Staff recommended the Board waive this irregularity as allowed by Section 00200 of the Bid Documents.

### Bid Protest:

Staff received a bid protest from the second lowest bidder, Paso Robles Tank, Inc., ("PRT") transmitted via email on Oct. 23, 2023. Section 00200 requires a protest to meet certain conditions in order to be valid. If the protest is valid, the District Engineer, or other designee, shall review the basis of the protest and all relevant information. Staff engaged the services of special counsel, the Law Office of Clare M. Gibson, to review the protest due to the aforementioned BBK conflict. Ms. Gibson prepared a legal opinion indicating that PRT's protest was without merit and recommended the Board reject the protest and award the contract to CIC as the lowest responsive bidder for the Project.

### Project Funding:

Funding for the project was established with the FY 2023-24 annual budget. Given the higher actual construction amount than projected at that time, an amendment to the FY 2023-24 Annual Budget in the amount of \$150,000 is requested to maintain a minimum 10% contingency in the project budget. The additional funding for the project is available from the Capital Improvements Reserve. The reserve will be replenished by the disbursements from the SRF loan, which are currently being processed by the State Water Resources Control Board.

The requested budget amendment will provide increased funding for the additional cost of the paint and recoat contract and a decrease in the contingency allowance from 15% to 10%. The proposed \$150,000 amendment increases the overall project budget by 6.7% for a new total of \$2,400,000. The contract allows for one hundred sixty (160) calendar days for the painting and recoating of both reservoirs.

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Staff recommended the Board adopt Resolution No. 2023-40 amending the FY 2023-24 Annual Budget authorizing an additional \$150,000 in funding for the McNally and Mizpah Reservoirs Painting and Recoating Project, waiving the corrected computational error in CIC's bid, rejecting PRT's bid protest and awarding the construction contract to Capital Industrial Coatings, LLC. for their corrected low bid amount of \$2,044,245.

**Action:** Upon motion by Holtz, seconded by Ness; the following Resolution was approved with four (4) affirmative votes:

### RESOLUTION NO. 2023-40

#### RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER MUNICIPAL WATER DISTRICT AMENDING THE FY 2023-24 ANNUAL BUDGET TO AUTHORIZE ADDITIONAL FUNDING AND AWARDED THE CONSTRUCTION CONTRACT FOR THE MCNALLY & MIZPAH RESERVOIRS PAINTING AND RECOATING PROJECT [PROJECT NO. 01-06-78-51405]

was adopted by the following vote, to wit:

AYES: ***Directors Polito, Ferro, Holtz, and Ness***  
NOES: ***None***  
ABSENT: ***Director Smith***

#### 5. **Adoption of Resolution No. 2023-41 Approving Change Order No. 6 to the Construction Contract with Cass-Arrieta for the Lilac Road Pipeline Upsizing Project:**

A brief overview of the Construction Contract with Cass-Arrieta ("Cass"), for the Lilac Road Pipeline Upsizing Project ("Project"), was given by Project Manager Carrillo. The Project consists of replacing approximately 6,000 linear feet of 6-inch Asbestos Concrete "AC" waterline within Lilac Road with 4,200 linear feet of 8-inch PVC waterline from Hideaway Lake Road to Hunza Hill Terrace and 1,800 linear feet of 12-inch PVC from Hunza Hill Terrace to Betsworth Road. New gate valves, fittings, and appurtenances, such as air/vacuum valves, fire hydrants, blow-offs, and service laterals and roadway restoration affected by construction activity (i.e. new asphalt and stripping) are also included in the project scope.

Cass was awarded the Contract for Construction on Oct. 4, 2022, with a total bid of \$2,364,994.50. The District has previously approved five change orders totaling \$131,189.71 (5.6% of the original contract amount) and a 65-calendar day time extension.

- Change Order No. 1 was administrative only, with zero cost and no time impact;
- Change Order No. 2 had a \$6,366 increase with no time impact;
- Change Order No. 3 had a \$31,051 increase with an addition of 26 calendar days;
- Change Order No. 4 had a \$33,464 increase with an addition of 22 calendar days; *and*
- Change Order No. 5 had a \$60,339 increase with an addition of 17 calendar days.

Change Order No. 6 will cover additional costs associated with paving more square footage than indicated in the construction documents and T&M work for minor changes. The additional cost of this change order is anticipated to be just over \$100,000. Pursuant to Section 140.4 (c) of the District's Admin Code, change orders resulting in a cumulative total greater than \$50,000 require Board approval. Funding for Change Order No. 6 and the additional anticipated costs are available from the project contingencies, which reflect the current approved project budget.

During the installation of the mainline and laterals, the contractor encountered rock and large amounts of groundwater that caused the need to widen the trench in multiple locations.

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In addition, the excavations for the tie-ins to the existing waterlines were larger than originally anticipated. Due to these changing conditions, the contractor was required to install more square footage of base pavement than the quantity included in the contract bid item. Actual quantities for the base paving will be determined once all the tie-ins are completed and base paving is installed. The final cap paving quantities will be determined once the County has made its determination and the cap paving is completed and measured.

Staff recommended the Board adopt Resolution No. 2023-41 authorizing staff to approve Change Order No. 6 to the construction contract with Cass for additional base and cap paving and traffic control at the agreed unit prices and actual measured quantities for an estimated change order amount of \$112,925. The final contract amount will be based on the actual measured quantities, following the determination of final quantities. Based on the estimated amounts, Change Order No. 6 will result in a total contract amount of \$2,609,110 and no change in the current contract completion date of February 11, 2024.

**Action:** Upon motion by Ferro, seconded by Ness; the following Resolution was approved with four (4) affirmative votes:

### RESOLUTION NO. 2023-41

#### RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER MUNICIPAL WATER DISTRICT APPROVING CHANGE ORDER NO. 6 TO THE CONTRACT WITH CASS-ARRIETA FOR THE LILAC ROAD PIPELINE UPSIZING PROJECT [PROJECT NO. 01-06-78-51417]

was adopted by the following vote, to wit:

AYES: ***Directors Polito, Ferro, Holtz, and Ness***  
NOES: ***None***  
ABSENT: ***Director Smith***

## **INFORMATIONAL/POSSIBLE ACTION ITEM(S)**

### **6. Review of the 2023 Water Rate Survey:**

District staff performed a water rate survey of 21 San Diego County retail water agencies to determine the relative ranking of VCMWD rates and charges as of October 18, 2023, reported Mr. Pugh. The last survey was completed in November 2021. The District rates and charges are compared to those of the 20 other retail water agencies from an overall perspective and then to a sub-group of eight (8) agencies that have the same water supply cost basis as the District; i.e., those with 100% treated imported water paying all of the SDCWA charges.

#### Water Agencies with the Same Water Supply Cost Basis

In looking at the 8 retail agencies with the same cost basis in terms of 100% Imported Treated Water paying all SDCWA costs, the District's rates and charges compare as follows:

- **Domestic Commodity Rate:** lowest (lowest in the 2021 survey);
- **Ag Commodity Rate:** 2<sup>nd</sup> lowest (same ranking as in the 2021 survey);
- **Monthly Meter Charge:** 7<sup>th</sup> lowest (same ranking as in the 2021 survey);
- **Domestic - 26 HCF:** 5<sup>th</sup> lowest (same ranking as in the 2021 survey);
- **Domestic - 100 HCF:** 2<sup>nd</sup> lowest (lowest in the 2021 survey); and
- **1 AF of Ag Water:** 2<sup>nd</sup> lowest (same ranking in the 2021 survey).

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### Overall Analysis Comparing VCMWD to 20 Retail Water Agencies

From an overall standpoint, the District's rate and charges compare as follows:

- **Domestic Commodity Rate** *based upon the 26<sup>th</sup> unit consumed/month*: 6<sup>th</sup> lowest (6<sup>th</sup> in 2021), and \$0.88 per HCF, or 14.2% below average;
- **Ag Commodity Rate**: 7<sup>th</sup> lowest (7<sup>th</sup> in 2021), and \$0.82 or 15.0% below average;
- **Monthly Meter Charge**: 18<sup>th</sup> lowest, (19<sup>th</sup> in 2021), and \$9.44 or 24.3% above average;
- **Domestic - 26 HCF**: 10<sup>th</sup> lowest, (14<sup>th</sup> in 2021), and \$11.22 or 5.7% above average;
- **Domestic - 100 HCF**: 8<sup>th</sup> lowest, (6<sup>th</sup> in 2021), and \$66.83 or 9.1% below average; and
- **1 AF of Ag Water**: 10<sup>th</sup> lowest (7<sup>th</sup> in 2021), and \$356.05 or 15.0% below average.

### Wastewater Agencies Comparing VCMWD to 13 Retail Wastewater Agencies

From an overall standpoint, the District's rate and charges compare as follows:

- **Wastewater Service Charge**: 10<sup>th</sup> lowest (7<sup>th</sup> in 2021) and \$19.54 or 46.3% above average.

The analysis of the survey data revealed that the relationships between 2021 and 2023 remained relatively static, reflecting the common impact of wholesale cost increases from MWD and the SDCWA, (especially so with those delivering 100% treated imported water). All retail water agencies will likely be considering taking action on rates, if they haven't done so already, throughout 2023-24, which will impact the District's relative ranking to the other agencies.

**Action:** Informational item only, no action required.

## 7. Update on the Kornblum Reservoir Monitoring and Mixing System:

Kornblum is a 4.5-MG reservoir that is fed by the Jesmond Dene Pump Station and serves the Jesmond Dene service area. With the demolition of the Jesmond Dene Reservoir in 2020, Kornblum became the primary and only reservoir to supply the zone. Due to the volume of water required to maintain adequate water storage in the service area, combined with the low system demand, maintaining the desired chlorine residual levels can be challenging, stated Senior Water Systems Technician Nichols.

In FY 2022-23, the District contracted with D&H Water Systems and UGSI Solutions Inc. to operate and test their chloramine boosting systems at Kornblum Reservoir. Both systems were very similar in design, use common water treatment components and were able to successfully improve the residual levels; with the main difference between the two systems being the proprietary algorithms they use in their control panels to regulate the chemical dosing.

After the testing period District staff concluded that the D&H control panel was able to maintain a higher-level of residual stability, while using significantly less chemical. Subsequently, staff has purchased D&H's chloramine boosting system control panel and designed a system for Kornblum Reservoir with the assistance from D&H. Staff has also procured all of the other major components for the system and are currently constructing a 10' x 20' building to house all of the equipment. The system is expected to be operational by the end of the fiscal year.

**Action:** Informational item only, no action required.

## 8. Status Update on the Lake Wohlford Resort Annexation – Involvement of the San Pasqual Band of Mission Indians:

District staff has been involved with the potential annexation of the Lake Wohlford Resort ("Resort") to the Valley Center Municipal Water District (VCMWD) for several years. The last

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official action the Board took was in August 2020 to pass Resolution No 2020-29, "*Requesting Formal Terms and Conditions from the San Diego County Water Authority and the Metropolitan Water District for the Concurrent Annexation of the Lake Wohlford Resort*", reminded General Manager Arant. This resolution approved the concept of the annexation and forwarded the process to Metropolitan Water District (MWD) and the San Diego County Water Authority (SDCWA) for annexation terms and conditions. However, the annexation fees were never provided by the proponent and consequently were never paid to either the SDCWA or MWD and so the process has not moved forward at those agencies.

General Manager Arant explained that the Resort's existing water source and treatment process had been determined by the State Water Resources Control Board, Division of Drinking Water to be in non-compliant with state drinking water standards. An option available to the owner was to upgrade the on-site treatment plant and have an adequately licensed water treatment operator available to oversee the plant operation. Another option was to annex the resort to a public water agency for service. As VCMWD was the closest and thus the most viable option, the owner and annexation proponent approached the District to start the annexation process.

As proposed, VCMWD will not be involved with the resort's on-site water distribution and storage system. However, to allow for a private waterline in the county right of way, the County and State directed that there would have to be a public agency available to make repairs. Staff agreed, subject to VCMWD Board approval, to enter into a time and materials maintenance and repair agreement with the resort for the water line in Lake Wohlford Road.

At this point in time, the San Pasqual Band of Mission Indians (SPBMI) is involved in the process. They are interested in extending an 8" waterline 1.23-miles from the VCMWD line in Lake Wohlford Road westward to Cultural Center Road to support commercial and residential development on tribal lands. SPBMI Settlement Water would be metered and transported under the terms of the existing water delivery agreement between VCMWD and SPBMI. At the end of the proposed SPBMI line, a meter and .57-mile small diameter water line would be taken off to serve the resort. Out of concern for logistics associated with working in the public right of way, SPBMI has also requested a time and materials agreement for VCMWD to make repairs on the larger waterline.

The SPBMI owns what is now know as the Native Oaks Golf Course (Native Oaks) formerly, Woods Valley Ranch Golf Course. 100% of the tertiary effluent processed at the Woods Valley Water Reclamation Facility is transported and used on the Native Oaks. The current agreement allows VCMWD to deliver up to 225,000 gallons of reclaimed water per day. The current WVRWRF Phase II ultimate treatment capacity of 275,000 gallons per day exceeds that capacity limit. Phase III of the plant can potentially reach 550,000 gallons per day. Also, there is potential to expand several of the ponds on Native Oaks to accommodate the additional 84-day full flow seasonal storage requirements.

SPBMI's Tribal Council's interest in participating in the Lake Wohlford Resort Annexation opened the door to the discussion of actions to benefit both VCMWD and SPBMI.

In essence:

- SPBMI will enter into an agreement to allow delivery of up to 525,000 gpd of tertiary treated effluent to, and expansion of seasonal storage on Native Oaks (at VCMWD expense) which will be of great benefit to the Woods Valley Ranch Water Reclamation Facility Project area as well as VCMWD overall; and
- VCMWD agrees to enter into a time and materials maintenance agreement for the proposed SPBMI 8-inch waterline to be constructed in Lake Wohlford Rd., westward to Cultural Center Rd.

## **Valley Center Municipal Water District Board of Directors' Meeting Minutes**

Staff requested Board input and direction on the general terms of agreement between VCMWD and SPBMI so that work can proceed on the updating the reclaimed water delivery agreement and the waterline maintenance agreement. Both agreements would be brought back for Board review and action at some point in the future. Finally, since VCMWD would be providing services outside of its legal jurisdictional boundary, it may need to secure approval from the San Diego Local Agency Formation Commission, noted General Manager Arant.

**Action:** Board input and direction on the general terms of agreement between VCMWD and SPBMI was received.

### **GENERAL MANAGER'S ITEM(S)**

#### **9. San Diego County Water Authority Board Meeting Summary:**

San Diego County Water Authority Board Meeting Summary for October 26, 2023 was reviewed.

**Action:** Informational item only, no action required.

#### **10. General Information:**

*None*

### **DISTRICT GENERAL COUNSEL'S ITEM(S)**

*None*

### **BOARD OF DIRECTORS' AB1234 REPORTS ON MEETINGS ATTENDED**

*None*

### **CLOSED SESSION ITEM(S)**

*At any time during the regular session, the Board may adjourn to closed session to consider litigation, personnel matters, or to discuss with legal counsel matters within the attorney-client privilege. Discussion of litigation is within the attorney-client privilege and may be held in closed session. Authority: Govt Code §54956.9.*

#### **11. A Closed Session was called by President Polito at 3:38 PM pursuant to:**

**Government Code §54956.9(d)(4)** – Conference with Legal Counsel, Initiation of Litigation:  
*Two potential cases*

#### **RECONVENE**

**Action:** The Board came out of closed session at 4:05 PM with no reportable action.

### **ADJOURNMENT**

**Action:** Upon motion by Holtz, seconded by Ness; motion passed with four (4) affirmative votes, the regular meeting of the Board of Directors was adjourned at 4:06 PM.

**ATTEST:**

**ATTEST:**

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**Kirsten N. Peraino, Secretary**

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**Robert A. Polito, President**



VALLEY CENTER M.W.D.  
DISBURSEMENTS  
FOR PERIOD OCTOBER 27, 2023 THROUGH NOVEMBER 02, 2023

**November**

CHECK #	PAYEE	DESCRIPTION	AMOUNT
167534	Acuantia Inc	Materials - CIP Kornblum	332.27
167535	Advanced Detection Systems	Services	270.00
167536	Alpha Analytical Laboratories, Inc.	Testing	1,902.50
167537	American Battery Corporation	Batteries	444.43
167538	AT&T	Services	657.81
167539	AWWA	Membership - G. Arant	4,434.00
167540	Babcock Laboratories, Inc	Testing	597.97
167541	Len Brown	Safety Boot Reimbursement	200.00
167542	California Bank & Trust	Credit Cards - Meals, Travel, Meetings	248.49
167543	California Bank & Trust	Credit Cards - Meals, Travel, Meetings	3,159.88
167544	California Bank & Trust	Credit Cards - Meals, Travel, Meetings	180.53
167545	California Bank & Trust	Credit Cards - Meals, Travel, Meetings	11.10
167546	California Bank & Trust	Credit Cards - Meals, Travel, Meetings	414.66
167547	Cass Construction, Inc.	Lilac Road Pipeline Upsize Project	188,802.56
167548	Danielle Cattaneo	Expense Reimbursement - Activate 2023 Springbr	1,235.92
167549	CDW Government	Materials - IT	937.54
167550	City of Escondido	Escondido Woods Sewer Charges - October 2023	2,304.89
167551	Complete Office of California, Inc	Office Supplies	37.49
167552	Controlled Entrances Inc.	Services	1,549.00
167553	Controlled Motion Solutions, Inc.	Materials - Field	286.56
167554	Core & Main LP	Materials - Field	881.73
167555	County of San Diego	Repeater Site Rent Acct #7019-Palomar Mountair	902.00
167556	CWEA	Renewal Collections System Maintenance Grade :	108.00
167557	Department of Motor Vehicles (DMV)	CIP - Service Truck #67	5,796.00
167558	Diamond Environmental Services, LP	Services	2,675.13
167559	DIRECTV	Dish Services 10/24/23-11/23/23	60.99
167560	EDCO Waste & Recycling Service	Trash Services - October 2023	903.96
167561	Electrical Sales, Inc	Materials - Field	652.96
167562	Emission Compliant Controls Corporat	Services	1,550.00
167563	Escondido Metal Supply	Materials - Field	487.59
167564	Lorena Espinoza	Janitorial Service - October 2023	1,875.00
167565	Fastsigns	CIP - Dump Truck	91.59
167566	Ferguson Waterworks #1083	Materials - Field	732.70
167567	Edward Ferrara	Safety Boot Reimbursement	96.96
167568	Fieldman, Rolapp & Associates	Services	2,959.50
167569	Gilbert P. Franco	Hazardous Waste Removal	75.00
167570	Patricia Garcia	Medical Reimbursement - 3rd Qtr 2023	1,623.03
167571	Christine Gootee	Medicare Reimbursement - 1st - 3rd Qtr 2023	1,484.10
167572	Grainger, Inc	Materials - Field	1,790.87
167573	Hasa, Inc.	Chemicals	3,730.17
167574	HD Supply Facilities Maintenance Ltd.	Materials - Field Customer #19969	465.51
167575	Home Depot Credit Services	Materials - Field	1,107.00
167576	Jacqueline Howells	Consultant Services - November 2023	7,500.00
167577	Andrew Huerta	Expense Reimbursement - Activate 2023 Springbr	842.97

VALLEY CENTER M.W.D.  
DISBURSEMENTS  
FOR PERIOD OCTOBER 27, 2023 THROUGH NOVEMBER 02, 2023

**November**

CHECK #	PAYEE	DESCRIPTION	AMOUNT
167578	Infosend	A/R Processing, Mail & Postage	1,027.06
167579	Interstate Battery of San Diego, Inc.	Batteries	1,193.20
167580	Rami Kanj	Tort Claim - Reimbursement for Damages	575.00
167581	Konica Minolta Premier Finance	Copier Rental - November 2023	1,753.94
167582	Koraleen Enterprises	Materials - Field	127.37
167583	Los Angeles Truck Centers, LLC	Vehicle Maintenance	10.62
167584	Dave Mancino	Medicare Reimbursement - 3rd Qtr 2023	494.70
167585	Jamie Martinez	Expense Reimbursement - Activate 2023 Springbr	1,005.42
167586	North County Lawnmower, Inc.	Materials - Field	3,525.51
167587	Occupational Health Centers of Califo	Medical Services	340.50
167588	Palomar Termite & Pest Control	Pest Control - October 2023	80.00
167589	Parkhouse Tire, Inc.	Vehicle Maintenance	861.41
167590	Pitney Bowes Inc	Postage Meter Rental 06/29/23-09/28/23	146.27
167591	Powerland Equipment Inc.	Materials - Field	5.42
167592	RAMCO	Asphalt Disposal	520.00
167593	Roy Rutherford	Safety Boot Reimbursement	200.00
167594	San Diego Friction Products, Inc.	Vehicle Maintenance	116.61
167595	San Diego Gas & Electric	Gas Services - October 2023	34,730.44
167596	San Diego Tax Collector	Property Taxes VC4 & VC7	78.32
167597	San Diego Tax Collector	Property Taxes VC4 & VC7	219.78
167598	Francesca Shough	Medicare Reimbursement - 3rd Qtr 2023	989.40
167599	Sierra Analytical Labs, Inc	Testing	2,590.00
167600	Signa Mechanical	Materials - Field	3,234.80
167601	Stehly Brothers Drilling Inc	Materials - Field	105.90
167602	SWRCB	Appl Wastewater Treatment Plant Grade 3 - Jake	225.00
167603	SWRCB	Appl Wastewater Treatment Plant Grade 1 - Ryan	125.00
167604	T.S. Industrial Supply	Materials - Field	63.88
167605	The Box Office	Shipping Service	134.81
167606	Jared Thomas	Educational Reimbursement	75.00
167607	Transamerican Direct, Inc.	Postage for Prop 218 Mailing	6,413.40
167608	Uline	Materials - Field	146.14
167609	Valley Center Fire Protection District	CPR/1st-Aid/AED Training	782.00
167610	Walter's Wholesale Electric Co	Materials - Field	1,108.71
167611	Xylem Water Solutions U.S.A. Inc	Materials - Field	352.64
TOTAL			<u><u>309,758.61</u></u>

Approved By: \_\_\_\_\_

General Manager

  
Director of Finance & Administration

VALLEY CENTER M.W.D.  
DISBURSEMENTS  
FOR PERIOD NOVEMBER 03, 2023 THROUGH NOVEMBER 09, 2023

**November**

CHECK #	PAYEE	DESCRIPTION	AMOUNT
167612	-167616 Payroll	Payroll 10/20/23-11/03/23 LSB	14,800.88
167617	ACWA	2024 Annual Agency Dues	26,490.00
167618	Aelott Air Conditioning, Inc.	A/C Maintenance	1,032.30
167619	AMP United, LLC	San Gabriel Reservoir Painting and Recoating Prc	70,195.98
167620	Aqua-Metric Sales Company	Materials - Field	12,337.97
167621	Babcock Laboratories, Inc	Testing	160.00
167622	Bavco	Materials - Field	4,490.37
167623	Bluepath Finance Solar III LLC	Lower Moosa Canyon Solar - October 2023	2,962.67
167624	Complete Office of California, Inc	Office Supplies	2,195.95
167625	Corodata Media Storage, Inc.	Record Storage - October 2023	254.19
167626	Corodata Records Management	Record Storage - October 2023	116.74
167627	Culligan of Escondido	Washrack Service	170.00
167628	Diamond Environmental Services, LP	Services	51.97
167629	Doane and Hartwig Water Systems, Ir	CIP-Paradise Res Chloramine Sys & Reservoir Mi	38,853.38
167630	Dow Jones & Company, Inc.	Wholesale Rack Report 12/01/23-02/29/24	555.00
167631	Fallbrook Printing Corp	Printing Services	1,147.54
167632	Ferguson Waterworks #1083	Materials - Field	2,207.81
167633	Fidelity Security Life Insurance Comp	Vision Plan Premium - November 2023	1,158.10
167634	Frontier Fence Company, Inc	Materials - Field	218.73
167635	Beatriz Garnica	Expense Reimbursement - Activate 2023 Springbr	991.48
167636	Genworth Life & Annuity Ins. Co.	Employee Paid Life Insurance Premium - Novemb	12.69
167637	Grainger, Inc	Materials - Field	122.19
167638	HealthEquity Inc.	Employee Contributions 10/20/23-11/03/23	731.07
167639	HealthEquity Inc.	Employee Contributions 10/20/23-11/03/23 LSB	5,917.10
167640	HealthEquity Inc.	Monthly Fees - November 2023	17.70
167641	Ryan Hughes	Safety Boot Reimbursement	200.00
167642	Infosend	A/R Processing, Mail & Postage	892.50
167643	IntelePeer Holdings Inc.	Services	791.16
167644	International City Mgmt Association R	MissionSquare Remittance 10/20/23-11/03/23	6,133.18
167645	Low Voltage Fire, Inc.	Services	540.00
167646	Mallory Safety & Supply LLC	Materials - Safety	474.53
167647	Mutual of Omaha	Life Insurance - November 2023	2,563.27
167648	Napa Auto Parts	Vehicle Maintenance	1,146.12
167649	Nova Services	Services-Lilac Road Pipeline Upsize	3,211.25
167650	O'Reilly Automotive, Inc.	Vehicle Maintenance	1,192.68
167651	Pacific Pipeline Supply	Materials - Field	998.63
167652	Paymentus Corporation	Transaction Fees - September 2023	12,390.94
167653	PEBSO/Nationwide Retirement	Deferred Compensation 10/20/23-11/03/23	12,311.90
167654	PEBSO/Nationwide Retirement	Deferred Compensation 10/20/23-11/03/23 LSB	104,059.87
167655	Powerland Equipment Inc.	Materials - Field	519.80
167656	Priority Door Systems	CIP-Kornblum Mix & Chlorination	13,058.71
167657	Quality Chevrolet	Vehicle Maintenance	261.97
167658	Reliance Standard Life Insurance	Life Insurance Premiums - November 2023	8,952.38
167659	Roadrunner Publications, Inc	Ads	577.00

VALLEY CENTER M.W.D.  
DISBURSEMENTS  
FOR PERIOD NOVEMBER 03, 2023 THROUGH NOVEMBER 09, 2023

**November**

CHECK #	PAYEE	DESCRIPTION	AMOUNT
167660	Ryan Herco Products Corp	CIP-Kornblum Mix & Chlorination	1,092.98
167661	Amir Savoji	Refund Check 019279-000, 03073294 B.O. 33.3%	1,634.86
167662	SC Commercial, LLC	Oil and Gasoline	2,372.13
167663	Self Insured Services Company	Reimbursement Request for Dental Funding Date	7,156.95
167664	Southwest Answering Service, Inc	Answering Service 10/05/23-11/01/23	482.64
167665	Stericycle, Inc.	Record Destruction	225.05
167666	Stumpmasters Tree Services Inc.	Services	2,500.00
167667	Underground Service Alert/SC	Services - October 2023	375.28
167668	United Way of San Diego County	Employee Contributions 10/20/23-11/03/23	20.00
167669	UPS	Shipping Services	42.35
167670	VCMWD Employees Assoc.	Employee Contributions 10/20/23-11/03/23	692.00
167671	John VonBorstel	Medicare Reimbursement - 3rd Qtr 2023	939.96
167672	Dustin Wingrove	Safety Boot & Expense Reimbursement-AMPP Tr	1,065.81
TOTAL			<u>376,067.71</u>

Approved By:

  
General Manager

  
Director of Finance & Administration

VALLEY CENTER M.W.D.  
DISBURSEMENTS  
FOR PERIOD NOVEMBER 09, 2023 THROUGH NOVEMBER 16, 2023

**November**

CHECK #	PAYEE	DESCRIPTION	AMOUNT
167673	-167675 Payroll	Payroll 11/03/23-11/09/23	5,396.70
167676	A-1 Irrigation, Inc	Materials - Field	2,990.12
167677	Aaron Ford of Escondido	Vehicle Maintenance	4,731.30
167678	Ababa Bolt	Materials - Field	55.59
167679	ACWA/JPIA	Blue Cross Medical Premiums - December 2023	67,947.70
167680	Affordable Openers	Materials - Field	186.43
167681	Alpha Analytical Laboratories, Inc.	Testing	1,607.50
167682	Amazon Capital Services	Materials - Field and IT	5,564.41
167683	American Battery Corporation	Batteries	961.48
167684	AMP United, LLC	San Gabriel No. 1 Reservoir Painting & Recoating	91,956.95
167685	Ardurra Group, Inc.	Services	24,115.00
167686	AT&T	Services	1,418.67
167687	Automationdirect.com Inc.	Materials - Field	278.00
167688	AutoZone, Inc	Vehicle Maintenance	7.09
167689	Babcock Laboratories, Inc	Testing	315.28
167690	Best Best & Krieger LLP	Legal Services - October 2023	15,291.27
167691	BHA, Inc	Services	3,815.00
167692	Blue-White Industries	Materials - Field	849.27
167693	Busy Bees Locks & Keys, Inc.	Services	619.65
167694	Complete Office of California, Inc	Office Supplies	92.25
167695	CSI Services Inc	Services	590.00
167696	Culligan of Escondido	Washrack Service	59.86
167697	Cummins Inc	Materials - Field	1,223.52
167698	CWSRF Accounting Office	Treatment Plant 120 - Contract No.: 12825-550-0	1,084,259.93
167699	Davis Farr LLP	Services - Annual Audit FY 2022-2023	15,000.00
167700	Detection Instruments Corporation	Services	981.30
167701	Diamond Environmental Services, LP	Services	1,341.97
167702	DIRECTV	Moosa Dish Service 11/11/23-12/10/23	45.99
167703	Electrical Sales, Inc	Materials - Field	445.21
167704	Fallbrook Printing Corp	Printing Services	611.31
167705	Farmer Brothers Co.	Breakroom Supplies	411.67
167706	Enrique Garcia	Safety Boot Reimbursement	164.84
167707	Clare Marie Gibson	Services	1,880.00
167708	Glaser & Bailey Awards, Inc	Engraving Services	60.00
167709	Gosch Ford Escondido	CIP-Service Truck	2,453.81
167710	Grainger, Inc	Materials - Field	1,104.18
167711	Hach Company	Materials - Field	6,094.35
167712	Hawthorne Machinery Co	Materials - Field	679.37
167713	HD Supply Facilities Maintenance Ltd.	Materials - Field Customer #19969	4,212.56
167714	Infosend	A/R Processing, Mail & Postage	7,364.86
167715	Infrastructure Engineering Corporator	Services - Cole Grade Rd Pipeline Replacement	320.00
167716	International City Mgmt Association R	MissionSquare Remittance 11/03/23-11/09/23	1,626.47
167717	Keys Creek Winery	Refund Check 019417-000, 62297633 FH@1202	696.81
167718	Liquid Environmental Solutions of Cali	Services	4,430.56

VALLEY CENTER M.W.D.  
DISBURSEMENTS  
FOR PERIOD NOVEMBER 09, 2023 THROUGH NOVEMBER 16, 2023

**November**

CHECK #	PAYEE	DESCRIPTION	AMOUNT
167719	Los Angeles Truck Centers, LLC	CIP-Hooklift Truck	120,733.60
167720	McMaster-Carr Supply Company	Materials - Field	644.91
167721	Michael Baker International, Inc.	Services	45,698.74
167722	Multiquip Inc	Materials - Field	399.93
167723	New Pointe Investments 47 LLC	Refund Check 017288-001, 72161 FH Near 1292	878.05
167724	Occupational Health Centers of Califo	Medical Services	291.00
167725	Pacific Pipeline Supply	Materials - Field	439.49
167726	Palomar Broadband Inc.	Services	69.95
167727	Polydyne Inc.	Chemicals	1,907.01
167728	Prudential Overall Supply	Uniform Rentals - October 2023	4,409.05
167729	PSC	Traffic Control & Flagger Safety Training	195.00
167730	Rincon Band of Luiseno Indians	Monitoring Services - October 2023	1,667.94
167731	Rockwell Construction Services, LLC	Services	4,637.50
167732	San Diego Friction Products, Inc.	Equipment Maintenance	323.94
167733	San Diego Gas & Electric	Electric Services - #07242272582	127,612.75
167734	San Diego Gas & Electric	Electric Services - #10212819358	52,106.52
167735	Scelzi Equipment, Inc	CIP-Service Truck	51,108.92
167736	Self Insured Services Company	Medical & Dental Insurance Premiums - Decembe	696.20
167737	Sierra Analytical Labs, Inc	Testing	200.00
167738	TSAC Engineering	Services	138.75
167739	United Water Works, Inc.	Materials - Field	4,821.34
167740	Valley Chain & Gear Inc.	Materials - Field	2,547.66
167741	Walter's Wholesale Electric Co	Materials - Field	887.29
167742	Dustin Wingrove	Expense Reimbursement - Ethics Training for AML	79.00
167743	Yardley Orgill Co. Inc.	Materials - Field	3,491.10
TOTAL			<u>1,790,243.87</u>

Approved By: \_\_\_\_\_

General Manager

J.V. Page  
Director of Finance & Administration

VALLEY CENTER MUNICIPAL WATER DISTRICT  
ELECTRONIC DISBURSEMENTS  
FOR PERIOD OCTOBER 1, 2023 THROUGH OCTOBER 31, 2023

SEQ. #	DATE	PAYEE	DESCRIPTION	AMOUNT
BANK TRANSFERS:				
ACH:				
545	10/12/23	Direct Deposit	DIRECT DEP PAYROLL 09/22/23-10/06/23	207,608.34
	10/12/23	EDD	3RD QTR 2023 UI & ETT	170.68
	10/13/23	IRS	P/R TAX 09/22/23-10/06/23	44,232.81
	10/13/23	EDD	P/R TAX 09/22/23-10/06/23	13,251.33
	10/13/23	CALPERS	CALPERS CONTRIBUTIONS 09/22/23-10/06/23	62,031.82
	10/13/23	EXPERTPAY	GARNISHMENT 09/22/23-10/06/23	780.00
546	10/26/23	Direct Deposit	DIRECT DEP PAYROLL 10/06/23-10/20/23	208,126.20
	10/27/23	IRS	P/R TAX 10/06/23-10/20/23	44,599.62
	10/27/23	EDD	P/R TAX 10/06/23-10/20/23	13,329.71
	10/27/23	CALPERS	CALPERS CONTRIBUTIONS 10/06/23-10/20/23	62,114.91
	10/27/23	EXPERTPAY	GARNISHMENT 10/06/23-10/20/23	780.00

ONE TIME WIRES:

RECURRING WIRES:

594	10/11/23	SDCWA	WATER DELIVERY - AUGUST 2023	2,566,339.00
595	10/31/23	SD COUNTY INVESTMENT FUND	TEMPORARY INVESTMENT	1,500,000.00

TOTAL

4,723,364.42

APPROVED BY:

  
GENERAL MANAGER

  
DIRECTOR OF FINANCE

**VALLEY CENTER MUNICIPAL WATER DISTRICT**  
**TREASURER'S REPORT - SUMMARY**  
**September 30, 2023**

**ACTIVE DEPOSITS**

Checking Accounts  
Deposits with Fiscal Agents

**Cost Basis**

\$341,834.31

**TOTAL ACTIVE DEPOSITS**

**\$341,834.31**

**INVESTMENTS**

	<u>Market</u> <u>Value</u>	<u>Average</u> <u>Yield</u>	<u>Percent</u>	
Money Market Funds	\$27,694,237.54	3.84%	74.635%	\$28,417,327.35
U.S. Treasury Notes	249,531.83	0.13%	0.656%	249,903.94
Federal Agencies Securities	7,579,454.19	2.74%	20.603%	7,844,469.80
Certificates of Deposit, insured	<u>1,502,897.77</u>	<u>1.95%</u>	<u>4.106%</u>	<u>1,563,335.37</u>
<b>TOTAL INVESTMENTS</b>	<b><u>\$37,026,121.33</u></b>	<b><u>3.51%</u></b>	<b><u>100.000%</u></b>	<b><u>\$38,075,036.46</u></b>

**TOTAL ALL FUNDS**

**\$38,416,870.77**

**TOTAL ALL FUNDS (PRIOR MONTH - AUGUST 2023)**

\$39,707,316.77

*Maturity Analysis of Investments*

	<u>Percent</u>	<u>Cost Basis</u>
Money Market Funds	74.635%	\$28,417,327.35
Maturity within one year	9.625%	3,664,905.06
Maturity later than one year	<u>15.740%</u>	<u>5,992,804.05</u>
Total Investments	<u>100.000%</u>	<u>\$38,075,036.46</u>

Weighted Average Days to Maturity

117

Maximum permitted single investment maturity is 5 years.

*Yield Comparatives*

<u>Security</u>	<u>Term</u>	<u>Yield</u>	<u>Security</u>	<u>Term</u>	<u>Yield</u>
LAIF	1 day	3.534%	12 mo. rolling T Bond	1 year	4.939%
T Bills	3 months	5.560%	T Bonds	1 year	5.440%
T Bills	6 months	5.510%	T Bonds	2 years	5.020%

Sufficient funds are available to meet the next six month's expenditure requirements. All investments are in compliance with the District's adopted statement of investment policy. Market values for the Governmental / Federal Securities and Certificates of Deposit were provided by Zions Capital Advisors.

Reviewed by James N. Pugh, Treasurer

11/02/23

Received by Gary T. Arant, General Manager

11/02/23

Date



**VALLEY CENTER MUNICIPAL WATER DISTRICT**  
**TREASURER'S REPORT - DETAIL**  
**September 30, 2023**

**ACTIVE DEPOSITS**

**Cost Basis**

Checking Accounts:

California Bank & Trust	\$336,580.31
California Bank & Trust	\$3,854.00
Petty Cash	\$1,400.00
	<u>\$341,834.31</u>

**INVESTMENTS**

**Face Value  
or Rating**

**Purchase  
Date**

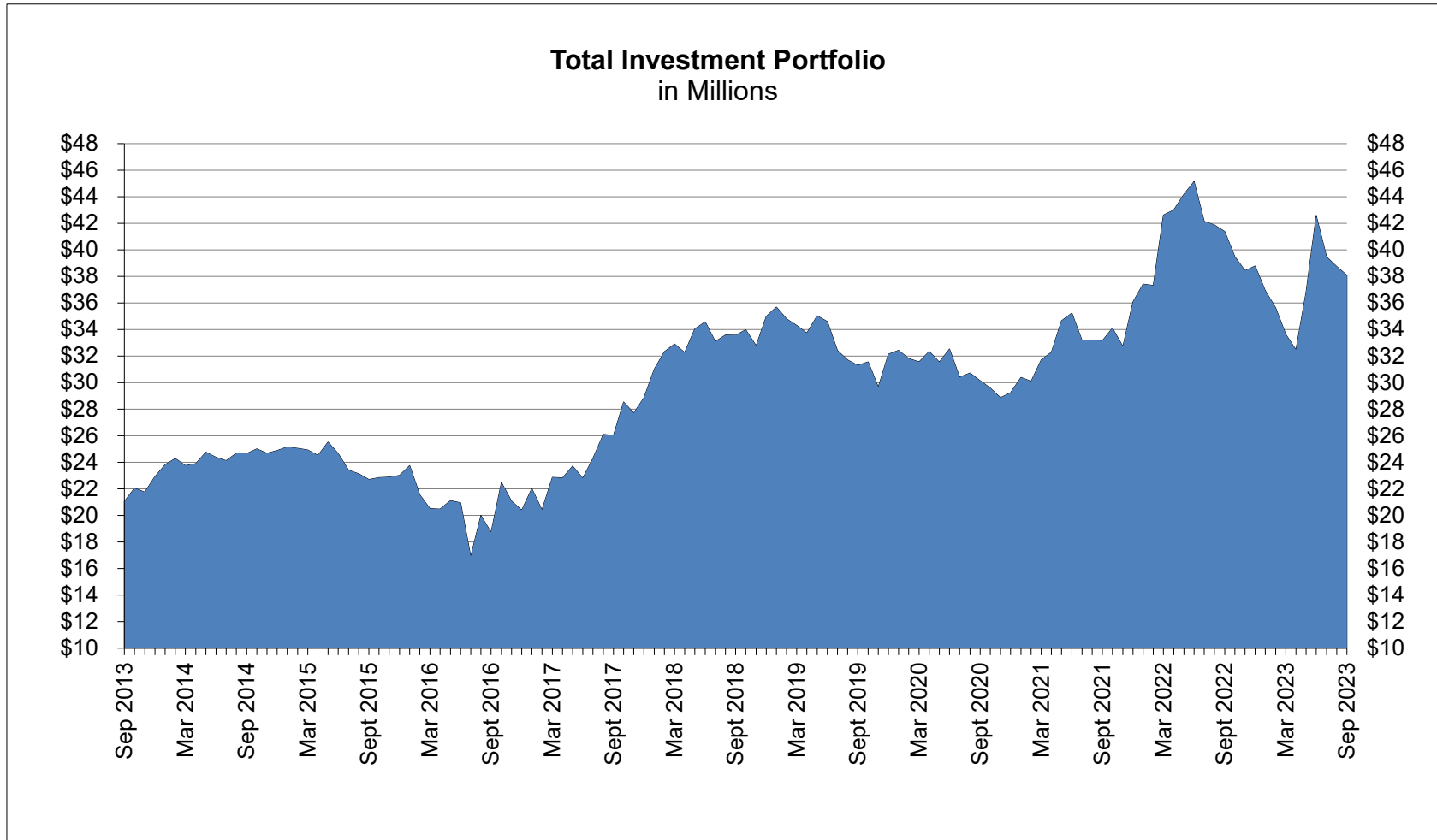
**Maturity  
Date**

**Market  
Value**

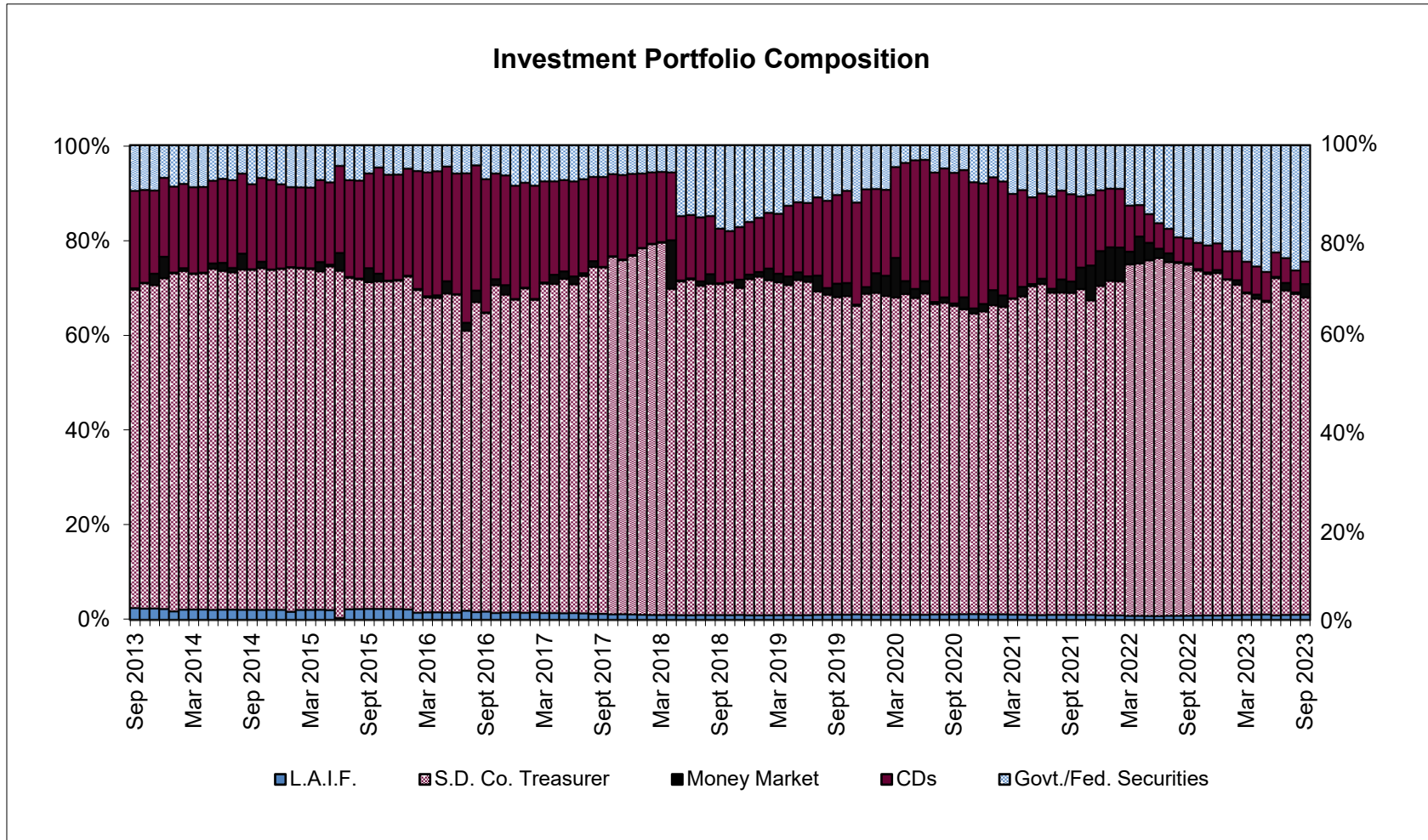
**Current  
Yield**

Money Market Funds:						
Local Agency Investment Fund				\$354,393.17	3.53%	\$354,393.17
County of San Diego Investment Fund				\$21,330,999.19	3.39%	22,077,112.72
Zions Institutional Liquidity Management				\$936,790.15	5.24%	936,790.15
CAMP				\$5,072,055.03	5.55%	5,049,031.31
				<u>\$27,694,237.54</u>	<u>3.84%</u>	<u>\$28,417,327.35</u>
U.S. Treasury Notes:						
U S Treasury Notes 0.125%	250,000	05/20/21	10/15/23	249,531.83	0.13%	249,903.94
				<u>\$249,531.83</u>	<u>0.13%</u>	<u>\$249,903.94</u>
Federal Agencies Securities - CB&T, a subsidiary of Zion Bank						
Federal Home Loan Mrtg Corp 0.40%	250,000	09/18/20	02/26/24	244,869.75	0.40%	\$250,000.00
Federal Home Loan Banks 0.50%	250,000	08/30/21	08/28/24	238,823.47	0.50%	250,000.00
Federal Farm Credit Bank 0.44%	250,000	11/04/20	11/04/24	236,523.67	0.44%	250,000.00
Federal Home Loan Banks 0.625%	250,000	05/27/21	02/27/25	233,535.75	0.63%	250,000.00
Federal Home Loan Banks 0.80%	250,000	07/21/21	07/21/25	230,673.68	0.80%	250,000.00
Federal Farm Credit Banks 3.49%	1,000,000	06/22/22	12/22/23	995,513.75	3.49%	1,000,000.00
Federal Home Loan Banks 5.00%	250,000	01/09/23	01/10/24	249,616.57	5.00%	250,000.00
Federal Home Loan Banks 5.15%	200,000	05/08/23	02/08/24	199,637.48	5.15%	200,000.00
Federal Home Loan Banks 2.250%	500,000	03/28/22	03/28/24	492,263.37	2.25%	500,000.00
Federal Home Loan Banks 0.50%	250,000	03/24/21	09/24/24	237,951.72	0.50%	250,000.00
Federal Home Loan Banks 0.50%	250,000	09/30/21	09/30/24	237,781.65	0.50%	250,000.00
Federal Home Loan Banks 2.500%	500,000	03/10/22	12/10/24	485,649.90	2.52%	499,712.93
Federal Home Loan Banks 5.600%	200,000	07/28/23	01/24/25	198,950.90	5.60%	200,000.00
Federal Home Loan Banks 0.40%	250,000	02/18/21	02/18/25	233,040.91	0.40%	250,000.00
Federal Home Loan Banks 0.625%	250,000	05/27/21	02/27/25	233,537.28	0.63%	250,000.00
Federal Home Loan Banks 2.15%	500,000	03/14/22	03/14/25	476,904.29	2.15%	500,000.00
Federal Home Loan Banks 5.450%	500,000	08/22/23	08/22/25	496,585.69	5.45%	500,000.00
Federal Home Loan Banks 5.500%	450,000	08/28/23	08/28/25	447,602.34	5.50%	450,000.00
Federal Home Loan Banks 5.500%	250,000	08/28/23	08/28/25	248,736.60	5.50%	250,000.00
Federal Home Ln Mtg Corp 5.15%	480,000	01/27/23	01/27/26	473,672.43	5.17%	479,756.87
Federal Home Loan Banks 0.80%	350,000	03/16/21	03/16/26	314,641.17	0.80%	350,000.00
Federal Home Ln Mtg Corp 5.00%	40,000	04/24/23	04/24/26	39,351.74	5.00%	40,000.00
Federal Home Loan Banks 1.00%	125,000	06/30/21	06/30/26	111,830.00	1.00%	125,000.00
Federal Home Loan Banks 1.05%	250,000	10/15/21	10/15/26	221,760.08	1.05%	250,000.00
				<u>\$7,579,454.19</u>	<u>2.74%</u>	<u>\$7,844,469.80</u>
Certificates of Deposit - CB&T, a subsidiary of Zion Bank						
Cit Bank 3.30%	100,000	05/06/19	10/30/23	99,816.07	3.24%	100,247.07
Centerstate Bank 1.05%	245,000	04/30/20	04/30/24	238,785.04	1.05%	245,000.00
Medallion Bank 0.40%	245,000	07/29/21	07/22/24	234,834.45	0.43%	244,754.05
Synchrony Bank 0.55%	125,000	09/03/21	09/03/24	119,257.25	0.55%	125,000.00
UBS Bank 3.00%	120,000	05/11/22	11/12/24	116,512.63	3.02%	119,942.72
Morgan Stanley 1.50%	230,000	07/27/20	04/16/25	216,094.21	1.12%	233,882.86
HSBC Bank 1.30%	245,000	05/08/20	05/07/25	228,910.10	1.32%	244,758.67
Citibank NA 5.300%	250,000	09/29/23	09/29/25	248,688.02	5.36%	249,750.00
				<u>\$1,502,897.77</u>	<u>1.95%</u>	<u>\$1,563,335.37</u>
<b>TOTAL INVESTMENTS</b>				<b><u>\$37,026,121.33</u></b>	<b><u>Average 3.508%</u></b>	<b><u>\$38,075,036.46</u></b>
<b>TOTAL ALL FUNDS</b>						<b><u>\$38,416,870.77</u></b>

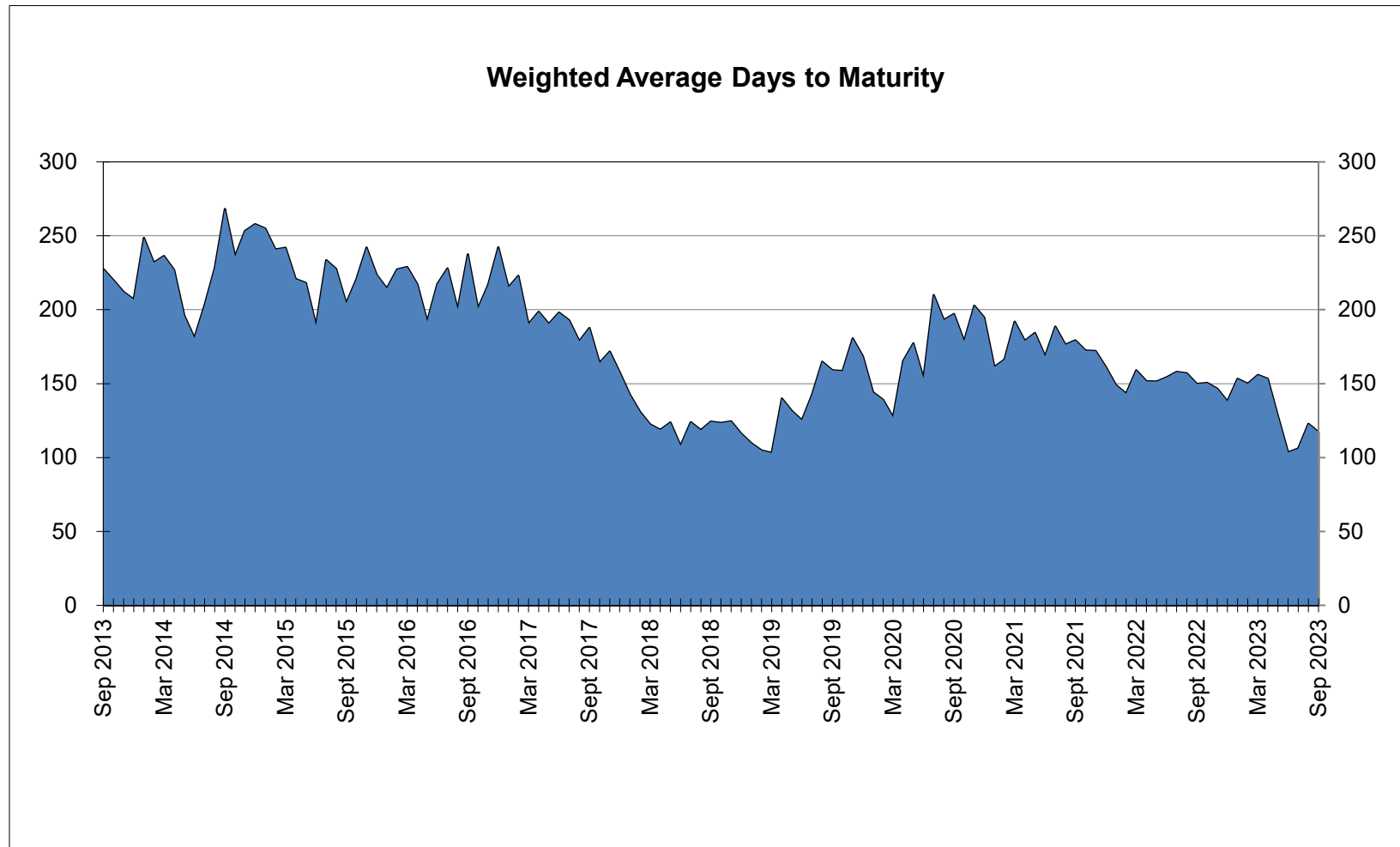
**VALLEY CENTER MUNICIPAL WATER DISTRICT**  
**TREASURER'S REPORT - GRAPHS**  
September 30, 2023



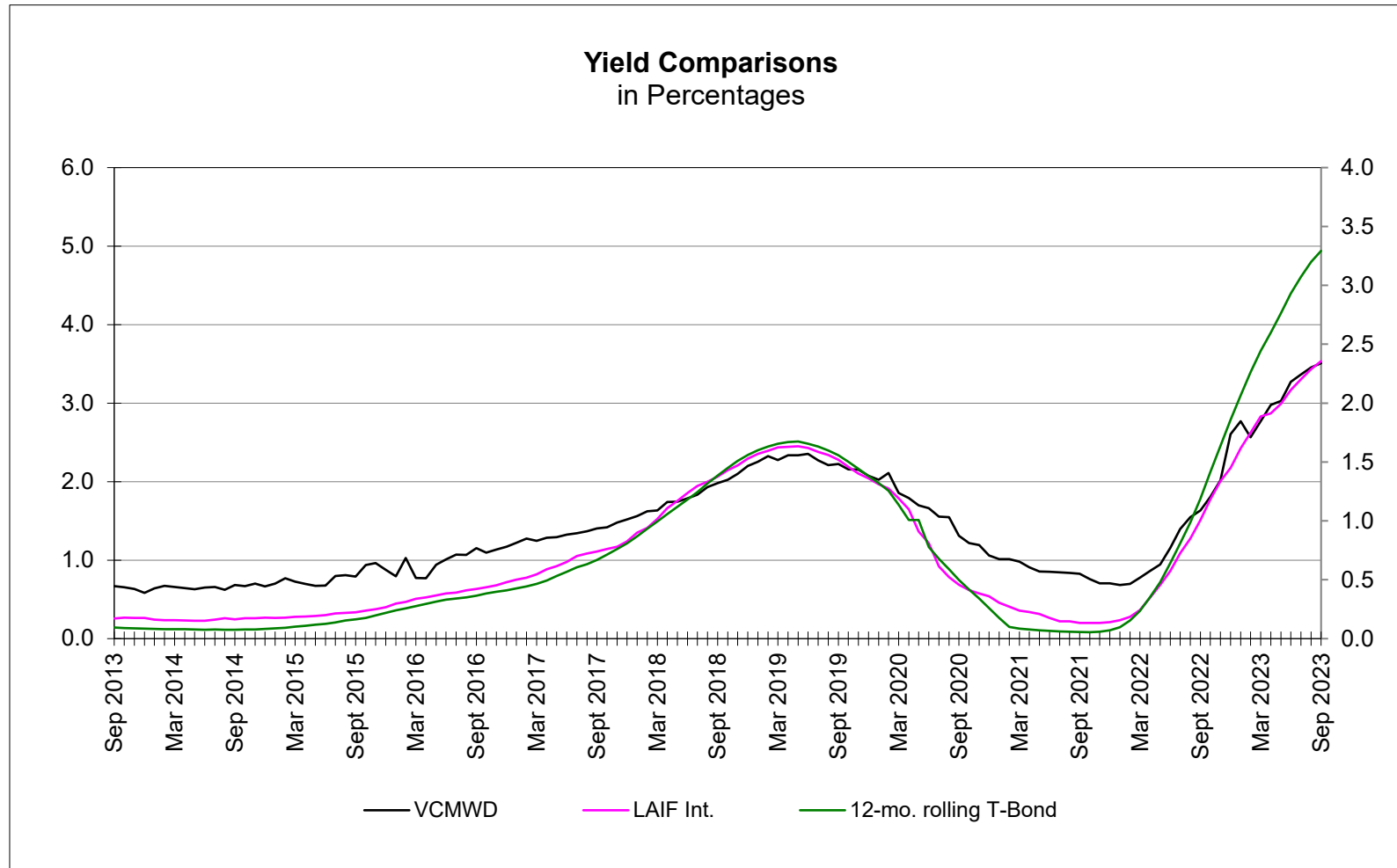
**VALLEY CENTER MUNICIPAL WATER DISTRICT  
TREASURER'S REPORT - GRAPHS  
September 30, 2023**



**VALLEY CENTER MUNICIPAL WATER DISTRICT  
TREASURER'S REPORT - GRAPHS  
September 30, 2023**



**VALLEY CENTER MUNICIPAL WATER DISTRICT  
TREASURER'S REPORT - GRAPHS  
September 30, 2023**



**VALLEY CENTER MUNICIPAL WATER DISTRICT  
TREASURER'S REPORT - TRANSACTIONS  
JULY 1, 2023 THROUGH JUNE 30, 2024**

**INVESTMENTS PURCHASED**

<b><u>Purchase Date</u></b>	<b><u>Security</u></b>	<b><u>Maturity Date</u></b>	<b><u>Cost</u></b>	<b><u>Face Value</u></b>	<b><u>Expected Yield</u></b>
<u>CB&amp;T, a subsidiary of Zion Bank</u>					
07/28/23	Federal Home Loan Banks 5.600%	01/24/25	200,000.00	200,000.00	5.600%
08/22/23	Federal Home Loan Banks 5.450%	08/22/25	500,000.00	500,000.00	5.450%
08/28/23	Federal Home Loan Banks 5.500%	08/28/25	450,000.00	450,000.00	5.500%
08/28/23	Federal Home Loan Banks 5.500%	08/28/25	250,000.00	250,000.00	5.500%
09/29/23	Citibank NA 5.300%	09/29/25	250,000.00	249,750.00	5.300%

**INVESTMENTS MATURED**

<b><u>Purchase Date</u></b>	<b><u>Security</u></b>	<b><u>Maturity Date</u></b>	<b><u>Cost</u></b>	<b><u>Face Value</u></b>	<b><u>Yield to Maturity</u></b>
<u>CB&amp;T, a subsidiary of Zion Bank</u>					
07/15/21	UBS Bank 0.25%	07/14/23	125,000.00	125,000.00	0.250%
05/06/22	U S Treasury Notes 1.250%	07/31/23	500,000.00	500,000.00	1.250%
08/22/22	Federal Home Loan Bank 3.25%	08/22/23	500,000.00	500,000.00	3.250%
08/23/19	Raymond James Bank 1.95%	08/23/23	245,000.00	245,000.00	1.950%
03/30/23	Federal Home Loan Banks 6.00%	09/27/23	300,000.00	300,000.00	6.000%
03/10/22	Federal Home Loan Banks 2.250%	09/29/23	500,000.00	500,000.00	2.250%
09/27/21	BMW Bank North Amercia 0.35%	09/25/23	245,000.00	245,000.00	0.350%

**DECEMBER 4, 2023**

**TO: Honorable President and Board of Directors**

**FROM: Gary T. Arant, General Manager**

**SUBJECT: FOURTH AMENDMENT TO COMMUNICATION SITE LICENSE AGREEMENT  
WITH T-MOBILE WEST TOWER LLC, by CCTMO LLC, FOR USE OF  
PARADISE MOUNTAIN RESERVOIR**

**PURPOSE:**

Board approval is requested for a fourth amendment to the communication site license agreement with T-Mobile West Tower LLC, by CCTMO LLC, for requested additional space at the Paradise Mountain Reservoir site.

**SUMMARY:**

T-Mobile West Tower LLC is currently the lessee under the lease Agreement as the ultimate successor in interest to the Original Lessee, Pacific Bell Wireless, LLC. The current lease is for the use of approximately 930 square feet of the Paradise Mountain Reservoir site with a current rent of \$34,673 per year.

T-Mobile is requesting the use of an additional 160 square feet at the location for the purposes of installing a generator and related equipment at the site. In consideration of the additional square footage, T-Mobile shall pay the district an additional \$400 per month beginning on the commencement of installation of the improvements.

T-Mobile West Tower LLC is looking to a fourth amendment to the agreement for the granting of the additional space at the site. In addition, in consideration of our time and expenses associated with the site lease agreement amendment, T-Mobile will pay us a one-time sum of \$1,500 dollars.

**RECOMMENDATION:**

It is recommended that the Board adopt Resolution No. 2023-42 to approve the fourth amendment to the communication site lease agreement between the District and T-Mobile West Tower LLC, for the granting of an additional 160 square feet, for the installation of a generator and related equipment and authorize the General Manager to sign.

**PREPARED BY:**

  
\_\_\_\_\_  
**James V. Pugh**  
**Director of Finance & Administration**

**APPROVED BY:**

  
\_\_\_\_\_  
**Gary T. Arant**  
**General Manager**

**RESOLUTION NO. 2023-42**

**RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT APPROVING A FOURTH AMENDMENT TO THE COMMUNICATIONS SITE LICENSE AGREEMENT BETWEEN VALLEY CENTER MUNICIPAL WATER DISTRICT AND T-MOBILE WEST LLC, BY CCTMO LLC, AND AUTHORIZING THE GENERAL MANAGER TO SIGN**

WHEREAS, on September 15, 2003 the Board of Directors of Valley Center Municipal Water District, in Resolution No. 2003-32 adopted the COMMUNICATIONS SITE LEASE AGREEMENT BETWEEN VALLEY CENTER MUNICIPAL WATER DISTRICT LESSOR AND PACIFIC BELL WIRELESS, LLC; and

WHEREAS, the Original Agreement was amended by that certain First Amendment to License Agreement dated March 31, 2006, by that certain Second Amendment to Communications Site License Agreement dated November 16, 2016, and by that certain Third Amendment to Communications Site License Agreement dated November 6, 2019, (hereinafter the Original Agreement and all subsequent amendments are collectively referred to as the "Agreement"); and

WHEREAS, T-Mobile West LLC is the successor in interest to the Agreement; and,

WHEREAS, Lessor and Lessee desire to grant an additional 160 square feet at the location for the purposes of installing a generator and related equipment.

NOW, THEREFORE, IT IS HEREBY RESOLVED, ORDERED AND DETERMINED by the Board of Directors of Valley Center Municipal Water District as follows:

Section 1. That the Fourth Amendment to the agreement entitled COMMUNICATIONS SITE LEASE AGREEMENT BETWEEN VALLEY CENTER MUNICIPAL WATER DISTRICT LESSOR AND T-MOBILE WEST LLC, BY CCTMO LLC LESSEE changing the Agreement to allow for the granting of an additional 160 square feet for the installation of a generator and related equipment, Exhibit A, is hereby approved.

Section 2. That the General Manager is authorized and directed to sign on behalf of the District.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of VALLEY CENTER MUNICIPAL WATER DISTRICT held on the 4<sup>th</sup> day of December, 2023, by the following vote:



## FOURTH AMENDMENT TO COMMUNICATIONS SITE LICENSE AGREEMENT

THIS FOURTH AMENDMENT TO COMMUNICATIONS SITE LICENSE AGREEMENT (the "Fourth Amendment") is made effective this \_\_\_\_ day of \_\_\_\_\_, 2023 ("Effective Date"), by and between VALLEY CENTER MUNICIPAL WATER DISTRICT, a California municipal water district (hereinafter referred to as "Licensor") and T-MOBILE WEST TOWER LLC, a Delaware limited liability company, by and through its Attorney In Fact, CCTMO LLC, a Delaware limited liability company (hereinafter referred to as "Licensee").

### RECITALS

WHEREAS, Licensor and Pacific Bell Wireless LLC ("Original Licensee") entered into a Communications Site License Agreement dated September 15, 2003, a memorandum of which was recorded in the official records of San Diego County, California ("Official Records") on November 22, 2004 at Instrument No. 2004-1104249 (the "Original Agreement") whereby Original Licensee licensed certain real property, together with access and utility easements, located in San Diego County, California from Licensor (the "Premises"), all located within certain real property owned by Licensor ("Licensor's Property"); and

WHEREAS, the Original Agreement was amended by that certain First Amendment to License Agreement dated March 31, 2006 ("First Amendment"), by that certain Second Amendment to Communications Site License Agreement dated November 16, 2016 ("Second Amendment"), and by that certain Third Amendment to Communications Site License Agreement dated November 6, 2019, a memorandum of which was recorded in the Official Records on January 24, 2020 at Instrument No. 2020-0039457 ("Third Amendment") (hereinafter the Original Agreement and all subsequent amendments are collectively referred to as the "Agreement"); and

WHEREAS, T-Mobile West Tower LLC is currently the Licensee under the Agreement as successor in interest to the Original Licensee; and

WHEREAS, the Premises may be used for the purpose of constructing, maintaining and operating a communications facility, including tower structures, equipment shelters, cabinets, meter boards, utilities, antennas, equipment, any related improvements and structures and uses incidental thereto; and

WHEREAS, the Agreement had an initial term that commenced on March 1, 2004 and expired on February 28, 2009. The Agreement, as amended, provides for five (5) extensions of two (2) years each, all five (5) of which have been exercised by Licensee, followed by five (5) extensions of five (5) years each, one (1) of which was exercised by Licensee. According to the Agreement, the final extension expires on February 28, 2044; and

WHEREAS, Licensor and Licensee desire to amend the Agreement on the terms and conditions contained herein.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, Licensor and Licensee agree as follows:

1. Recitals; Defined Terms. The parties acknowledge the accuracy of the foregoing recitals. Any capitalized terms not defined herein shall have the meanings ascribed to them in the Agreement.

2. First Additional License Area. The existing Premises is hereby expanded in size to include additional space, which consists of a one hundred sixty (160) square foot area adjacent to the existing Premises at a location more particularly described on Exhibit A-1 attached hereto and shown on the Site Plan attached hereto as Exhibit B (the "First Additional License Area"). The Premises, as expanded, is described on Exhibit A-2 attached hereto. Notwithstanding anything to the contrary in this Fourth Amendment, Licensee is not relinquishing any rights to any License area, access easements, and/or utility easements that it possesses prior to the date of this Fourth Amendment. In the event the location of any of Licensee's or its sublessees' existing improvements, utilities, and/or access routes are not depicted or described on the Site Plan and/or legal descriptions, Licensee's license rights and access and utility easement rights over such areas shall remain in full force and effect and the Premises shall be deemed to include such areas. Except as may be otherwise expressly set forth herein, the First Additional License Area shall be considered part of the "Premises" for all purposes under the Agreement, as amended.

3. First Additional Rent. In consideration of the License of the First Additional License Area, Licensee shall pay to Licensors the amount of Four Hundred and 00/100 Dollars (\$400.00) per month ("First Additional Rent"), beginning upon the commencement of installation of improvements within the First Additional License Area ("First Additional Rent Commencement Date") and continuing thereafter until the earlier of (i) the expiration of the License Term; or (ii) the "Return of the First Additional License Area" as set forth below. The First Additional Rent shall be due and payable concurrently with the monthly Rent set forth in the Agreement, as amended, for so long as such First Additional Rent is payable to Licensors as set forth herein. The First Additional Rent shall increase at the same time and in the same manner as the monthly Rent.

4. Right to Return the First Additional License Area. Licensee shall have the option, upon thirty (30) days prior written notice to Licensors, in its sole and absolute discretion, to return the First Additional License Area to the Licensors and to terminate the License of the same by removing all improvements from the First Additional License Area and returning same to its condition as of the Effective Date, ordinary wear and tear excepted (the "Return of the First Additional License Area"). Effective upon removal of all improvements from the First Additional License Area, the First Additional Rent shall cease and will no longer be due or payable.

5. Representations, Warranties and Covenants of Licensors. Licensors represents, warrants and covenants to Licensee as follows:

a) Licensors is duly authorized to and has the full power and authority to enter into this Fourth Amendment and to perform all of Licensors's obligations under the Agreement as amended hereby.

b) Licensee is not currently in default under the Agreement, and to Licensors's knowledge, no event or condition has occurred or presently exists which, with notice or the passage of time or both, would constitute a default by Licensee under the Agreement.

c) Licensors agree to provide such further assurances as may be requested to carry out and evidence the full intent of the parties under the Agreement as amended hereby, and ensure Licensee's continuous and uninterrupted use, possession and quiet enjoyment of the Premises under the Agreement as amended hereby.

6. Counterparts. This Fourth Amendment may be executed in separate and multiple counterparts, each of which shall be deemed an original but all of which taken together shall be deemed to constitute one and the same instrument.

7. Remainder of Agreement Unaffected. In all other respects, the remainder of the Agreement shall remain in full force and effect. Any portion of the Agreement that is inconsistent with this Fourth Amendment is hereby amended to be consistent.

8. Recordation. Licensee, at its cost and expense, shall have the right to record a memorandum of this Fourth Amendment in the Official Records at any time following the execution of this Fourth Amendment by all parties hereto, a copy of which is attached hereto as Exhibit C. In addition, Licensee shall have the right in its discretion, to record the memorandum of this Fourth Amendment to provide record notice of the terms of this Fourth Amendment.

[Signature pages follow]

Licensor and Licensee have caused this Fourth Amendment to be duly executed on the day and year first written above.

**LICENSOR:**  
VALLEY CENTER MUNICIPAL WATER  
DISTRICT, a California municipal water  
district

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Licensor affirms that this Fourth Amendment  
was approved at a duly noticed public  
meeting held on \_\_\_\_\_ 2023

[Licensee Execution Page Follows]

This Fourth Amendment is executed by Licensee as of the date first written above.

**LICENSEE:**

**T-MOBILE WEST TOWER LLC, a  
Delaware limited liability company**

**By: CCTMO LLC, a Delaware limited  
liability company**

**Its: Attorney In Fact**

**By: \_\_\_\_\_**

**Print Name: \_\_\_\_\_**

**Title: \_\_\_\_\_**

**Exhibit A-1**  
**(Legal Description of First Additional License Area)**

THE PORTION OF SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST IN THE CITY OF VALLEY CENTER, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FURTHER DESCRIBED AS FOLLOWS;

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET;

THENCE SOUTH 59°13'36" WEST, 35.05 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 63°03'40" EAST, 15.25 FEET;

THENCE SOUTH 26°56'20" WEST, 10.46 FEET;

THENCE NORTH 63°03'40" WEST, 15.25 FEET;

THENCE NORTH 26°56'20" EAST, 10.46 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 160 SQUARE FEET, OR 0.004 ACRES, MORE OR LESS.

TOGETHER WITH NON-EXCLUSIVE BLANKET RIGHTS FOR ACCESS AND UTILITIES TO AND FROM THE SURVEYED PROPERTY TO KIAVO DRIVE.

**Exhibit A-2**  
**(Legal Description of Premises, as expanded)**

THE PORTION OF SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST IN THE CITY OF VALLEY CENTER, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FURTHER DESCRIBED AS FOLLOWS;

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET TO THE TRUE POINT OF BEGINNING;

THENCE NORTH 64°40'45" EAST, 25.30 FEET;

THENCE SOUTH 25°19'15" EAST, 9.30 FEET;

THENCE SOUTH 64°40'45" WEST, 25.30 FEET;

THENCE NORTH 25°19'15" WEST, 9.30 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH:

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 89°16'35" EAST, 159.76 FEET;

THENCE SOUTH 0°43'25" WEST, 15.85 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 55°17'24" EAST, 17.87 FEET;

THENCE SOUTH 31°32'15" WEST, 9.83 FEET;

THENCE NORTH 55°17'24" WEST, 18.41 FEET;

THENCE NORTH 34°42'36" EAST, 9.81 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH:

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET;

THENCE SOUTH 59°13'36" WEST, 35.05 FEET;

THENCE SOUTH 63°03'40" EAST, 15.25 FEET;

THENCE SOUTH 26°56'20" WEST, 3.16 FEET;

THENCE SOUTH 63°03'40" EAST, 8.93 FEET TO THE RADIUS POINT OF A CIRCULAR LEASE AREA WITH A RADIUS OF 8.14 FEET;

TOGETHER WITH:

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET;

THENCE SOUTH 59°13'36" WEST, 35.05 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 63°03'40" EAST, 15.25 FEET;

THENCE SOUTH 26°56'20" WEST, 10.46 FEET;

THENCE NORTH 63°03'40" WEST, 15.25 FEET;

THENCE NORTH 26°56'20" EAST, 10.46 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 781 SQUARE FEET, OR 0.018 ACRES, MORE OR LESS.

TOGETHER WITH NON-EXCLUSIVE BLANKET RIGHTS FOR ACCESS AND UTILITIES TO AND FROM THE SURVEYED PROPERTY TO KIAVO DRIVE.



**Exhibit B  
(Site Plan)**

[see attached]

LEGEND			
ADDITIONAL LAND	IP / REBAR MONU	TRANSFORMER	
BUILDING	IP / REBAR - MONU - FOUND	TRANSFORMER PAD	
ASPHALT PAVEMENT	CASED MONU	CATCH BASIN	
CONTOUR - MAJOR	CASED MONU - FOUND	INLET	
CONTOUR - MINOR	TRAVERSE POINT	CULVERT	
EASEMENT	SURVEY POINT	UTILITY VAULT	
GUIDERAIL	GRAVEL	MAN-HOLE	
JURISDICTION LINE	DIRT	HAND-HOLE	
PROPERTY LINE	CONCRETE	PULL BOX	
PROPERTY TIE	RETAINING WALL	PEDESTAL	
PARENT PROPERTY	STAIRS	RISER	
TOWER EASEMENT	DOOR / GATE	METER	
RIGHT OF WAY	DOUBLE DOOR / GATE	VALVE	
SETBACK	GATE - SLIDING	CLEANOUT	
TREELINE	SIGNS	JUNCTION BOX	
WETLAND	MAILBOX	PUMP STATION	
RAILROAD TRACKS	COLUMN	UTILITY BOX	
CENTERLINE	UTILITY POLE	CONTROLLER	
ROAD CENTERLINE	GUYED POLE	HVAC	
STREAM	POLE	GENERATOR	
STREAM (DIRECTIONAL)	LIGHTPOLE		
DITCH	BOLLARD		
CHANNEL	FIRE HYDRANT		
FENCE	FLAG POLE		
CABLE TV	SHRUB		
CABLE U.G.	TREE - PALM		
COMBINED SEWER	TREE - CONIFEROUS		
CABLE TV & ELEC	TREE - DECIDUOUS		
CABLE TV & ELEC U.G.	METAL PLATFORM		
CABLE, ELEC & TELE	FUEL TANKS		
CABLE, ELEC & TELE U.G.	TRAFFIC SIGNAL CONTR.		
ELECTRIC	TOPO - HIGH POINT		
ELECTRIC U.G.	TOPO - LOW POINT		
FIBER	PROPERTY TIE		
FIBER U.G.			
GAS			
SEWER			
STORM			
TELEPHONE			
TELEPHONE U.G.			
UNKNOWN UTILITY			
WATER			
BREAKLINE			
MATCH LINE			

# TOWER SURVEY

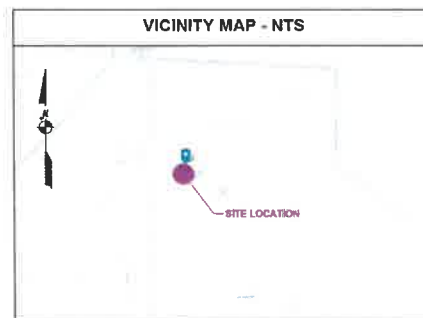
## 827642

### SD954 PARADISE RESERVOIR

27225 KIAVO DRIVE

VALLEY CENTER, CA 92082

SAN DIEGO COUNTY



#### SURVEY PROCEDURES & EQUIPMENT

THE ACCURACY OF THIS SURVEY MEETS OR EXCEEDS THE MINIMUM STANDARDS AS REQUIRED BY CALIFORNIA REQUIREMENTS FOR BOUNDARY SURVEYS.

INSTRUMENTS USED:  
 - TRIMBLE R12 GNSS RECEIVER USING THE SMARTNET VRS NETWORK  
 - TRIMBLE TSC7 SERIES ROBOTIC TOTAL STATION

#### CONTENTS

COVER SHEET
PROPERTY OVERVIEW
EASEMENT OVERVIEW
SITE BOUNDARY
LEGAL DESCRIPTIONS

#### AREA SUMMARY

AREA	SQ. FT.	ACRES
PARENT PARCEL	± 55,312	± 1.27
EXISTING EQUIPMENT LEASE AREA	± 235	± 0.005
NORTH ANTENNA LEASE AREA	± 178	± 0.004
SOUTH ANTENNA LEASE AREA	± 208	± 0.005
FIRST ADDITIONAL LEASE AREA	± 160	± 0.004
TOTAL LICENSE AREA	± 781	± 0.018

#### ABBREVIATIONS

P.O.C.	POINT OF COMMENCEMENT
T.P.O.B.	TRUE POINT OF BEGINNING
P.O.T.	POINT OF TERMINUS
R.O.W.	RIGHT-OF-WAY
C.L.	CENTERLINE

SURVEY PERFORMED FOR EXHIBIT A



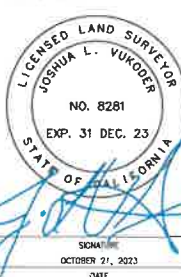
2000 Corporate Drive  
 Canonsburg, PA 15317

SURVEY COORDINATED BY:  
 GEOLINE SURVEYING, INC.  
 12430 NW 12th Terrace, Suite A, Alhambra, FL 32615  
 Tele: (386) 418-0500 | Fax: (386) 462-9058

SURVEY PERFORMED BY:  
 NV5  
 3560 W. MARKET ST., SUITE 200, AKRON, OH 44333  
 Tele: (800) 787-8397 | www.NV5.com

DRAWN BY: EMD | CHK BY: JLV | JOB NO: 5202303586

SURVEYOR'S CERTIFICATION:  
 I HEREBY CERTIFY TO T-MOBILE WEST TOWER LLC, CROWN CASTLE USA INC. INCLUDING ITS PARENTS, SUBSIDIARIES AND AFFILIATED ENTITIES AND WESTCOAST LAND TITLE INSURANCE COMPANY.  
 SURVEYOR NAME: JOSHUA L. VUKOBER  
 CALIFORNIA CERTIFICATE NO. 8281



LEASE AREA ZONING:  
 AGRICULTURE

LEASE AREA FLOOD NOTE:  
 ZONE X OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 08073 CCR00 G, EFFECTIVE MAY 16, 2012, AND IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA.

BASIS OF NORTH:  
 THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED UPON GPS OBSERVATION AND RELATED TO THE CALIFORNIA STATE PLANE COORDINATE SYSTEM - CA ZONE VI - EPSG:2230 - NAD83.

NOTES:  
 1. SURVEY PERFORMED ON 07-11-23.  
 2. DATA PROJECTED IN STATE PLANE COORDINATE SYSTEM CA ZONE VI - EPSG:2230 - NAD83, WITH NAVD83 VERTICAL DATUM.  
 3. BURIED UTILITIES DEPICTED HEREON WERE DETECTED AND MARKED BY OTHERS USING INDIRECT METHODS. NO SUBSURFACE EXCAVATION WAS PERFORMED TO VERIFY THE TYPE AND LOCATION OF THE BURIED UTILITIES DEPICTED HEREON. IT IS POSSIBLE THAT OTHER UTILITIES SERVING THE SUBJECT TOWER SITE EXIST THAT WENT UNDETECTED AS A PART OF THIS SURVEY.  
 4. ALL VISIBLE TOWER EQUIPMENT AND IMPROVEMENTS ARE CONTAINED WITHIN THE DESCRIBED AREA, UNLESS OTHERWISE NOTED HEREON.  
 5. NOT ALL SYMBOLS ARE DEPICTED TO SCALE.  
 6. THIS SURVEY DOES NOT REPRESENT A BOUNDARY SURVEY OF THE PARENT PARCEL.

REV	DATE	DESCRIPTION	DRWN
01	07-17-23	FIRST DRAFT	EMD
02	07-24-23	LEASES	EMD
03	10-31-23	LEGAL DESCRIPTIONS	EMD

SITE INFORMATION:  
 Name SD954 PARADISE RESERVOIR  
 BUN 827642  
 Address 27225 KIAVO DRIVE  
 VALLEY CENTER, CA 92082  
 County SAN DIEGO COUNTY

SITE LOCATED IN:  
 SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST

## TOWER SURVEY

SHEET TITLE: COVER SHEET

## EXHIBIT A

## AREA SUMMARY

AREA	SQ. FT.	ACRES
PARENT PARCEL	± 55,312	± 1.27
EXISTING EQUIPMENT LEASE AREA	± 235	± 0.005
NORTH ANTENNA LEASE AREA	± 178	± 0.004
SOUTH ANTENNA LEASE AREA	± 208	± 0.005
FIRST ADDITIONAL LEASE AREA	± 160	± 0.004
TOTAL LICENSE AREA	± 781	± 0.018

## PROPERTY INFORMATION

## PARENT PARCEL

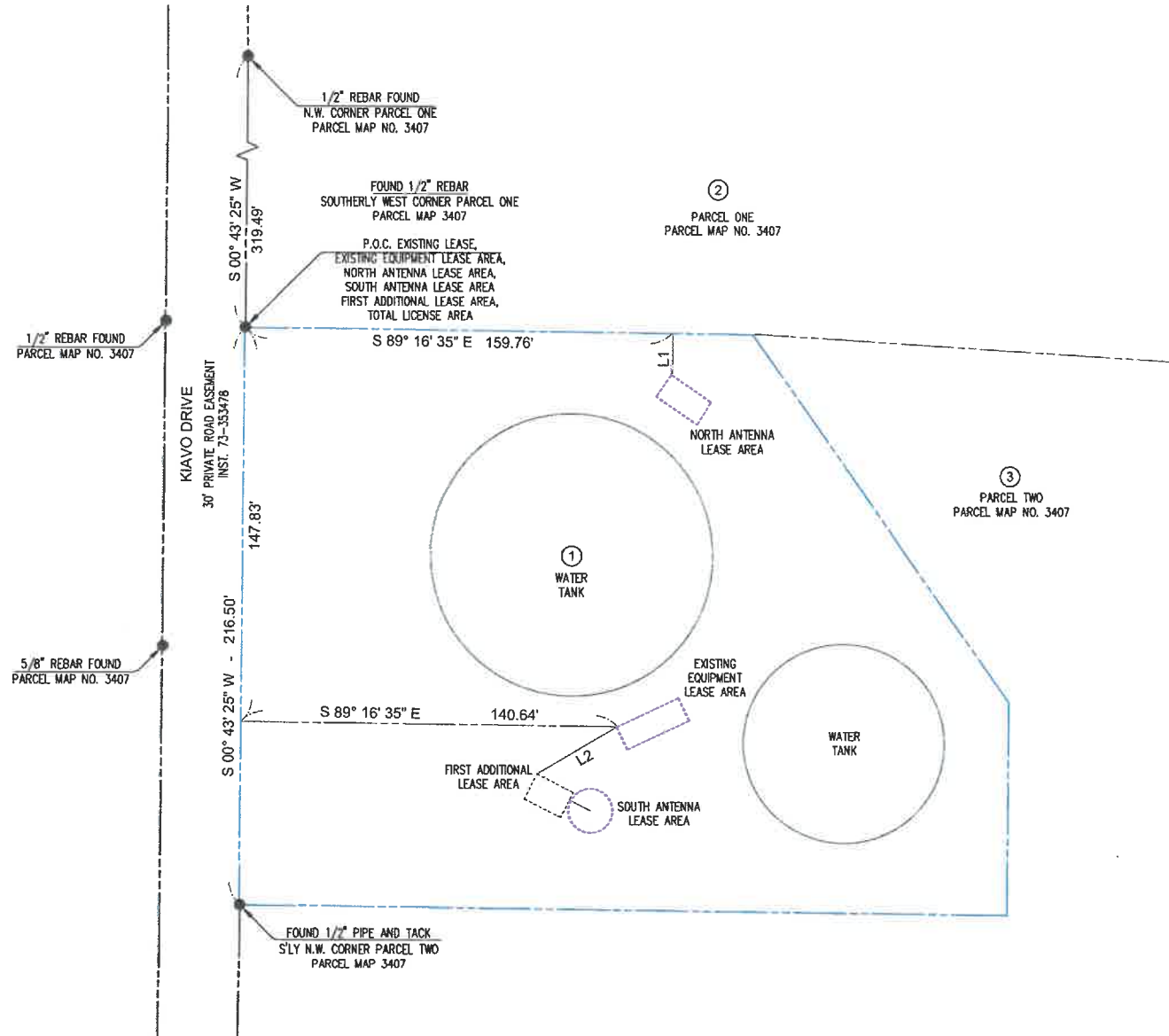
① OWNER: VALLEY CENTER MUNICIPAL  
WATER DISTRICT  
DEED: 1970-94653  
APN: 189-290-02-00  
27225 KIAVO DRIVE  
VALLEY CENTER, CA 92082

## ADJACENT PARCELS

② PAMALA L REITER  
APN: 189-290-35-00  
③ MARIO & ROSA CARRERA  
APN: 189-290-26-00

## Line Table

Line	Direction	Length
L1	S 00° 43' 25" W	15.85'
L2	S 59° 13' 36" W	35.05'



## SURVEY PERFORMED FOR:

**CROWN CASTLE** 2000 Corporate Drive  
Canonsburg, PA 15317

REV	DATE	DESCRIPTION	DRWN
01	07-17-23	FIRST DRAFT	EMD
02	07-24-23	LEASING	EMD
03	10-31-23	LEGAL DESCRIPTIONS	EMD

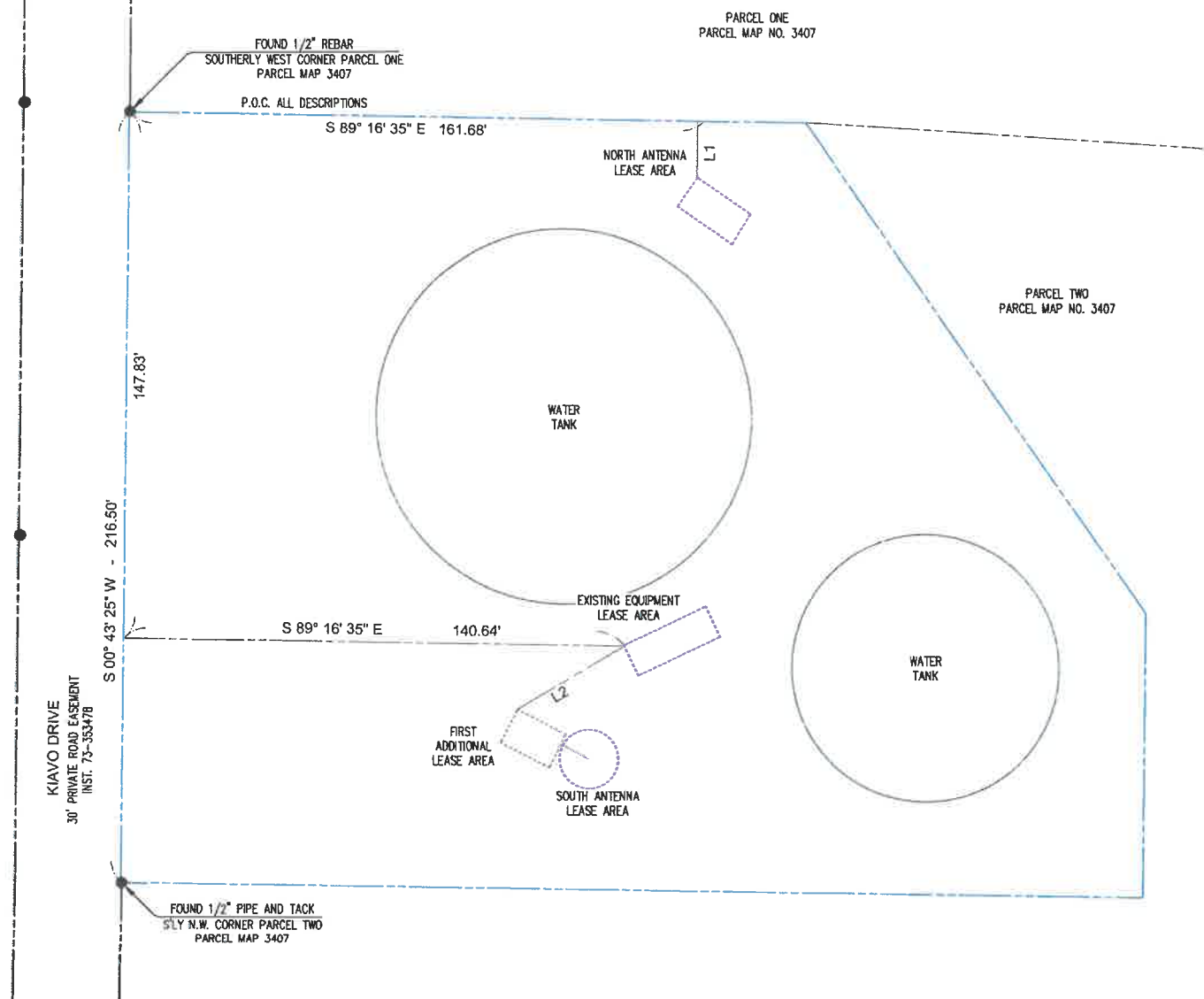
## SITE INFORMATION:

Name: SD954 PARADISE RESERVOIR  
BUN: 827642  
Address: 27225 KIAVO DRIVE  
VALLEY CENTER, CA 92082  
County: SAN DIEGO COUNTY

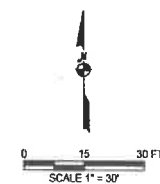
SITE LOCATED IN:  
SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST

## TOWER SURVEY

SHEET: PROPERTY OVERVIEW



Line Table		
Line	Direction	Length
L1	S 00° 43' 25" W	15.85'
L2	S 59° 13' 36" W	35.05'



SURVEY PERFORMED FOR:

**CROWN CASTLE** 2000 Corporate Drive  
Canonsburg, PA 15317

REV	DATE	DESCRIPTION	DRWN
01	07-17-23	FIRST DRAFT	EMO
02	07-24-23	LEASES	EMO
03	10-31-23	LEGAL DESCRIPTIONS	EMO

## SITE INFORMATION:

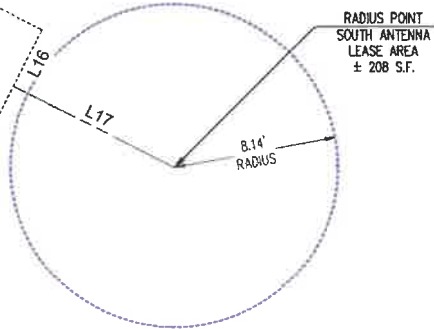
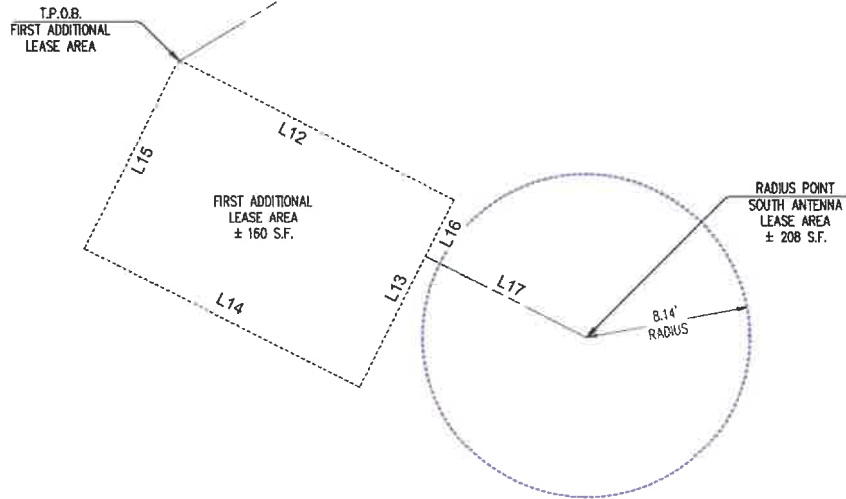
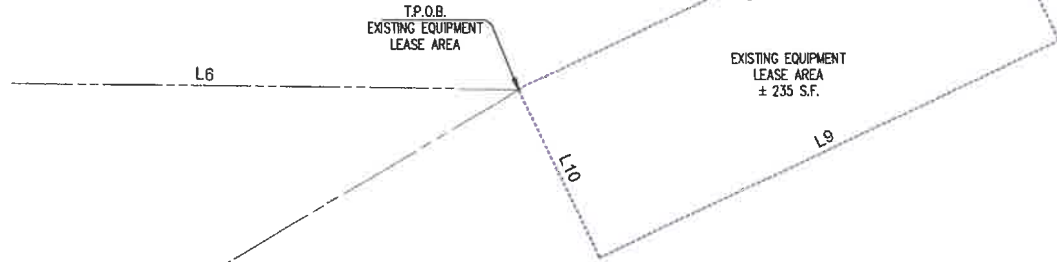
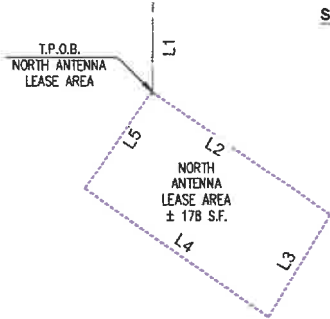
Name SD954 PARADISE RESERVOIR  
BUN 827842  
Address 27225 KIAVO DRIVE  
VALLEY CENTER, CA 92082  
County SAN DIEGO COUNTY

SITE LOCATED IN:  
SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST

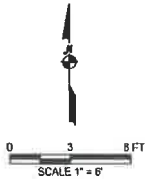
**TOWER SURVEY**


SHEET: EASEMENT ACCESS OVERVIEW

SCALE 1" = 10'



Line Table		
Line	Direction	Length
L1	S 00° 43' 25" W	15.85'
L2	S 55° 17' 24" E	17.87'
L3	S 31° 32' 15" W	9.83'
L4	N 55° 17' 24" W	18.41'
L5	N 34° 42' 36" E	9.81'
L6	S 89° 16' 35" E	140.64'
L7	N 64° 40' 45" E	25.30'
L8	S 25° 19' 15" E	9.30'
L9	S 64° 40' 45" W	25.30'
L10	N 25° 19' 15" W	9.30'
L11	S 59° 13' 36" W	35.05'
L12	S 63° 03' 40" E	15.25'
L13	S 26° 56' 20" W	10.46'
L14	N 63° 03' 40" W	15.25'
L15	N 26° 56' 20" E	10.46'
L16	S 26° 56' 20" W	3.16'
L17	S 63° 03' 40" E	8.93'



SURVEY PERFORMED FOR:			
		2000 Corporate Drive Canonsburg, PA 15317	
REV	DATE	DESCRIPTION	DRWN
01	07-17-23	FIRST DRAFT	EMD
02	07-24-23	LEASES	EMD
03	10-31-23	LEGAL DESCRIPTIONS	EMD
SITE INFORMATION:			
Name	SD954 PARADISE RESERVOIR		
BUN	827642		
Address	27225 KIAVO DRIVE VALLEY CENTER, CA 92082		
County	SAN DIEGO COUNTY		
SITE LOCATED IN:			
SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST			
<b>TOWER SURVEY</b>			
SHEET: SITE BOUNDARY			

**Exhibit C  
(Memorandum of Fourth Amendment)**

PREPARED BY AND RECORDING  
REQUESTED BY:

Weiss Brown, PLLC  
6263 N. Scottsdale Rd., Suite 340  
Scottsdale, AZ 85250

WHEN RECORDED MAIL TO:

T-Mobile West Tower LLC  
c/o Post Closing – Recording  
8020 Katy Freeway  
Houston, TX 77024

Space above this line for Recorder's Use

A.P.N. 189-290-02-00

Prior recorded document(s) in San Diego County, California:  
November 22, 2004 at #2004-1104249  
January 24, 2020 at #2020-0039457

MEMORANDUM OF FOURTH AMENDMENT TO  
COMMUNICATIONS SITE LICENSE AGREEMENT

This document is exempt from the \$75 Building Homes and Jobs Act Fee (per Government Code §27388.1) because:

- ☐ Document is a transfer of real property subject to the imposition of transfer tax
- ☐ Document is a transfer of real property that is a residential dwelling to an owner-occupier
- ☐ Document is recorded in connection with an exempt transfer of real property (i.e., subject to transfer tax or owner-occupied). If not recorded concurrently, provide recording date and document number of related transfer document:

Recording date \_\_\_\_\_ Document Number \_\_\_\_\_

- ☐ The \$225 per transaction cap is reached
- ☐ Document is not related to real property

Site Name: SD954 Paradise Reservoir  
Business Unit #: 827642

Page 1

Documentary Transfer Tax \$ \_\_\_\_\_  
 \_\_\_\_\_ Computed on full value of property  
 \_\_\_\_\_ Computed on full value less liens and  
 encumbrances remaining at time of sale  
 \_\_\_\_\_ Computed on full value of lease surpassing the  
 35 year term limit \_\_\_\_\_  
 \_\_\_\_\_ Computed on leased area of the property  
 City of \_\_\_\_\_ Unincorporated \_\_\_\_\_  
 \_\_\_\_\_  
 Signature of Declarant or agent – Firm Name

This Memorandum of Fourth Amendment to Communications Site License Agreement is dated as of the date of Licensor's signature, and made effective as of the date of execution by the last party hereto to sign ("Effective Date") by and between VALLEY CENTER MUNICIPAL WATER DISTRICT, a California municipal water district (hereinafter referred to as "Licensor") and T-MOBILE WEST TOWER LLC, a Delaware limited liability company, by and through its Attorney In Fact, CCTMO LLC, a Delaware limited liability company (hereinafter referred to as "Licensee").

1. Licensor and Pacific Bell Wireless LLC ("Original Licensee") entered into a Communications Site License Agreement dated September 15, 2003, a memorandum of which was recorded in the official records of San Diego County, California ("Official Records") on November 22, 2004 at Instrument No. 2004-1104249 (the "Original Agreement") whereby Original Licensee licensed certain real property, together with access and utility easements, located in San Diego County, California from Licensor (the "Premises"), all located within certain real property owned by Licensor ("Licensor's Property"). Licensor's Property, of which the Premises is a part, is more particularly described on Exhibit B attached hereto.

2. the Original Agreement was amended by that certain First Amendment to License Agreement dated March 31, 2006 ("First Amendment"), by that certain Second Amendment to Communications Site License Agreement dated November 16, 2016 ("Second Amendment"), and by that certain Third Amendment to Communications Site License Agreement dated November 6, 2019, a memorandum of which was recorded in the Official Records on January 24, 2020 at Instrument No. 2020-0039457 ("Third Amendment") (hereinafter the Original Agreement and all subsequent amendments are collectively referred to as the "Agreement").

3. T-Mobile West Tower LLC is currently the Licensee under the Agreement as successor in interest to the Original Licensee.

4. The Agreement had an initial term that commenced on March 1, 2004 and expired on February 28, 2009. The Agreement, as amended, provides for five (5) extensions of two (2) years each, all five (5) of which have been exercised by Licensee, followed by five (5) extensions of five (5) years each, one (1) of which was exercised by Licensee (each extension is referred to as a "Renewal Term"). According to the Agreement, the final Renewal Term expires February 28, 2044.

5. Licensor and Licensee have entered into a Fourth Amendment to Communications Site License Agreement (the "Fourth Amendment"), of which this is a Memorandum, wherein the Premises was expanded by an additional area of one hundred sixty (160) square feet. A metes and bounds description of the Premises, as expanded, is attached hereto as Exhibit A.

6. The terms, covenants and provisions of the Fourth Amendment shall extend to and be binding upon the respective executors, administrators, heirs, successors and assigns of Licensor and Licensee.

7. This Memorandum does not contain the social security number of any person.

8. A copy of the Fourth Amendment is on file with Licensor and Licensee.



IN WITNESS WHEREOF, hereunto and to duplicates hereof, Licensor and Licensee have caused this Memorandum to be duly executed on the day and year first written above.

**LICENSOR:**

VALLEY CENTER MUNICIPAL WATER DISTRICT, a California municipal water district

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF \_\_\_\_\_ )  
 ) ss:  
 COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_, 2023 before me, \_\_\_\_\_ (insert name and title of the officer), personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, on the oath of \_\_\_\_\_ or \_\_\_\_\_ through \_\_\_\_\_ (description of identity card or other document) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of \_\_\_\_\_ that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
 Signature of Notary Public

[Seal]

**LICENSEE:**

T-MOBILE WEST TOWER LLC, a Delaware limited liability company

By: CCTMO LLC, a Delaware limited liability company  
Its: Attorney In Fact

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF \_\_\_\_\_ )  
 ) ss:  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_, 2023 before me, \_\_\_\_\_ (insert name and title of the officer), personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, on the oath of \_\_\_\_\_ or \_\_\_\_\_ through \_\_\_\_\_ (description of identity card or other document) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of \_\_\_\_\_ that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature of Notary Public

[Seal]

**EXHIBIT A**  
**(Legal Description of Premises)**

THE PORTION OF SECTION 24, TOWNSHIP 11 SOUTH, RANGE 1 WEST IN THE CITY OF VALLEY CENTER, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FURTHER DESCRIBED AS FOLLOWS;

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET TO THE TRUE POINT OF BEGINNING;

THENCE NORTH 64°40'45" EAST, 25.30 FEET;

THENCE SOUTH 25°19'15" EAST, 9.30 FEET;

THENCE SOUTH 64°40'45" WEST, 25.30 FEET;

THENCE NORTH 25°19'15" WEST, 9.30 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH:

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 89°16'35" EAST, 159.76 FEET;

THENCE SOUTH 0°43'25" WEST, 15.85 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 55°17'24" EAST, 17.87 FEET;

THENCE SOUTH 31°32'15" WEST, 9.83 FEET;

THENCE NORTH 55°17'24" WEST, 18.41 FEET;

THENCE NORTH 34°42'36" EAST, 9.81 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH:

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET;

THENCE SOUTH 59°13'36" WEST, 35.05 FEET;

THENCE SOUTH 63°03'40" EAST, 15.25 FEET;

THENCE SOUTH 26°56'20" WEST, 3.16 FEET;

THENCE SOUTH 63°03'40" EAST, 8.93 FEET TO THE RADIUS POINT OF A CIRCULAR LEASE AREA WITH A RADIUS OF 8.14 FEET;

TOGETHER WITH:

COMMENCE AT A FOUND 1/2" REBAR AT THE SOUTHERLY WEST CORNER OF PARCEL ONE AS SHOWN ON THAT PARCEL MAP 3407 OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY,

THENCE SOUTH 0°43'25" WEST, 147.83 FEET;

THENCE SOUTH 89°16'35" EAST, 140.64 FEET;

THENCE SOUTH 59°13'36" WEST, 35.05 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 63°03'40" EAST, 15.25 FEET;

THENCE SOUTH 26°56'20" WEST, 10.46 FEET;

THENCE NORTH 63°03'40" WEST, 15.25 FEET;

THENCE NORTH 26°56'20" EAST, 10.46 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 781 SQUARE FEET, OR 0.018 ACRES, MORE OR LESS.

TOGETHER WITH NON-EXCLUSIVE BLANKET RIGHTS FOR ACCESS AND UTILITIES TO AND FROM THE SURVEYED PROPERTY TO KIAVO DRIVE.

**EXHIBIT B**  
**(Legal Description of Licensor's Property)**

The following described real property in the County of San Diego, State of California:

In Fee Simple that portion of the Southeast Quarter of the Northeast Quarter of Section 24, Township 11 South, Range 1 West, San Bernardino Meridian, in the unincorporated area of the County of San Diego, State of California, according to Official Plat thereof, described as follows:

Beginning at a point on the West line of said Southeast Quarter of Northeast Quarter, distant thereon, South  $0^{\circ}43'17''$  West 321.01 feet from the Northwest Corner of said Southeast Quarter of Northeast Quarter; thence along said West line, South  $0^{\circ}43'17''$  West 216.50 feet; thence at right angles to said West line, South  $89^{\circ}16'43''$  East 317.00 feet; thence parallel with the West line of said Southeast Quarter of Northeast Quarter, North  $0^{\circ}43'17''$  East 80.00 feet; thence North  $34^{\circ}40'38''$  West 167.45 feet to a line which bears South  $89^{\circ}16'43''$  East from the point of beginning; thence North  $89^{\circ}16'43''$  West 220.00 feet to the point of beginning.

**December 4, 2023**

**TO: Honorable President and Board of Directors**

**FROM: Gary T. Arant, General Manager**

**SUBJECT: REVIEW THE FINAL DRAFT OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2022-23**

**PURPOSE:**

The following reports for Fiscal Year 2022-23 are presented for your review:

- Annual Comprehensive Financial Report (ACFR), including the Independent Auditor's Report;
- Independent Accountants Report for the Agreed Upon Procedures to the Appropriations Limit Worksheet;
- Communication with those charged with governance; and
- Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

**SUMMARY:**

**Annual Comprehensive Financial Report**

The Annual Comprehensive Financial Report (ACFR) will be presented at today's meeting. A complete ACFR consists of three parts: (1) the Introduction discussing the activity of the District during 2022-23, (2) the center Financial Section which is our financial statements, including Management's Discussion and Analysis, and (3) the Statistical Section which is an accumulation of statistics that provide a financial history of the District over the last ten years.

Finance Department staff compiled the report and it is being submitted to the Government Finance Officers Association for their review. We believe it conforms to the requirements of the Certificate of Achievement for Excellence in Financial Reporting and that we will receive the Certificate for the thirty-second year in a row.

Shannon Ayala of the audit firm of Davis Farr, LLP will be present. They have completed the audit of the District's financial condition as of June 30, 2023, and of the results of operations for the fiscal year then ended. The purpose of the audit is to form an opinion on whether or not the records maintained by the District, and the accounting principles followed, result in financial statements that are free of any material misstatement. In the report prepared for the District, the auditors express an unmodified (or clean) opinion, in that the statements present fairly in all material respects, the financial position of the District as of June 30, 2023, and the changes in financial position and cash flows for the year then ended in accordance with generally accepted accounting principles.

## **Appropriations Limit Worksheet**

Davis Farr's Independent Auditor's Report on Applying Agreed Upon Procedures to the Appropriations Limit Worksheet shows compliance with Article XIII B of the California Constitution. While this law limits the annual increase in the property taxes public agencies can receive, the District receives less than one-half the limit provided.

## **Communication with Those Charged with Governance**

Davis Farr's Communication with those charged with governance letter is included. The letter outlines their responsibility in relation to the financial statement audit, the scope of the audit, compliance with all ethics requirements regarding independence and various other matters that they are required to advise you of regarding their audit.

## **Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards**

The purpose of Davis Farr's Report on Internal Control is solely to describe the scope of their testing of internal control over financial reporting and compliance and the results of that testing.

## **RECOMMENDATION:**

Receive and file the Independent Auditor's Report on the District and the Fiscal Year 2022-23 Annual Comprehensive Financial Report and Agreed Upon Procedures to the Appropriations Limit Worksheet.

**REVIEWED BY:**

  
\_\_\_\_\_  
**James V. Pugh**  
*Director of Finance & Administration*

**APPROVED BY:**

  
\_\_\_\_\_  
**Gary T. Arant**  
*General Manager*

**PREPARED BY:**

  
\_\_\_\_\_  
**Vanessa Velasquez**  
*Manager of Accounting*

To the Board of Directors  
Valley Center Municipal Water District  
Valley Center, California

We have audited the financial statements of the Valley Center Municipal Water District ("the District") as of and for the year ended June 30, 2023 *and* have issued our report thereon dated November 22, 2023. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated April 10, 2023, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

We identified self-review threats to independence as a result of non-attest services provided. Those non-attest services included the preparation of the financial statements and recording journal entries detected during the audit process. To mitigate the risk, management has compared the draft financial statements and footnotes to the underlying accounting records to verify accuracy and has reviewed a disclosure checklist to ensure footnotes are complete and accurate.



Additionally, we utilize a quality control reviewer to perform a second review of journal entries and the financial statements. We believe these safeguards are sufficient to reduce the independence threats to an acceptable level.

### **Significant Risks Identified**

We have identified implementation of Governmental Accounting Standards Board No. 96 – Subscription Based IT as a significant risk. We compared the terms of the agreements to the information included in the calculation of the leases payable.

We have identified capital assets as a significant risk due to the significance of the balance. As a result, we ensured that asset additions are properly recorded and removed from construction in progress when completed. We reviewed 56% of the construction in progress balance to ensure projects were in fact, still in process and appropriately classified.

### **Qualitative Aspects of the Entity's Significant Accounting Practices**

#### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 1 to the financial statements. As described in Note 11 to the financial statements, the District changed accounting policies related to Subscription Based IT by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 96, Subscription Based IT, in the fiscal year 2023. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

#### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

- Management's estimate of which capital projects represent ordinary maintenance activities necessary to keep an asset operational for its originally intended useful life versus significant improvement, replacement, and life extending projects that should be capitalized as additions to capital assets is based on management's knowledge of the assets and their useful lives. We evaluated the key factors and assumptions used to develop the amounts added to capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of transactions related to net pension liabilities based on actuarial information. We evaluated the key factors and assumptions used to develop the amounts by the actuary and determined that it is reasonable in relation to the financial statements taken as a whole.

- Management's estimate of transactions related to net OPEB liabilities based on actuarial information. We evaluated the key factors and assumptions used to develop the amounts by the actuary and determined that it is reasonable in relation to the financial statements taken as a whole.

#### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the District's financial statements were:

- The disclosure of pensions in note 8 of the financial statements.
- The disclosure of OPEB in note 9 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

#### **Significant Unusual Transactions**

For the purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. There were no significant unusual transactions identified as a result of our audit procedures.

#### **Identified or Suspected Fraud**

We have not identified or have obtained information that indicates that fraud may have occurred.

#### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

#### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no uncorrected misstatements that we identified as a result of our audit procedures.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were no such misstatements.

**Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

**Circumstances that Affect the Form and Content of the Auditor's Report**

For the purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. There were none.

**Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated November 22, 2023.

**Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

**Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District's auditors.

*Restriction on Use*

This report is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

*DavisFarr LLP*

Irvine, California  
November 22, 2023

## **INDEPENDENT ACCOUNTANT'S REPORT**

Valley Center Municipal Water District  
Valley Center, California

We have performed the procedures enumerated below on Valley Center Municipal Water District ("the District") appropriations limit worksheets for compliance with the requirements of Section 1.5 of Article XIII B of the California Constitution for the year ended June 30, 2023. The District is responsible for compliance with Section 1.5 of Article XIII B of the California Constitution.

The District has agreed to and acknowledged that these procedures are appropriate to meet the intended purpose of evaluating compliance with the requirements of Section 1.5 of Article XIII B of the California Constitution and the League of California Cities publication entitled *Article XIII B Appropriations Limitation Uniform Guidelines* for the year ended June 30, 2023. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are as follows:

1. We obtained the worksheets referred to above and compared the limit and annual adjustment factors included in those worksheets to the limit and annual adjustment factors that were adopted by resolution of the Board of Directors. We also compared the population and inflation options included in the aforementioned worksheets to those that were selected by a recorded vote of the Board of Directors.

Results: No exceptions were noted as a result of our procedures.

2. We recalculated the mathematical computations reflected in the District's worksheets.

Results: No exceptions were noted as a result of our procedures.

3. We compared the current year information used to determine the current year limit and agreed it to worksheets prepared by the District and to information provided by the State Department of Finance.

Results: No exceptions were noted as a result of our procedures.

4. We compared the amount of the prior year appropriations limit presented in the worksheets to the amount adopted by the Board of Directors for the prior year.

Results: No exceptions were noted as a result of our procedures.

Valley Center Municipal Water District  
Valley Center, California  
Page Two

We were engaged by the District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively on the worksheets referred to above. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. No procedures have been performed with respect to the determination of the appropriation limit for the base year, as defined by the League publication entitled *Article XIII B Appropriations Limitation Uniform Guidelines*.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Management of Valley Center Municipal Water District and is not intended to be, and should not be, used by anyone other than the specified party.

*DavisFarr LLP*

Irvine, California  
November 22, 2023

**Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards**

Board of Directors  
Valley Center Municipal Water District  
Valley Center, California

**Independent Auditor's Report**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities, and the aggregate remaining fund information of Valley Center Municipal Water District ("the District"), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated November 22, 2023.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

DavisFarrLLP

Irvine, California  
November 22, 2023

**December 4, 2023**

**TO: Honorable President and Board of Directors**

**FROM: Gary Arant, General Manager**

**SUBJECT: RANCHO CALIFORNIA WATER DISTRICT EXPANDED “CROP SWAP” PROGRAM PRESENTATION AND REQUEST FOR AUTHORIZATION FOR DISTRICT PARTICIPATION**

**PURPOSE:**

To provide a presentation on the expanded Rancho California Water District “CropSWAP” Program and seek Board authorization to participate with other North San Diego County water agencies.

**SUMMARY:**

Valley Center Municipal Water District has a long history of initiating and then participating in various programs to assist and sustain agriculture in its service area. These efforts go back to the early 1990s in response to the water supply cutbacks due to the 1991-92 Drought and have carried forward to today. District efforts have been coordinated with funding from the San Diego County Water Authority under its water use efficiency programs through the 1990s, 2000s, and through to today. VCMWD was also instrumental in helping to secure a \$1.5 million Regional Conservation Participation Program (RCPP) Grant to fund water efficiency evaluations and access to on-farm improvement funding for our local growers through the Natural Resources Conservation Service (NRCS). Though the volume of agriculture water demand continues to decline in the District (down to 7,415 AF or 57% of all deliveries for FY 2022-23 compared to 18,786 AF or 69% of all deliveries in 2012-13), much of what remains can be attributed to funding secured by VCMWD, as well as ongoing support and efforts to secure agricultural water rates through the SDCWA Permanent Agricultural Water Rate Program (PSAWR).

**CropSWAP Expansion**

Recently, VCMWD, along with several other North San Diego County water agencies (Fallbrook PUD, Rainbow MWD, City of Escondido, City of Oceanside, and Yuima MWD), was presented with an opportunity to participate in the Rancho California Water District expanded CropSWAP (Sustainable Water for Agricultural Production) Program. Rancho has successfully conducted a CropSWAP Program within its boundaries since 2016, funding efforts of growers to switch to lower water use, and more financially sustainable crops. Recently, Rancho secured a \$4.25 million Department of Water Resources Grant to expand the program scope and reach of CropSWAP beyond its boundaries and is offering participation to water agencies within San Diego County.

As an expanded program, Crop Swap offers financial incentives for various agricultural enhancement efforts, including:

**Crop Upgrades:**

- Crop Conversion – Switch to lower water use crops;
- Avocado Rootstock Upgrade – Switch to drought and disease-resistant rootstock; and
- Crop Rejuvenation – Avocado tree stumping, crop revival, etc.



**Irrigation Upgrades:**

- Uniformity Improvements – Pipes, sprinklers, pressure regulators, etc.;
- Soil Moisture Sensors – Either manual or automated; and
- Scheduling Information – Remote valve control based on real-time data.

**Regenerative Agricultural Best Management Practices BMPs):**

- Nutrient Management – Direct fertilization systems;
- Mulching – Apply to 4” depth; and
- Cover Crops – Nutrient fixation and weed abatement.

**CropSWAP** provides new financial avenues for growers and will also supplement existing RCPP funding through the NRCS.

**VCMWD Participation**

As presented, Ranch California Water District will administer CropSWAP from an administrative and implementation standpoint, providing financial services, marketing, and on-site compliance inspections. Participating agencies, such as VCMWD, will assist in marketing and outreach within each agency’s respective service areas.

Rancho has also requested a \$25,000 per agency buy-in to help defer initial start-up costs for the expanded program.

**Conclusion**

Though smaller in scale, commercial agriculture continues to be important to the character of the VCMWD Service Area as well as the overall function of the District. Financial pressures continue to mount on growers from labor costs, regulatory requirements, and water costs; providing financial assistance to help deal with these issues will be beneficial to all concerned. Accessing a portion of the CropSWAP programs to the benefit of our growers, our community, and our agency is recommended.

**RECOMMENDATION:**

After review and discussion, if so desired, authorize staff to execute necessary agreements, subject to review by the District General Counsel, to join the Rancho California Water District CropSWAP Program, and appropriate \$25,000 in General Fund Reserves to provide the up-front participation costs.

**SUBMITTED BY:**



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**Gary Arant**  
*General Manager*

**December 4, 2023**

**TO: Honorable President & Board of Directors**

**FROM: Gary T. Arant, General Manager**

**SUBJECT: MOOSA CLARIFIER NO. 2 UPGRADES PROJECT – SOLE SOURCE  
AWARD OF EQUIPMENT PRE-PURCHASE FROM WESTECH  
ENGINEERING, LLC.**

**PURPOSE:**

Request Board of Directors adopt Resolution No. 2023-43 designating Westech Engineering, LLC ("Westech") as the sole source vendor for clarifier mechanical equipment at the Lower Moosa Canyon Water Reclamation Facility ("Moosa") and authorizing staff to pre-purchase the mechanical equipment from Westech for the Clarifier No. 2 Upgrade Project ("Project").

**SUMMARY:**

This pre-purchase request is to replace and upgrade the aging Moosa Clarifier No. 2 mechanical equipment. Similar to Clarifier No. 1, Clarifier No. 2's mechanical equipment was installed in the mid-1970s and needs to be replaced and upgraded. The mechanical equipment consists of the rake arms, column support, motor, scum collector, suction piping, and bridge. To reduce costs and minimize the construction schedule, the District plans to pre-purchase the mechanical equipment for the Project and bid the contract for the installation of the equipment separately. By pre-purchasing the equipment, the District will save costs by eliminating the contractor's typical 15% markup on the purchase of the equipment and shorten the contract time needed for installation. The receipt of bids for installing the clarifier equipment will be scheduled during the estimated 20 weeks required for production and delivery of the equipment, such that the award of the installation contract will occur just before delivery. By eliminating the long lead time on the equipment, contractors can better estimate the installation cost and provide more competitive bids.

After soliciting bids from manufacturers, the District pre-purchased the Clarifier No. 1 replacement mechanical equipment from Westech. That equipment is currently being installed and will be operational by the end of December 2023. Standardizing on equipment manufacturers will maintain equipment continuity, resulting in more efficient operation and maintenance at District facilities. Staff recommends pre-purchasing the mechanical equipment for Clarifier No. 2 from Westech. Staff requested a quote from Westech to provide an identical system for Clarifier No. 2. The first system was purchased for \$143,159 plus tax (quote dated 2/24/2022), and the second system's proposed cost is \$155,401 plus tax (quote dated 11/9/2023). The price increase for the second system is 8.5% higher than the first. The Consumer Price Index for the San Diego Region and the Engineering News Record Construction Cost Index for Los Angeles over

the same time period have increased 10.2% and 16.2%, respectively, indicating WesTech's quote is reasonable and consistent with current inflationary cost increases.

Public Contract Code section 3400 allows the District to specify "sole source" materials, products, brands, or trade names in its specifications for public works projects if the District makes a finding designating certain materials, products, things, or services by specific brand or trade name for the statutorily enumerated purposes. Public Contract Code section 3400(c)(2) permits a sole source if done in order to match other products in use on a particular public improvement either completed or in the course of completion. Based on the District's extensive research and authorization pursuant to Public Contract Code section 3400(c)(2), staff has determined that it is appropriate to sole source the clarifier equipment from WesTech for this Project.

**Funding**

Funding for the clarifier upgrades was included in the FY 2023-2024 Annual Budget and is sufficient for the project. The following table is a summary of the current Project Budget:

Project Budget	Current Project Budget
Staff	\$50,000
Inspection (WesTech)	\$15,000
Pre-Purchase Equipment	\$170,000
Construction	\$300,000
Miscellaneous	\$5,000
Contingency	\$60,000
Total Project	\$600,000

With tax, the total cost of the equipment would be approximately \$167,500, 1.5% below the \$170,000 amount originally budgeted for the equipment.

## Schedule

The following table summarizes the Project Schedule.

Board Approval	December 4, 2023
Process Purchase Order	December 2023
Contractor Selection	April – May 2024
Procurement of Equipment	January - May 2024 (20 weeks)
Installation/Startup	June – September 2024 (16 weeks)

## RECOMMENDATION:

Staff recommends the Board of Directors adopt Resolution No. 2023-43 designating WesTech Engineering, LLC as the sole source vendor for clarifier mechanical equipment at Moosa, accepting WesTech's quote in the amount of \$155,401 plus tax, and authorizing the purchase the replacement mechanical equipment for the Clarifier No. 2 Upgrade Project.

## PREPARED BY:



**Wally Grabbe, P.E.**  
**District Engineer**

## SUBMITTED BY:



**Gary T. Arant**  
**General Manager**

## Attachments:

WesTech Engineering, LLC's Quote dated 11/9/2023  
Resolution No. 2023-43

3665 South West Temple, Salt Lake City, UT 84115  
Phone: 801.265.1000

Job Name: Lower Moosa WRF Direct  
WesTech Job No: 24710A  
Customer: Fernando Carrillo  
Customer Contact: 760-735-4579  
WesTech Contact: Travis Jenkins  
WesTech Email: [TJENKINS@westech-inc.com](mailto:TJENKINS@westech-inc.com)

Ref. PO/Contract: 24710  
Cust. Job No:  
Revision No: 1  
Date: 10/20/2023  
Validity Period: 30 days

**SCOPE**

Item	Description of Change and Statement of Reason	Net Price (USD)
A-1	Complete COPC1G Clarifier Mechanism Replacement for One (1) 33' Diameter Tank. All component sizing will be based on Job 24710A Steel will be coated with 15 mils of paint before shipment to jobsite. No submittal included in pricing, exact replica of tank currently getting installed. Customer assumes all responsibility of existing clarifier size.	\$155,401.00
Payment Terms	50% Release for Fabrication, 50% Shipment	
Freight Terms	FSP-FFA - FOB Shipping Point - Full Freight to Jobsite (USA ONLY)	Included
Freight Terms	Jobsite to Lower Moosa jobsite. Buyer to Unload.	
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included
	<b>Total, Excluding Taxes If Applicable</b>	<b>\$155,401.00</b>

**TERMS**

- (1) Unless specifically identified above or attached to the contrary, this Job Change Order does not impact Terms and Conditions for the Purchase of Goods and Services of the Existing Agreement.
- (2) Any added equipment will ship 24 to 26 weeks of purchase
- (3) This change adds an additional 168-182 days to the project schedule.
- (4) This order is subject to all specifications above as well as attachments included.

**AUTHORIZATION****Fernando Carrillo****WesTech Engineering, LLC.**

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

## **RESOLUTION NO. 2023-43**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER MUNICIPAL WATER DISTRICT DESIGNATING WESTECH ENGINEERING, LLC AS THE SOLE SOURCE VENDOR FOR CLARIFIER MECHANICAL EQUIPMENT FOR THE LOWER MOOSA CANYON WATER RECLAMATION FACILITY AND AUTHORIZING THE PRE-PURCHASE OF CLARIFIER MECHANICAL EQUIPMENT FOR THE CLARIFIER NO. 2 UPGRADES PROJECT**

WHEREAS, the District desires to pre-purchase replacement mechanical equipment for the Lower Moosa Canyon Water Reclamation Facility (Moosa) Clarifier No. 2 Upgrade Project ("Project");

WHEREAS, the District had previously received bids and pre-purchased clarifier mechanical equipment from WesTech Engineering, LLC (WesTech) for the Moosa Clarifier No. 1 Project;

WHEREAS, the District has two clarifiers at the Moosa Facility and desires to standardize the clarifier mechanical equipment to allow for continuity of design and more efficient operation and maintenance of the clarifiers;

WHEREAS, Public Contract Code section 3400 allows the District to specify "sole source" materials, products, brands, or trade names in its specifications for public works projects if the District makes a finding designating certain materials, products, things, or services by specific brand or trade name for the statutorily enumerated purposes;

WHEREAS, Public Contract Code section 3400(c)(2) permits such a sole source in order to match other products in use on a particular public improvement either completed or in the course of completion;

WHEREAS, based on the selection of WesTech's clarifier mechanical equipment for the Clarifier No.1 project and the desire to maintain equipment continuity for the replacement of the mechanical equipment for the Project, staff recommends, pursuant to Public Contract Code section 3400(c)(2), that WesTech be designated as the sole source vendor for clarifier mechanical equipment for the Moosa Facility;

WHEREAS, WesTech provided a quote to supply the replacement mechanical equipment in the amount of \$155,401, plus tax;

WHEREAS, the cost of the second system is approximately 8.5% higher than the previous pre-purchase amount;

WHEREAS, the percentage cost increase is consistent with the percentage cost increases indicated by the local Consumer Price Index and Engineering News Record Construction Cost Index since the previous purchase;

WHEREAS, WesTech's quote is determined to be reasonable and consistent with

current inflationary cost increases; and

WHEREAS, staff recommends the WesTech quote be accepted and purchase of the equipment authorized.

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of VALLEY CENTER MUNICIPAL WATER DISTRICT as follows:

1. The Board of Directors finds and determines that the foregoing recitals are true and correct.
2. Due to the considerations set forth herein, the Board of Directors finds that the sole source of the clarifier mechanical equipment from WesTech Engineering, LLC is permissible under Public Contract Code section 3400(c)(2) and therefore authorizes WesTech Engineering, LLC to be the sole source vendor of clarifier mechanical equipment for the Lower Moosa Canyon Water Reclamation Facility.
3. WesTech Engineering, LLC's quote, dated November 9, 2023, for supplying the clarifier mechanical equipment for the Lower Moosa Canyon Water Reclamation Facility Clarifier No. 2 Upgrade Project in the amount of \$155,401, plus tax, is accepted.
4. The General Manager, or his designee, is authorized and directed to purchase the clarifier mechanical equipment from WesTech Engineering, LLC pursuant to the terms and conditions of their quote, dated November 9, 2023.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Valley Center Municipal Water District held on the 4th day of December, 2023, by the following vote:

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**Robert A. Polito, *President***

**ATTEST:**

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**Kirsten Peraino, *Board Secretary***





**San Diego County Water Authority**  
And Its 24 Member Agencies

## **SUMMARY OF FORMAL BOARD OF DIRECTORS' MEETING NOVEMBER 16, 2023**

1. 2023 Energy Management Policy.  
The Board adopted the 2023 Energy Management Policy.
2. Wholesale Market Access Tariff Agreement with Clean Energy Alliance.  
The Board authorized the General Manager, or designee, to execute a Wholesale Market Access Tariff Agreement with Clean Energy Alliance for providing energy to Claude "Bud" Lewis Carlsbad Desalination plant.
3. Amend Agreement for Consulting Services with M Strategic Communications.  
The Board approved an agreement amendment with M Strategic Communications for continued consulting services for the Water Authority through February 29, 2026, by \$370,000 for a period of 24 additional months with total contract funding not to exceed \$2,370,000.
4. Sponsor legislation amending the California Public Contract Code Section 20642.  
The Board approved to sponsor legislation amending the California Public Contract Code Section 20642.
5. Monthly Treasurer's Report on Investments and Cash Flow.  
The Board noted and filed the Treasurer's report.
6. Vote Entitlement Resolution for Calendar Year 2024.  
The Board adopted Resolution No. 2023-32 establishing vote and representative entitlements of each member agency to be effective January 1, 2024.
7. Contract Amendment for Montague DeRose and Associates, LLC, for as-needed financial advisor services.  
The Board authorized the General Manager to amend the Montague DeRose and Associates, LLC, professional services contract to extend the agreement term for an additional two years, in the amount of \$100,000, for continued as-needed financial advisor services, increasing the authorized contract amount from \$149,000 to \$249,000.
8. Adopt resolution designating authorized officers to act on behalf of the San Diego County Water Authority with respect to banking and investment accounts.  
The Board adopted Resolution 2023-33 designating authorized officers to act on behalf of the Water Authority with respect to certain banking and investment accounts.
9. Adopt the Annual Statement of Investment Policy, as amended, and continue to delegate authority to the Treasurer to invest Water Authority funds for calendar year 2024.  
The Board adopted the Annual Statement of Investment Policy, as amended, and continue to delegate authority to the Treasurer to invest Water Authority funds for calendar year 2024.





10. Audit Committee Annual Report.

The Board accepted and filed the Audit Committee Annual Report pursuant to the Administrative Code, Section 2.00.066; and accepted and filed the Annual Comprehensive Financial Report (ACFR) for fiscal year ended June 30, 2023, prepared in accordance with Generally Accepted Accounting Principles (GAAP).

11. Approval of Minutes.

The Board approved the minutes of the Special Board of Directors' meeting of October 12, 2023 and the Formal Board of Directors' meeting of October 26, 2023.

12. CLOSED SESSION.

The Board directed the General Counsel and General Manager to finalize and execute a settlement agreement with Fallbrook and Rainbow in material conformity with documents reviewed during the Closed Session.

December 4, 2023

TO: Honorable President & Board of Directors

FROM: Gary T. Arant, *General Manager*

SUBJECT: DISTRICT STATUS REPORT – SEPTEMBER 2023

**PURPOSE:**

To provide the Board with a status report on District operations, activities and projects.

**SUMMARY:**

For the month of September 2023, the following reports are presented by the Operations, Engineering, Finance, IT and General Administration Departments:

**I. OPERATIONS DEPARTMENT:**

**A. WATER / WASTEWATER DIVISION:**

	SEPT <u>2023</u>	SEPT <u>2022</u>	FY 2023-24 <u>to Date</u>	FY 2022-23 <u>to Date</u>
<b>Water Operations</b>				
Flow (average cfs)	22.99	32.73	26.29	34.56
Total Rainfall (inches)	0.36	0.31	3.14	0.34
Average 24 Hr. Temp. (EF)	67	76	73	76
Average High Temp. (EF)	79	89	86	89
<b>Water Purchases (A.F.)</b>	1,368.1	1,947.79	4,803.39	6,310.78
		<b>Budgeted</b>	<b>Projected</b>	<b>Actual</b>
		<u>2023-24</u>	<u>2023-24</u>	<u>2022-23</u>
<b>Water Sales (A.F.)</b>		16,000.0	14,500.0	13,021.0
		<b>AUG</b>	<b>JULY</b>	<b>F.Y.</b>
		<u>2023</u>	<u>2023</u>	<u>2022-23</u>
<b>Power Purchases</b>				<u>to Date</u>
<b>Electricity and Natural Gas</b>				
Total kWh Purchased		465,552	674,645	1,140,197
Avg. Cost/kWh		\$0.275299	\$0.302332	\$0.291294
Total Therms Purchased		53,045	49,725	102,770
Avg. Cost/Therm		\$1.15268	\$1.06186	\$1.10874
		<b>SEPT</b>	<b>SEPT</b>	<b>SEPT</b>
		<u>2023</u>	<u>2022</u>	<u>2021</u>
<b>Wastewater</b>				
Daily Flows (Average M.G.D.)				
Moosa		.277	.283	.291
Woods Valley		.118	.090	.051

## RENEWABLE ENERGY PROGRAM

Project	Start Date	kWh Produced AUG 2023	Savings from Solar AUG 2023	CSI Rebate AUG 2023	kWh Produced Fiscal Year	Savings from Solar Fiscal Year	CSI Rebate Fiscal Year	kWh Produced To Date	Savings from Solar To Date	CSI Rebate To Date
Lake Turner	1/1/2009	126,703	Not Available		872,431	Not Available		24,208,113	\$443,357	
Tyler Pump Station	6/3/2013	7,825	\$2,035		16,090	\$4,183		905,471	\$181,458	\$61,739
Circle R Pump Station	11/13/2013	7,971	\$2,123		16,756	\$463		915,764	\$185,230	\$68,201
Cobb Reservoir	4/1/2015	5,137	\$1,368		10,390	\$2,768		467,498	\$95,854	\$37,481
MJM Pump Station	6/1/2015	4,437	\$1,182		8,972	\$2,390		385,766	\$79,624	\$32,525
Cool Valley Pump Station	3/23/2016	14,668	\$3,907		30,248	\$8,057		1,141,445	\$241,626	
Miller Pump Station	7/1/2016	10,860	\$2,893		22,481	\$5,988		806,710	\$170,107	
Lower Moosa Canyon	8/7/2023	44,832	\$9,656		91,776	\$19,767		170,343	\$29,879	
<b>TOTALS</b>		<b>222,433</b>	<b>\$23,164</b>	<b>\$0</b>	<b>1,069,144</b>	<b>\$43,616</b>	<b>\$0</b>	<b>29,001,110</b>	<b>\$1,427,135</b>	<b>\$199,946</b>

**Total Program Cost Savings** **\$1,627,081**

**Total Metric Tons of CO2e Offset by Renewable Energy Production** **9,338**

**SDG&E CO2e Factor** **0.322**

<b>Total Renewable Energy Credits Sold:</b>	<b>23,724</b>		<b>Value:</b>	<b>\$40,921.60</b>
	+ <u>0</u>			+ <u>0</u>
	<b>23,724</b>			<b>\$40,921.60</b>

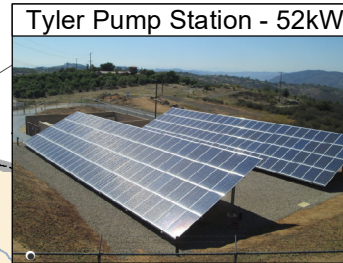
# Operations and Facilities Department RENEWABLE ENERGY PROJECTS



Country Club Res - 58kW



Miller Pump Sta. (A) - 70kW



Tyler Pump Station - 52kW

## Solar Sites Online

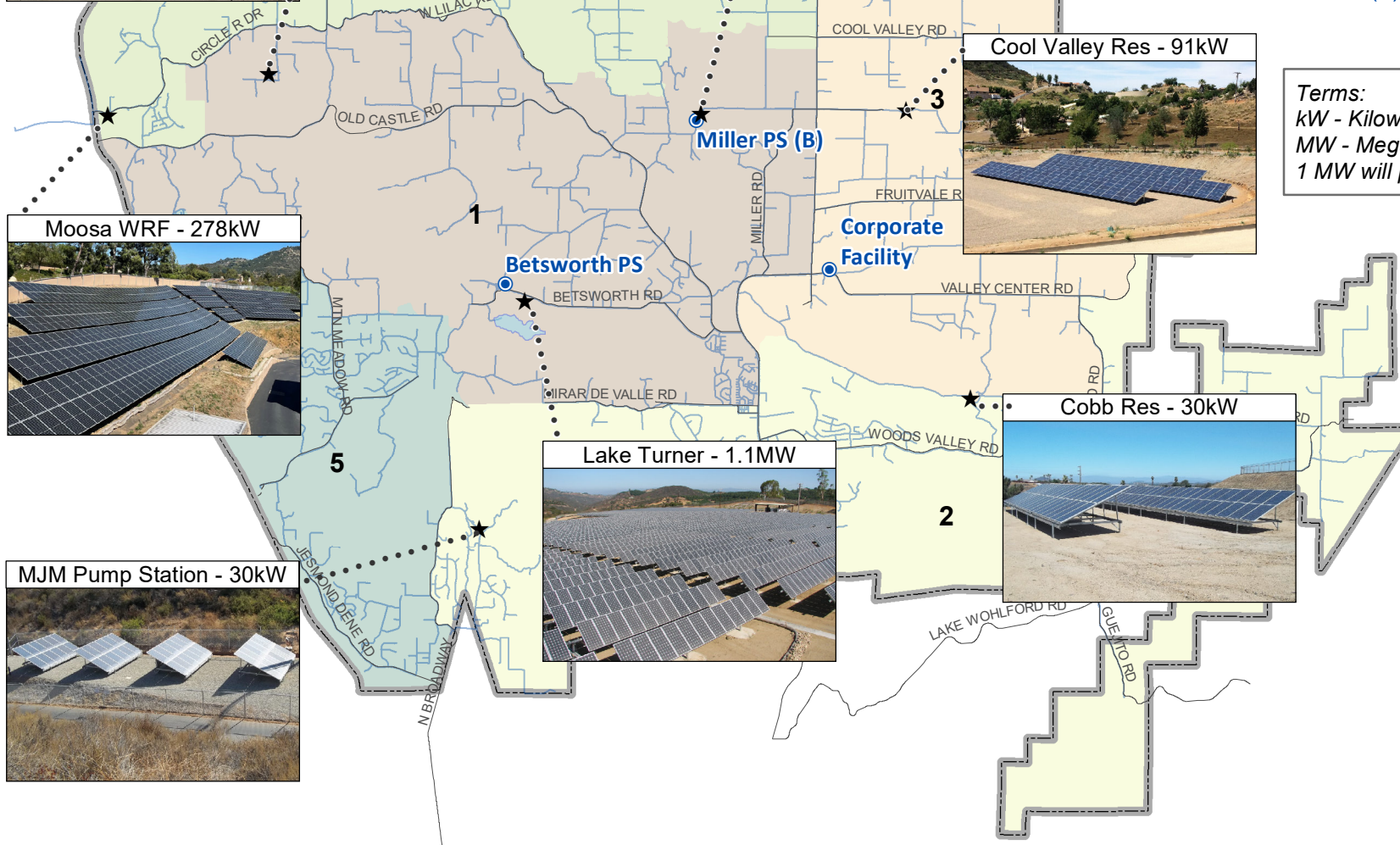
★ (8) Sites - Total 1.62MW

## Proposed Future Solar Sites

- Corporate - Near Completion 110kW
- Betsworth PS - Future 868kW
- Miller PS (B) - Future 431kW

Total: 1.41MW

**Terms:**  
kW - Kilowatt or 1,000 Watts  
MW - Megawatt or 1,000 Kilowatts  
1 MW will power 1,000 Homes



Moosa WRF - 278kW



MJM Pump Station - 30kW



Lake Turner - 1.1MW



Cobb Res - 30kW



	<u>SEPT 2023</u>	<u>SEPT 2022</u>	<u>F.Y. 2023-24 to Date</u>	<u>F.Y. 2022-23 to Date</u>
<b>Recycled Water</b>				
Woods Valley Ranch WWRF (A.F.)	10.89	8.35	33.68	24.49

**B. CUSTOMER CONTACTS:**

	<u>SEPT 2023</u>	<u>SEPT 2022</u>	<u>F.Y. 2023-24 to Date</u>	<u>F.Y. 2022-23 to Date</u>
<b>Customer Service Requests</b>				
Backflow Leaking	6	6	16	24
Conservation	0	0	0	0
Facilities Damaged by Others	0	0	0	0
Leaks	23	25	76	77
Miscellaneous	11	47	50	112
No Water	4	8	12	10
Pressure	6	10	23	41
Sewer	0	0	0	2
STEP System	2	1	4	2
Water Quality	1	0	5	3
<b>After-Hour Call-Outs</b>				
SCADA	5	3	15	7
Customer	8	8	36	28

**C. SAFETY/MEETINGS:**

**Safety Meetings**

09/05/23	Cell Phone Safety	(Bill Morris)
09/12/23	Hand & Eye Safety	(Bill Morris)

**Seminars/Meetings**

None

**D. SECURITY:**

	<u>SEPT 2023</u>	<u>SEPT 2022</u>	<u>F.Y. 2023-24 to Date</u>	<u>F.Y. 2022-23 to Date</u>
Trespassing/Break-ins	0	0	0	1
Vandalism	0	0	0	0
Threats/Suspicious Activity	0	0	0	0
Theft	0	0	1	0

**E. METER SERVICES DIVISION:**

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>F.Y.</u></b> <b><u>2023-24</u></b> <b><u>to Date</u></b>	<b><u>F.Y.</u></b> <b><u>2022-23</u></b> <b><u>to Date</u></b>
<b>Installation/Maintenance/Repair</b>			
Meters Installed	12	76	176
Meter Service Repairs	8	26	17
Total Meters Exchanged	37	66	63
<b>Meter Flow Test Bench</b>			
Meters Tested	22	36	16
<b>Backflow Program RP &amp; DC Devices</b>			
Tested	483	1,567	1,482
Repaired	20	64	69
Installed	25	110	230

**F. WATER FACILITIES DIVISION:**

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>F.Y.</u></b> <b><u>2023-24</u></b> <b><u>to Date</u></b>	<b><u>F.Y.</u></b> <b><u>2022-23</u></b> <b><u>to Date</u></b>
<b>Pump Maintenance</b>			
Pumps Pulled	0	0	1
Electric Motors Repaired	0	1	0
Electric Motors Rewound	0	0	0

**G. CONSTRUCTION & MAINTENANCE DIVISION:**

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>F.Y.</u></b> <b><u>2023-24</u></b> <b><u>to Date</u></b>	<b><u>F.Y.</u></b> <b><u>2022-23</u></b> <b><u>to Date</u></b>
<b>Pipeline Maintenance/Repair</b>			
Mainline Repairs	1	8	2
Shutdowns	0	1	1
Shutdowns Due to New Construction	3	4	2

**Valve Maintenance**

Quad completed: A – J  
65% through Quad K

**Leak Detection Program Status**

100% of facilities detected through Quads: A – J  
65% of facilities detected through Quad K

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>F.Y.</u></b> <b><u>2023-24</u></b> <b><u>to Date</u></b>	<b><u>F.Y.</u></b> <b><u>2022-23</u></b> <b><u>to Date</u></b>
<b>Landscape (Reservoirs) Maintenance</b>			
Station Maintenance	20	61	46

**H. VEHICLE MAINTENANCE:**

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>F.Y.</u></b> <b><u>2023-24</u></b> <b><u>to Date</u></b>	<b><u>F.Y.</u></b> <b><u>2022-23</u></b> <b><u>to Date</u></b>
Vehicles Serviced	3	19	19
Miles Driven	27,112	83,971	84,467
Gallons of Fuel Consumed - Vehicles	2,022	7,115	7,008
Gallons of Fuel Consumed – Equipment	25	388	439
MPG (average)	12.9	12.2	11.9
Pickup Trucks MPG	14.9	15.0	14.6
Service Trucks MPG	7.1	7.0	7.2
Average Vehicle Miles	476	494	521
Total Mileage on Vehicles		5,055,463	5,170,532
Total Number of Vehicles in Fleet	57		
Vehicles in Service	45		
Surplus Vehicles in Service	5		
Surplus Vehicles Out of Service	7		

**FIELD DEPARTMENT  
CAPITAL FUNDED PROJECTS SUMMARY**

Project No.	Name	F.Y. Auth- orized	Budget 2023- 2024	Total Project Budget	Contracts			Comments	Dept.
					Contractor / Consultant	% Complete JULY	AUG		
01-06-78-51050	Natural Gas Engine Controls Upgrade and Automation	16-17		\$190,000		33%	33%	Construction in progress	P&M
01-06-78-51650	Risk and Resilience Assessment and Emergency Response Plan	20-21		\$151,000		95%	95%	Risk and Resiliency Assessment 100% complete. ERP Plan is complete. Training will take place after COVID	SAFETY
01-06-78-51080	Pump Station Power Monitors	22-23	\$56,220	\$56,220		15%	15%	Construction in progress	P&M
01-06-78-51370	Vehicles - Pickup Truck	23-24	\$115,565	\$115,565		0%	0%		P&M
01-06-78-51371	Vehicles - Service Truck	21-22		\$430,525		40%	40%	1 Received, Out Fitting in Progress	P&M
01-06-78-51372	Vehicles - Dump Truck	21-22		\$353,525		40%	70%	1 Complete, Out Fitting in Progress on 2nd Unit	P&M
01-06-78-51373	Vehicles - Hooklift Truck	22-23		\$238,800		20%	20%	On Order	P&M
01-06-78-51374	Vehicles - Service Truck 1.5 Ton	23-24	\$204,750	\$204,750		10%	10%	Cab and Chassis Received	P&M
01-06-78-51375	Vehicles - Service Truck 1.0 Ton	23-24	\$136,435	\$136,435		0%	10%	Cab and Chassis Received	P&M
01-06-78-51880	Electric Motor Soft Starter Replacements	23-24	\$60,000	\$60,000		5%	5%	On Order	P&M
01-06-78-51130	Reservoir Mixing Systems	23-24	\$37,000	\$105,054		0%	10%	On Order	P&M
01-06-78-51930	Paradise Reservoir Site Chloramine Boosting System	23-24	\$214,500	\$214,500		0%	0%		P&M
13-06-78-53140	Lower Moosa Collection System Vitrified Clay Pipe Lining	18-19		\$119,000		90%	90%	Contractor making repairs	WW
13-06-78-53430	Lower Moosa Canyon WRF Islands Lift Station Generator	20-21		\$55,000		20%	20%	On Order	P&M
13-06-78-53300	Sludge Transfer Pump Upgrade/Replacement	22-23	\$33,000	\$33,000		70%	70%	Pump purchased, waiting install	WW
13-06-78-53370 17-06-78-57370	Vehicles - Pickup Truck	22-23		\$58,000		50%	50%	Received Truck	P&M
13-06-78-53372 17-06-78-57372	Vehicles - Service Truck	22-23		\$119,590		50%	50%	Received Truck	P&M



### III. ENGINEERING DEPARTMENT:

#### A. ENGINEERING SERVICES:

	<u>September 2023</u>	<u>August 2023</u>	<u>F.Y. 2023-24 To Date</u>	<u>F.Y. 2022-23 Total</u>
Fire Meter Sales	7	15	32	263
Meter Sales	6	14	29	257
Meter Relocation	1	8	9	45
Meter Resize	0	1	1	3
Maps Processed (PF letters)	1	1	4	18
Agency Clearances Signed	4	2	16	74
Fire Hydrants/Special Projects Accepted	0	2	2	2
Underground Service Alerts/Mark-Outs	348	430	1,090	3,518
Potable Construction Meters	1	2	9	54
Non-Potable Construction Meters	0	0	0	0
One Day Permits	0	1	1	2
Wastewater Inspections	0	0	0	4

#### General Activity:

In addition to the items listed in the above table, Engineering Services staff assists with encroachment permits and violations, provides information for mark outs and helps customers with water conservation questions, and available rebate programs. In the month of September, 5 sets of meters were installed in the Park Circle Community.

#### B. GEOGRAPHICAL INFORMATION SYSTEM (GIS):

GIS staff gathers and updates the facility data in the GIS as it is modified and assists project managers with various project maps/exhibits and data analysis.

The following took place in September:

1. The Engineering technician is continually adding water and wastewater infrastructure to the GIS system. This month she updated and/or added 23 water meters, 61 backflows, 27 wastewater laterals, 86 service areas, completed edits generated from 7 as-built record drawings and produced 5 map exhibits. Additionally, she has taken on the task of analyzing, adding, and updating all our facilities. Drawing out any improvements and bringing the as-builts together to hyperlink for staff to use in Cityworks or GIS Web apps. This month 2 sites were updated and reviewed, the Woods Valley and Merry Ferry PRS Stations;

2. Updated the SDG&E Public Safety Power Shutoff web map housed in ArcGIS Online. We received a new data layer from SDG&E that will show us any areas that are planned to be de-energized, so we can plan accordingly;
3. Updated the Lead solution in GIS to the latest release of 11.1. We are now in the planning stages of moving the data over and rebuilding the necessary applications;
4. In the process of bringing all our easements into GIS. These will be displayed in Cityworks or GIS Web apps. The process has been worked out so the Engineering technician will be adding them continually to the geodatabase so they can be displayed in the above applications. Please see section F. Mapping/General Activity to see how many have been completed this month.

### C. EASEMENT ENCROACHMENTS:

#### Summary of Activities:

In the month of September, staff worked with 2 property who owners requested Encroachment Permits for gates crossing our easements. Both Permits have been closed out. All other existing files are still pending.

ENCROACHMENTS STATUS TABLE					
9/1/2023-9/30/2023	Encroachment Violations			Encroachment Permits	
	Pending Evaluation	Owner Resolution	District Resolution	Pending Evaluation	Active Permits
Beginning Log	12	22	11	16	6
Plus New	0	0	0	0	2
Less Completed	0	0	0	0	2
Ending Log	12	22	11	16	6

#### Encroachment Violation Footnotes:

Pending Evaluation – This column represents the status of reported encroachment violations. The number of new violations reported during the month is indicated along with the number of violations that were resolved during the month. Resolution may result in either a) the property owner agreeing to remove the encroachment violation, b) in some cases, the District allowing the encroachment violation to remain pending resolution by the District, c) issuance of an encroachment permit that allows the encroachment to remain as is, or d) issuance of an encroachment permit that requires modification of the encroachment by the owner. Once the course of action for resolution of the encroachment violation has been determined, it is shown completed in the Pending Evaluation column and becomes a new item in either the Owner Resolution Column, the District Resolution Column or the Active Permit Column.

Owner Resolution – Removal of the encroachment violation is a property owner action requirement and will be inspected by District staff. The number of encroachment violations that were removed during the month is indicated as completed in this column.

District Resolution – Staff has determined that the encroachment violation is not a result of current owner's action and has agreed allow the encroachment to remain pending resolution by the District. The encroachment violation is properly documented and made clear to the owner that the District is not responsible for damage to the encroachment as a result of the operation, maintenance or failure of the District's facility in the easement.

**Encroachment Permit Footnotes:**

Pending Evaluation – This column represents the status of requests to construct facilities or other improvements within a District easement under review and consideration. The number of requests received during the month is indicated as new and the number of requests resolved is indicated as completed. Resolution of the request included either a) denial of the encroachment request, or b) issuance of an encroachment permit. Many times the encroachment permits are issued concurrently with the completion of the work. Encroachment permits that will require further follow up inspection are shown in the Active Permits column.

Active Permits – This column shows the status of encroachment permits approved by District with work in progress and being inspected by District staff. Although the work is authorized, work may not commence immediately.

**D. DEVELOPER FUNDED PROJECTS:**

See Table I and Location Map for project details and general status of the Special Projects, Private Low-Pressure Wastewater Collection System Installations and Cell Site Projects that are in process.

See Table II and Location Map for general status of all developer funded projects.

# ENGINEERING DEPARTMENT

## TABLE I - ENGINEERING SERVICES PROJECTS SUMMARY

Special Projects (01-00-00-182xx)							
Job # 182xx	PROJECT NAME	Owner Engineer	Plan Approval	Estimated Construction Cost	Contractor	% Complete Construction	September 2023 Comments
15	Wohlford Estates - RDDMWD & COE Project, Incl. VCMWD Waterline Relocation and Access Easement	Jared Aronowitz (Beazer) <u>Masson &amp; Associates</u>	11/2/2022	N/A	TNT Blanchard	15%	Insertion valve was installed by contract as well as a temporary blow off to provide construction water to the development project.
28	Miller Road Plaza - Shopping Center: Water/Irrig. & Fire Service, w/Grinder Pump	<u>Valley Center View Properties</u> Wynn Engineering	10/12/22	\$400,000	Gratzl Heavy Equipment Rental (Grading)	60%	All proposed water facilities have been installed. Testing cannot commence until sewer improvements are completed.
39	KA Enterprises - Fire Service/FH/Meter Relocate for new Circle R at Mountain Meadow Rd.	<u>KA Enterprises</u> Omega Engineering Consultants	6/3/2021	\$21,200	BC3 Equipment	100%	In 1-year Warranty Period through August 2024.
44	San Pasqual Retail Center adjacent to Horizon Ph 1 - Water Service Installation Ph 2 - Road Widening and Appurtenance Relocation Ph 3 - Ziggy's Coffe	<u>San Pasqual Economic Development Corporation</u> Masson and Associates Inc	3/18/2021	\$92,758	TLM Petro Labor force, Inc.	70%	Developer inquired about 1½-inch water service to serve new construction.
64	Anthony Rd. Fire Hydrant - Blackrock	<u>David Klose</u>	N/A	Pending	Pending	0%	Project was established and performance bond received in October 2021. <b>No VCMWD Activity in September.</b>
65	ARCO Gas Station and Store at VC Rd & Cole Grade Rd Domestic/Irrig/Fire Service and Sewer with Grinder pump	<u>Rafat Mikhail</u> Civil Landworks	5/2/2023	Pending	Gratzl Heavy Equipment Rental	5%	In June project grading plans were signed and acknowledgement by the District Engineer per SD County request. <b>No VCMWD Activity in September.</b>
67	Hamid Quitclaim	<u>Hamid Liaghat</u>		\$2,000	Szytel Engineering	80%	Staff previously transmitted comments to the property owner's surveyor. Surveyor confirmed they are going to move forward with edits in June. Staff is now waiting on those edits to be finalized. <b>No VCMWD Activity in September.</b>
69	Goldman FH	<u>Melanie Goldman</u>		\$17,365	Draves Pipeline Inc.	100%	In 1-year Warranty Period through August 2024.
81	Erler/Carney Rd FH	Hank Erler	N/A	\$37,090	Draves Pipeline Inc.	100%	In 1-year Warranty Period through January 2024.
82	V.C. Fire Station No. 3 Domestic Service and Fire Detector Assembly	Erickson-Hall Construction Co. Brandon Hamlett	N/A		Pending	0%	Previously staff communicated conditions for service as part of Agency Clearance approval. <b>No further activity with VCFPD in September.</b>
83	McNally - JHR Partners Fire Hydrant	JHR Partners Wade Rupe	N/A		Pending	0%	Developer discussed relocation of their 1-Inch meter to move it to the edge of County Right of Way. Meeting was scheduled on site for October.

**ENGINEERING DEPARTMENT  
TABLE I - ENGINEERING SERVICES PROJECTS SUMMARY**

<b>Special Projects (01-00-00-182xx), Continued.</b>							
<b>Job # 182xx</b>	<b>PROJECT NAME</b>	<b>Owner Contactor</b>	<b>Plan Approval</b>	<b>Estimated Construction Cost</b>	<b>Contractor</b>	<b>% Complete Construction</b>	<b>September 2023 Comments</b>
84	Terranova Rd Improvements	Giovannina Martin Family Trust Andrea Terranova Wynn Engineering		Pending	Pending	0%	Project account was established and initial \$3,000 deposit was collected in June. <b>No VCMWD Activity since June 2023.</b>
<b>Private Grinder Pump - LPS Installations (13-06-78-53250 or 17-06-78-57250 - Function 64)</b>							
<b>App#</b>	<b>APPLICANT</b>	<b>Plan Submittal</b>	<b>Plan Approval</b>	<b>Estimated Construction Cost</b>	<b>Contractor</b>	<b>% Complete Construction</b>	<b>September 2023 Comments</b>
417	Papa Bears (Armando & Maria Sanchez)	11/26/18	11/26/18	N/A	Pending	95%	Installation of the grinder pump has been completed since January '22. Start-up inspection pending completion of restaurant remodel by owner. <b>No VCMWD Activity in September</b>
11698	Good Standing - Hakeem Milbes (Tall Oak Lot 27)	01/23/23	01/25/23	N/A	Pending	0%	Approved Planning Submittal in January '23. Waiting on customer to start installation.
11699	Good Standing - Hakeem Milbes (Tall Oak Lot 24)	09/20/22	09/26/22	N/A	Pending	0%	Received and approved Plan Submittal in September '22. No Owner Activity since that time.
11727	Ryan Scharbarth (27674 High Vista Dr)	Pending		N/A	Pending	0%	Waiting on customer to procure contractor and start the planning and installation approval process.
10564	Joi Blake (Tall Oak Lot 17)	Pending		N/A	Pending	0%	Sent customer grinder pump information in Feb '23 but have not had any follow up contact from customer.
3020	Ruben and Abigail Angeles 27350 Oakmont Rd	08/07/23	9/28/2023	N/A	Gratzl	100%	Customer submitted \$1,200 Low Pressure Admin and Inspection Fee.
<b>Cell Site Installations (01-03-23-50001 Function 122)</b>							
<b>Site #</b>	<b>SITE</b>	<b>Plan Submittal</b>	<b>Plan Approval</b>	<b>Estimated Construction Cost</b>	<b>Cell Company</b>	<b>% Complete Construction</b>	<b>September 2023 Comments</b>
	<b>NO CELL SITE INSTALLATIONS ARE IN PROCESS AT THIS TIME</b>						

**ENGINEERING DEPARTMENT  
TABLE II - DEVELOPER FUNDED PROJECTS SUMMARY**

Job # 01-00-00- 180xx	PROJECT NAME	Proj. Mgr.	Map No.	Lots/ Units	P h a s e	PLANNING	Planning		CONSTRUCTION				September 2023 Comments
						Engineer	Concept Approval	Plan Approval (1)	Estimated Cost	Contractor	% Complete	Final Acceptance	
02	Butterfield Trails	NL	TM 5551	71	G	Alidade Engineering - Larry Dutton	09/02/14		\$2,457,000				Staff developed and presented options regarding the transfer of the wastewater capacity for Board consideration. At the September 19th meeting, the Board approved the transfer of up to 70 EDUS of capacity to the District's Lilac Road property in exchange for the equity in the capacity. County to determine how many capacity units to retain prior to preparing agreements for the transfer.
05	Belmont Estates	NL	TM5110-1	4	G	ACAL Engineering	08/04/14	02/04/16	\$166,655				No response to letter requesting status update sent February 2018. No VCMWD Activity since February 2018.
06	Lake Wohlford Resort Annexation  Office of Water Programs - Sacramento State (OWP) is providing management services for the Facility Grant with the SWRCB	WG			F	Dexter Wilson Engineering (DWE)							OWP obtained approval in February of an amendment to the SWRCB Grant to fund additional Annexation and Planning costs of the private water facilities needed to serve the resort and adding participating of the San Pasqual Band of Mission Indians for water service at Duro Road.  Wilson Engineering moving forward to complete the environmental studies and annexation applications. District activities are still on hold pending funding of VCMWD project expenses and the SDCWA and MWD annexation processing fees.  Received Draft DWE Report from OWP for Review on Aug 15th.
07	Viking Grove Development	NL	20689 & 20690	9	B	ACAL Engineering	05/16/16	11/09/22	\$318,507	TAD Construction	50%		Design changes to appurtenance placement had to go through plan approval due to slope and grade not meeting proposed design. Plan change was signed 9/27/29. Onsite construction to start in October.
09	Duffywood LLC Waterline Extension	P NL	TM 5478	7	A	Florentina/ Civil Land Works	01/03/22	11/24/20	\$360,000	TAD Construction	100%	4/14/2023	Project in 1 year warranty period through April 2024.
17	Bear Peak (Shady Oak)	NL		47	A	Rick Engineering Company	03/18/19	07/08/19	\$600,000	GPS Plumbing and H7 Contrating & Engineering	100%	04/26/23	Project in 1 year warranty period through May 2024.
19	The Oaks (Washington Meadows Dev., Inc.)	NL	TM 5174.1	11	D	Spears and Assoc.	10/19/15	09/08/22	\$186,710		0%		The final map and plans were signed by the District and transmitted to the developer in September 2022. No VCMWD activity since September 2022.
22	El Cidro	NL		10	G	BWE, Inc. (formerly Burkett & Wong Engineering)	04/15/13	11/30/15	\$410,250				Joint Agreement to Improve Subdivision, Joint Lien Agreement & Lien Hold Agreement approved by the County and the Final Map was recorded in July 2016. With project under a Lien Hold Agreement, construction will be delayed indefinitely. No VCMWD Activity since July 2016.

**ENGINEERING DEPARTMENT  
TABLE II - DEVELOPER FUNDED PROJECTS SUMMARY**

Job # 01-00-00- 180xx	PROJECT NAME	Proj. Mgr.	Map No.	Lots/ Units	Phase	PLANNING	Planning		CONSTRUCTION				September 2023 Comments
						Engineer	Concept Approval	Plan Approval (1)	Estimated Cost	Contractor	% Complete	Final Acceptance	
23	Park Circle Touchstone Communities (Backbone Facilities) (neighborhoods A & C)	NL	TM 5603 Units 2 & 3		B	Dexter Wilson Engineering & Touchstone Engineering Staff	04/15/19	07/23/19	\$3,100,000	Basile	98%		Remaining punch list items still not been addressed. VCMWD staff is working with the developer and their contractor towards completion.
	Park Circle Touchstone Communities (Neighborhood E)	NL	TM 5603 Unit 1	101	B		04/15/19	10/19/20		Cass/Arrieta	95%		Remaining punch list items still not been addressed. VCMWD staff is working with the developer and their contractor towards completion. 4 sets of meter/fire meter combos were installed for Richmond.
	Park Circle Touchstone Communities (Neighborhood B)	NL	TM 5603 Unit 4 & Portion Unit 5	143	B		04/15/19	11/18/19		Cass/Arrieta	95%		Remaining punch list items for Unit 4 have still not been addressed. VCMWD staff is working with the developer and their contractor towards completion.
25	Orchard Run Subdivision - Unit 1 (Backbone Facilities funded by Touchstone)	NL	TM 5087 Unit 1 - 58 Lots Unit 2 - 70 Lots Unit 3 - 120 Lots Affordable Homes - 52 lots	20	B	Dexter Wilson Engineering & Touchstone Engineering Staff	04/15/19	07/23/19	\$1,855,600	Cass/Arrieta	95%		Developer continues to work through punchlist items.
	Orchard Run Subdivision - Unit 2 (Backbone Facilities funded by Touchstone)			3	B		04/15/19	07/23/19	\$1,877,000	Cass/Arrieta H7	95%		Remaining Unit 2 work is under KB Homes Job No. Item 56.
	Orchard Run Subdivision - Unit 3 (Backbone Facilities funded by Touchstone)			120	B		04/15/19	07/23/19	\$1,717,785	Cass/Arrieta	95%		VCMWD staff continued to work with developer and their contractor to review outstanding punch list items.
27	Free-Thomas Line Extension	NL	20450	4	G	Penny Engineering	12/24/14	12/24/14	\$69,837				No activity since letter informing Owner that plan approval expired; requested project update. Owner continuing to process plans through County which is delaying water design. <b>No VCMWD Activity in September.</b>
30	Deer Springs Towne Center	NL		2	F	BWE, Inc. (formerly Burkett & Wong Engineering)							Staff previously met with County planner in charge of other adjacent development to explore options for wastewater service that can be applicable here as well. There may be opportunity for joint effort with other developers for a communal system, to be further explored with individual developers. <b>No VCMWD Activity in September.</b>
32	Keys Creek Water Line Replacement (Keys Creek Investments, Inc.)	NL	PM 1698	3	D	Engineering Design Group - Ranka Vukmanic	08/03/15	N/A	\$7,492	Draves Pipeline	100%	02/02/23	Project in 1 year warranty period through February 2024.
35	Welk Garden Villas	NL		148	B	Hale	06/19/06	07/26/10	\$458,800	Ratzlaff	90%		In October 2022, Staff met with representative from Marriot, the new Owner of Welk Resort. They indicated a contractor is in process of being selected to perform the remaining punch list items. <b>No VCMWD Activity since October 2022.</b>

**ENGINEERING DEPARTMENT  
TABLE II - DEVELOPER FUNDED PROJECTS SUMMARY**

Job # 01-00-00- 180xx	PROJECT NAME	Proj. Mgr.	Map No.	Lots/ Units	P h a s e	PLANNING	Planning		CONSTRUCTION				September 2023 Comments
						Engineer	Concept Approval	Plan Approval (1)	Estimated Cost	Contractor	% Complete	Final Acceptance	
39	Rimrock Phase III - Unit 1	NL	TM 4744	9	D	Piro Engineering	06/07/93						District was previously requested to re-sign the joint County bonds as part of the ownership transfer process. District met with the new owner in October of 2022 representatives shortly after to review the project. The new owner is planning to resume development of the remaining lots in the near future. <b>No VCMWD Activity in September.</b>
	Rimrock Phase III - Unit 2			32	D	Piro Engineering	06/07/93						
	Rimrock Phase III - Unit 3			29	D	CTE, Inc.	06/07/93						
40	Circle P	NL	TM 5468	11	G	CTE, Inc.	08/07/17						No activity since Board issued Concept Approval for the project in August 2017. Staff prepared and submitted District Facility Agreement (DFA) to Developer for signature. Plan review pending receipt of plans and signed DFA. <b>No VCMWD Activity in August 2017.</b>
44	Sea Bright Line Ext.	NL	TM 5814	9	G	Sea Bright	01/22/13	06/02/17	\$639,000				No activity since Board issued Concept Approval for the project in August 2017. Staff prepared and submitted District Facility Agreement (DFA) to Developer for signature. Plan review pending receipt of plans and signed DFA. <b>No VCMWD Activity since August 2017.</b>
46	Beck Subdivision	NL	TM 5060	16	G	Sea Bright	06/01/09	10/10/18	\$237,215				In March, developer reached out to VCMWD to discuss the possibility of quitclaiming VCMWD easements and reverting the subdivision back to acreage. <b>No VCMWD Activity in September.</b>
51	Eagles Noel (Baldwin) Water Line Extension	NL	PM 17548	3	B	Wynn Engineering	04/05/21	06/02/21	\$185,000	JPI Development	98%		Developer is working through final punchlist items, plans to have all items completed by the end of October.
52	Weston Towne Center (previously called Village Square)	WG		85	F	TSAC Engineering Steve McPartland							The project was acquired by Indian Creek Associates, LLC. The new owner has established a new project account, see Job No. Item 73.  Owner of the commercial property (Bob's LLC) has not yet made contact with the District. This account will remain open to report on the status of the commercial property.
54	Mathew Rd. Line Ext.	NL		3	A	Wunderlin Engineering Inc.	12/21/20	09/28/21	\$58,100	Westcoast Underground	100%	06/02/22	<b>Project in 1-year warranty period through July 2023. 1-year warranty inspection pending.</b>
55	Park Circle Shea Homes (Neighborhood A)	NL	Portion TM 5603 Unit 5	88	B	Dexter Wilson Engineering & Touchstone Engineering Staff	04/15/19	11/18/19		Cass/Arrieta	98%		<b>No punchlist items were worked on by the developer in July. No further VCMWD Activity.</b>
56	Orchard Run KB Home Coastal (Units 1 & 2)	NL		105	B	Dexter Wilson Engineering & Touchstone Engineering Staff	04/17/19	07/23/19	\$1,717,785	H7 Contracting and Engineering	95%		<b>Final meter set was installed in September. Developer continues to work through outstanding punchlist items.</b>
57	Orchard Run Unit 3 Affordable Home Unit	NL	TM 5087-3	52	B	Touchstone	04/17/19	07/23/19	Incl in OR Unit 3	Cass/Arrieta	50%		Contractor began excavation for foundation next phase of lots to be construction in June. <b>No VCMWD Activity in September.</b>



**ENGINEERING DEPARTMENT  
TABLE II - DEVELOPER FUNDED PROJECTS SUMMARY**

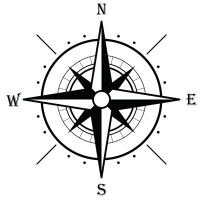
Job # 01-00-00- 180xx	PROJECT NAME	Proj. Mgr.	Map No.	Lots/ Units	P h a s e	PLANNING	Planning		CONSTRUCTION				September 2023 Comments
						Engineer	Concept Approval	Plan Approval (1)	Estimated Cost	Contractor	% Complete	Final Acceptance	
58	Mountain Meadow Village Center	NL		1	F	PLSA							In October 2022, Developer requested additional Project Facility Availability forms to be signed as part of their ongoing permitting process with the County. <b>No VCMWD Activity since October 2022.</b>
59	Pauma Vista Winery Water Line Extension	NL		1	C	Rancho Coastal Surveying Engineering Inc.	01/07/22	11/16/22	\$255,000	Pending			Project remains inactive since plans were signed on November 16, 2022. VCMWD staff to reach out for project status update. <b>No VCMWD Activity since November 2022.</b>
60	Liberty Bell Plaza	NL		5	D	Alidade Engineering - Larry Dutton							In August, the Developer submitted revised plans for District review. Staff is evaluating the proposed modification to the easement road to the Woods Valley Ranch WRF and how it may affect the entry drives to the site.
64	Park Circle Beazer Homes (Unit 4)	NL	TM 5603-2	79	B	Dexter Wilson Engineering & Touchstone Engineering Staff	04/15/19	09/27/21		H7 Engineering and Contracting	95%		Remaining punch list items still not been addressed. VCMWD staff is working with the developer and their contractor towards completion.
65	Rincon Tribe Emergency Water Service	WG			G	JR Filanc							Staff is providing assistance and coordination to Rincon Band of Luiseno Indians regarding their evaluation of obtaining a connection location for an emergency source of water supply. Study is being conducted by JR Filanc utilizing San Diego State Engineering Department. <b>No Activity since initial discussion with SDSU Students in October 2021.</b>
66	Village Station	NL		200	F	Wynn Engineering	Pending						Previously requested updated preliminary design report (PDR) for all of VCVF North Village property. Owner contracted with Dexter Wilson Engineering to prepare the report. Staff had previously provided DWE with additional information. <b>No further activity anticipated until receipt of the PDR.</b>
67	Ivy Dell RV Park Water Line Extension	NL		1	D	Excell Engineering Robert Dentino	Pending		Pending	Pending			Final mylars have been awaiting County approval since April. Once approved they will be returned to VCMWD for final signature. Once mylars are signed, developer can move forward with scheduling a pre-construction meeting. <b>No Activity in September.</b>
69	Manzanita Crest Waterline Extension	NL	PM 19064		F	SMS Consulting	Pending						Developer's engineer submitted plans for review. Staff processed and returned first plan check comments back in June of 2022. <b>No VCMWD Activity since June 2022.</b>
72	SDG&E Strategic Undergrounding Project (SUP)	NL			B	NV5				SDG&E			Staff is supporting the project as necessary in response to SDG&E activity surrounding District facilities. SDG&E is working with VCMWD to obtain easement.
73	North Ranch Estates (Weston Residential Property)	NL		515	F	Dexter Wilson Engineering.							Developer is working closely with the other major developers in the North Village Area to prepare a phased expansion plan for additional wastewater capacity. Dexter Wilson Engineering will be updating their prior reports and requesting an update to the prior concept approval.  <b>No submittals received from the Developer in August.</b>

# ENGINEERING DEPARTMENT

## TABLE II - DEVELOPER FUNDED PROJECTS SUMMARY

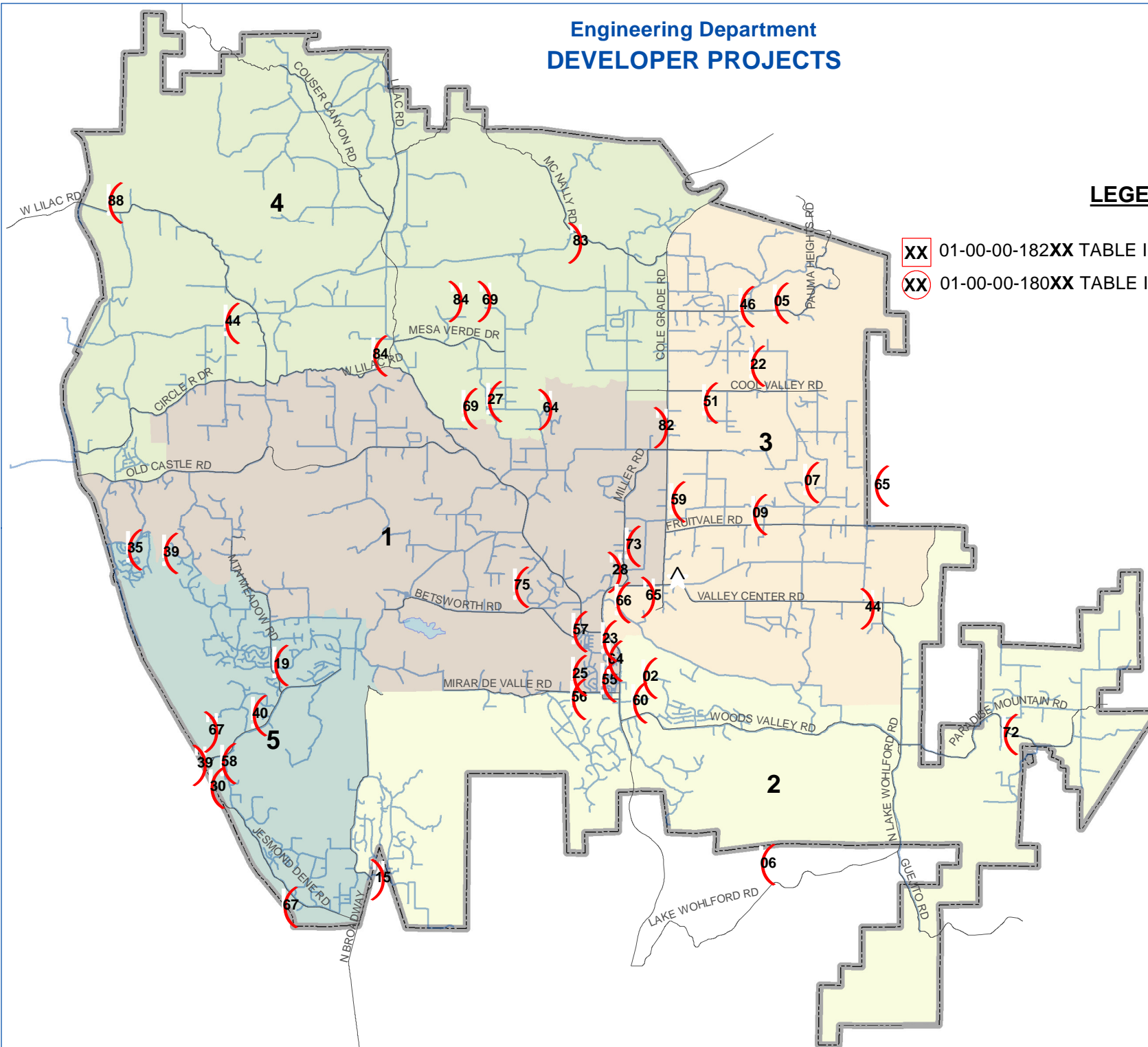
Job # 01-00-00- 180xx	PROJECT NAME	Proj. Mgr.	Map No.	Lots/ Units	P h a s e	PLANNING	Planning		CONSTRUCTION				September 2023 Comments
						Engineer	Concept Approval	Plan Approval (1)	Estimated Cost	Contractor	% Complete	Final Acceptance	
74	City of Escondido Flume Underground Project	NL			B	Michael Baker International				Sukut	100%	N/A	Project account was closed, and remaining funds disbursed to Escondido 9/21/23.
75	Hideaway Lake Road Waterline Extension	NL		1	E	ARC Engineering	Pending						Staff requested additional information in January 2023 to process Concept Approval. Waiting on response from developer to move forward with concept approval. No activity since January 2023.
84	Anderson Line Extension (Munster Platz)	NL	TPM 20460	5	G	Wynn Engineering	05/16/16						District sent request to new owner for \$5,000 deposit and project account agreement in June. No VCMWD activity since June 2023.
88	Marquart Ranch Line Ext.	NL	TM 5410	9	G	MLB Engineering (Michael Benesh)	05/04/09	09/19/17	\$293,751				No activity since plans approved September 7, 2017.
	PROJECT SUMMARY				# of Projects	Lots or Units	Total Cost	<div>(DFA) = District Facilities Agreement</div> <div>(P) = District Participation in Project</div> <div>(R) = Reimbursement Agreement</div> <div>(1) Red Text indicates that Concept or Plan Approval has expired.</div>					
A	Warranty Period				3	57	\$1,018,100						
B	Under Construction				15	871	\$11,230,477						
C	Pending Construction				1	1	\$255,000						
D	Design Phase				7	90	\$194,202						
E	Concept Approval (Pending Design)				1	1	\$0						
	Total in Process				27	1,020	\$12,697,779						
F	In Planning - Active				7	803	\$0						
G	In Planning - Inactive				10	139	\$4,273,708						
	Total Planning				17	942	\$4,273,708						
	Total Projects				44	1,962	\$16,971,487						

# Engineering Department DEVELOPER PROJECTS



## LEGEND

- XX 01-00-00-182XX TABLE I - SPECIAL PROJECTS
- XX 01-00-00-180XX TABLE II - DEVELOPER PROJECTS



## E. CAPITAL IMPROVEMENT PROJECTS:

See Table III and Location Map for general status of all capital improvement projects.

## F. MAPPING:

General Activity: In the month of September staff received 15 mapping update requests for a total of 36, 10 were completed. In addition, staff digitized 17 VCMWD easements. From a total of 3006 easements, 961 have been added to the District's geodatabase, 2045 are pending. Staff also assisted with the Gordon Hill Upper Pipeline Replacement Project, Rodriguez Road Project and the Moosa Minor Upgrades Project.

MAPS AND RECORDS UPDATE STATUS TABLE					
September	Capital Improvement Projects <sup>(1)</sup>	Developer Projects <sup>(2)</sup>	Encroachment Permits <sup>(3)</sup>	Special Projects <sup>(4)</sup>	Facility Mapping <sup>(5)</sup>
Beginning Log	4	0	0	5	21
Plus New	1	0	0	0	15
Less Completed	(1)	0	0	0	(10)
Ending Log	4	0	0	5	26

Maps and Records Updates: Maps and records consist of preparing record drawings (as-builts) and valve detail drawings and updating the District base map, GIS facility map, and database. Maps and records are continually being updated to accurately reflect completed projects, non-District improvements (encroachments), and current field conditions. The following table summarizes the status of the record map updates.

### Maps and Records Update Status Table Footnotes:

- 1) Capital Improvement Projects – This column represents AutoCAD record drawing status of recently constructed Capital Improvement Projects. Each project may generate or affect one or more record drawings. Each project is counted as one regardless of the number of improvement sheets.
- 2) Developer Projects – This column represents AutoCAD record drawing status of recently constructed Developer Improvement Projects. Each project may generate or affect one or more record drawings. Each project is counted as one regardless of the number of improvement sheets.
- 3) Encroachment Permits – This column represents changes made to our existing AutoCAD record drawings to reflect an encroachment that has been generated through the permit process.
- 4) Special Projects – This column represents AutoCAD record drawing status of recently constructed Special Projects such as the installation of new fire hydrants or service laterals.
- 5) Facility Mapping – This column represents individual minor mapping update requests from field or office staff.

**ENGINEERING DEPARTMENT**  
**TABLE III - CAPITAL FUNDED PROJECTS SUMMARY**

Acct. No.	Project Name	F.Y. Author-ized	Total Budget	Contractor / Consultant	2023		Project Manager	September 2023 Comments
					Aug	Sept		
Pipelines & PRV Projects								
51020	Upsizing / Unspecified Pipeline Replacement	23-24	\$250,000	N/A	0%	0%	Wally Grabbe	Authorization with FY 2023-24 Annual Budget - \$250,000; \$151,500 carryover from prior year plus \$98,500 new authorization.
51500	Pipeline Condition Assessment	22-23	\$150,000	Pending	3%	4%	Michael Powers	Staff continued to draft request for proposals for condition assessment of water pipelines.
51150	North Broadway Pipeline Relocation (Design/Bid Phase)	21-22	\$100,000	In-House (Design) TSAC - Surveying	76%	76%	Michael Powers	Staff continued work on design including updating plans and establishing right of way through continued coordination with SDG&E on encroachment permits and with property owners regarding required easements.
18080	NC ESP Alternative Delivery Project Planning, Design and Funding Agreement (Construction Phase)	17-18	\$11,325,000	Orion Construction	10%	10%	Nick Lyuber	Material and Equipment Submittal process remains ongoing. Meter relocations along Lilac Rd were completed in the month of September.
51200	NC ESP 14-inch Pipeline Relocation (Construction Phase)	21-22	\$725,000	Orion Construction	10%	10%	Nick Lyuber	Installation of the support columns for the 12-inch pipe crossing over the creek began in the month of September.
51513	Water System Upgrade Projects - Keys Creek Crossing Replacement (planning and design)	14-15	\$170,000	In-House	20%	25%	Fernando Carrillo	12-inch gate valve was ordered and is scheduled to be installed in October.
51690	Cole Grade Road Pipeline Replacement Design Phase	16-17	\$610,000	In-House	95%	95%	Nick Lyuber	Staff continued work on design including updating plans and establishing right of way through continued coordination with SDG&E on encroachment permits and with property owners regarding required easements.

# ENGINEERING DEPARTMENT

## TABLE III - CAPITAL FUNDED PROJECTS SUMMARY

Acct. No.	Project Name	F.Y. Author-ized	Total Budget	Contractor / Consultant	2023		Project Manager	September 2023 Comments
					Aug	Sept		
Pipelines & PRV Projects, continued								
51412	Gordon Hill Pipeline Replacement (Design/Bid/Award Phase - 100% Complete) (Warranty)	18-19	\$3,380,000	CCL Contracting	100%	100%	Nick Lyuber	Complete, 1-year warranty expires May 1, 2024.
51415	Oat Hill Discharge & Alps Way Pipeline Replacement (Design/Bid/Award Phase - 100% Complete) (Warranty)	18-19	\$1,225,000	M-Rae	100%	100%	Nick Lyuber	The Oat Hill Discharge portion of the project is complete, 1-year Warranty expires July 3, 2024.
51417	Lilac Road Pipeline Upsizing (Construction Phase)	18-19	\$3,700,000	Cass Arrieta	75%	85%	Fernando Carrillo	Contractor made preparation for the 8 waterline tie-in locations and the 50 plus meter exchanges.
51420	Old Castle Road Pipeline Replacement - Phase 2 Design Only	21-22	\$100,000	In-House	80%	80%	Michael Powers	This project is planned to be included in the "2021 Facility Replacement Project" SRF application. Staff is working on design plans to be included with the application.
51460	Duffwood Project	21-22	\$190,000	TAD Construction	100%	100%	Nick Lyuber	Project is complete and in the 1- year warranty period ends April 14, 2024.
51120	2020 DWSRF Loan Application (Reimbursement Phase)	18-19	\$150,000	In-House	50%	60%	Nick Lyuber	Staff is working on Quarterly report #6 for the period of July to September 2023, as well as Disbursement #3.
51121	2021 DWSRF Loan Application	20-21	\$75,000	Birdseye Planning Group	30%	30%	Nick Lyuber	Staff is preparing a Board Action for October, Authorizing submission of the application. Meanwhile information is being gathered and assembled necessary to submit.
51910	Gordon Hill Upper Pipeline Relocation Project (Design, Bid Phase)	21-22	\$30,000	In-House	90%	90%	Michael Powers	Staff continued work on design including updating plans, and coordination with SDG&E on encroachment permit.
51840	Rodriguez Road Pipeline Replacement (Planning Phase)	23-24	\$50,000	In-House	10%	10%	Nick Lyuber	Staff has begun diving into the original design and identifying items that need to be revised or updated. It was determined, more in depth and additional survey is necessary to help clarify certain items. The surveyor who performed the original survey will be engaged.

**ENGINEERING DEPARTMENT**  
**TABLE III - CAPITAL FUNDED PROJECTS SUMMARY**

Acct. No.	Project Name	F.Y. Author-ized	Total Budget	Contractor / Consultant	2023		Project Manager	September 2023 Comments
					Aug	Sept		
Reservoir Projects								
51303	Ridge Ranch Interim Reservoir (Design Phase)	19-20	\$90,000	In-House Design	20%	20%	Michael Powers	Staff Continued preparation of the pre-design report component of the request for proposals to solicit aid in completing bid documents. Staff continued investigations to develop site plans and materials specifications for the 30% design.
51307	Weaver Reservoir - Paint & Recoat	21-22	\$1,800,000	AMP United	100%	100%	Nick Lyuber	Project complete and in the 1-year Warranty Period ends October 6, 2023.
51401	Burnt Mountain & Reidy Canyon No. 2 Reservoir - Paint & Recoat	21-22	\$1,150,000	Advanced Industrial Services	100%	100%	Nick Lyuber	Project is complete and in the 1- year warranty period ends December 19, 2023.
51403	San Gabriel No. 1 Reservoir - Paint & Recoat	22-23	\$2,040,000	AMP United	95%	100%	Michael Powers	Project was completed within contract schedule. Notice of completion was prepared. Project is in 1-year warranty period which ends September 26, 2024.
51404	Mountain Meadow No. 1 & Reid Hill Reservoirs - Paint & Recoat	22-23	\$2,315,000	Capital Industrial Coatings	100%	100%	Michael Powers	Project is complete and in the 1-year warranty period ends May 25, 2024.
51405	McNally & Mizpah Reservoir - Paint and Recoat (Design, Bid Phase)	23-24	\$2,250,000	Capital Industrial Coatings	70%	95%	Nick Lyuber	Staff continued preparation of the pre-design report component of the request for proposals to solicit aid in completing bid documents. Staff continued investigations to develop site plans and materials specifications for the 30% design.
Data Management Systems								
51730	SCADA/HMI Migration - Water system - Initial Equipment Purchase FY 17/18 Migration FY 21/22	21-22	\$310,000	In-House	15%	15%	Nick Lyuber	Staff has collected the necessary information to define the scope of the work, and is continuing to draft the Request for Proposals.
51770	Document Management System	22-23	\$65,000	Pending	0%	0%	Wally Grabbe	Recommendation for software vender delayed pending further evaluation of construction management software and other department document requirements. Recommendation scheduled for October timeframe.
51780	GIS Easement Integration	22-23	\$75,000	In-House	60%	60%	Nick Lyuber	Staff met to review the process of inputting easements granted through Maps into the database, including the CCR documents.



# ENGINEERING DEPARTMENT

## TABLE III - CAPITAL FUNDED PROJECTS SUMMARY

Acct. No.	Project Name	F.Y. Author-ized	Total Budget	Contractor / Consultant	2023		Project Manager	September 2023 Comments
					Aug	Sept		
Facilities Projects								
51670	Turner Dam EAP	18-19	\$9,500	Chang Consultants Prestige Analytics, Inc.	98%	100%	Wally Grabbe  Gaby Olson	DSOD (Division of Safety of Dams) approved the new inundation map on January 16, 2020. Staff had previously contracted with a consultant, Prestige Analytics, Inc., to address the State's comments and complete the EAP.  <b>Prestige Analytics received notification that the final draft of the EAP was approved by CalOES (California Office of Emergency Services) on September 29.</b>
51590	Water Age Analysis	22-23	\$100,000	Mission Consulting Services (Jen Mael)	5%	5%	Wally Grabbe	Collecting and organizing water meter usage data for use in the evaluation.
Lower Moosa Canyon Water Reclamation Facility Projects								
53030	Moosa Wastewater O&M Manual Development	17-18	\$60,000	In-House	60%	60%	Fernando Carrillo	<b>Engineering staff producing drawings and attachments for O&amp;M Manual.</b>
53100	2023 CWSRF Application	23-24	\$100,000		0%	0%	Fernando Carrillo	<b>New Project Authorization for FY 2023-2024. No activity in September.</b>
53290	Meadows Lift Station Motor Control Upgrade	21-22	\$455,000	In-House Design	8%	10%	Fernando Carrillo	<b>Design is anticipated to be completed in Oct/Nov.</b>
53320	Moosa Clarifier No. 1 Upgrades - Construction	21-22	\$250,000	In-House	25%	45%	Fernando Carrillo	<b>JCI completed coating system on the concrete walls and installed new weirs and baffles. JCI had to move off site due to the wrong coating system on the Westech clarifier rake system. Westech to repair the coating system.</b>
53330	Moosa Clarifier No. 2 Upgrades - Design	23-24	\$600,000		0%	0%	Fernando Carrillo	<b>New Project Authorization for FY 2023-2024. No activity in September.</b>
53550	Moosa Minor Upgrades	23-24	\$150,000		5%	10%	Fernando Carrillo	<b>Completed plans, preparing cost estimates and evaluating options for construction.</b>
53640	Server Room Relocation	23-24	\$250,000		10%	15%	Fernando Carrillo	<b>Architect produced the first set of preliminary plans for District staff to review and comment. District staff provided initial comments.</b>



# ENGINEERING DEPARTMENT

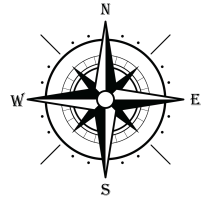
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Acct. No.	Project Name	F.Y. Author-ized	Total Budget	Contractor / Consultant	2023		Project Manager	September 2023 Comments
					Aug	Sept		
Woods Valley Ranch Water Reclamation Facility Expansion Projects								
56120	Woods Valley Ranch Wastewater Expansion Project  Property Acquisitions	98-99	\$250,000	In-House	80%	80%	Wally Grabbe	North Village Lift Station site acquisition pending resolution of Indian Creek Road ROW and County approval of VCVF Village Station site plan. VCVF site plan approval by County is still in process. <b>There has been no further discussions with the new owner of the Weston residential parcels. County VMT regulations have slowed down the owner's planning processes. No Activity in September.</b>
56170	Woods Valley Golf Course Seasonal Storage	16-17	\$450,000	In-House	0%	0%	Fernando Carrillo	Staff continuing to work with San Pasqual Economic Development Corporation to develop additional seasonal storage facilities on the golf course. <b>No Activity in September.</b>
56260	Grinder Pump Flow Meter Installation	21-22	\$72,000	In-House	0%	0%	Fernando Carrillo	Staff is developing an RFQ for installation of the flow meters at various commercial properties that are connected to the South Village Low Pressure sewer collection system. <b>No Activity in September.</b>
56320	North Village Lift Station Design	16-17	\$290,000	Kennedy/Jenks (Preliminary Design)	10%	10%	Fernando Carrillo	Preliminary design complete. Lift Station site requirements identified. Site acquisition pending county approval of Village Station (VCVP) development plans. <b>No Activity in September.</b>
55330	Series 1 Bond Issuance Costs CFD 2020-1	21-22	\$350,000	BBK, Fieldman-Rolapp, Koppel & Gruber	90%	90%	Wally Grabbe	Staff previously met on-line with the SWRCB staff to discuss a path forward that would be mutually agreeable. VCMWD finance team prepared and submitted a written proposal supporting our request to add the CFD as a pledged security to the SRF Loan and not prepay the CFD share. SWRCB staff provided no commitment to a timeframe for their review. Staff continues to follow up the SWRCB regarding comments on the submittal. <b>Follow meeting was held in mid-September. SWRCB staff is still review data to determine acceptability of adding CFD as a pledged security.</b>
55340	Orchard Run Lift Station Construction	21-22	\$3,850,000	GSE Construction (\$3,531,471)	100%	100%	Fernando Carrillo	<b>Final Payment pending completion of minor punchlist items.</b>

**ENGINEERING DEPARTMENT**  
**TABLE III - CAPITAL FUNDED PROJECTS SUMMARY**

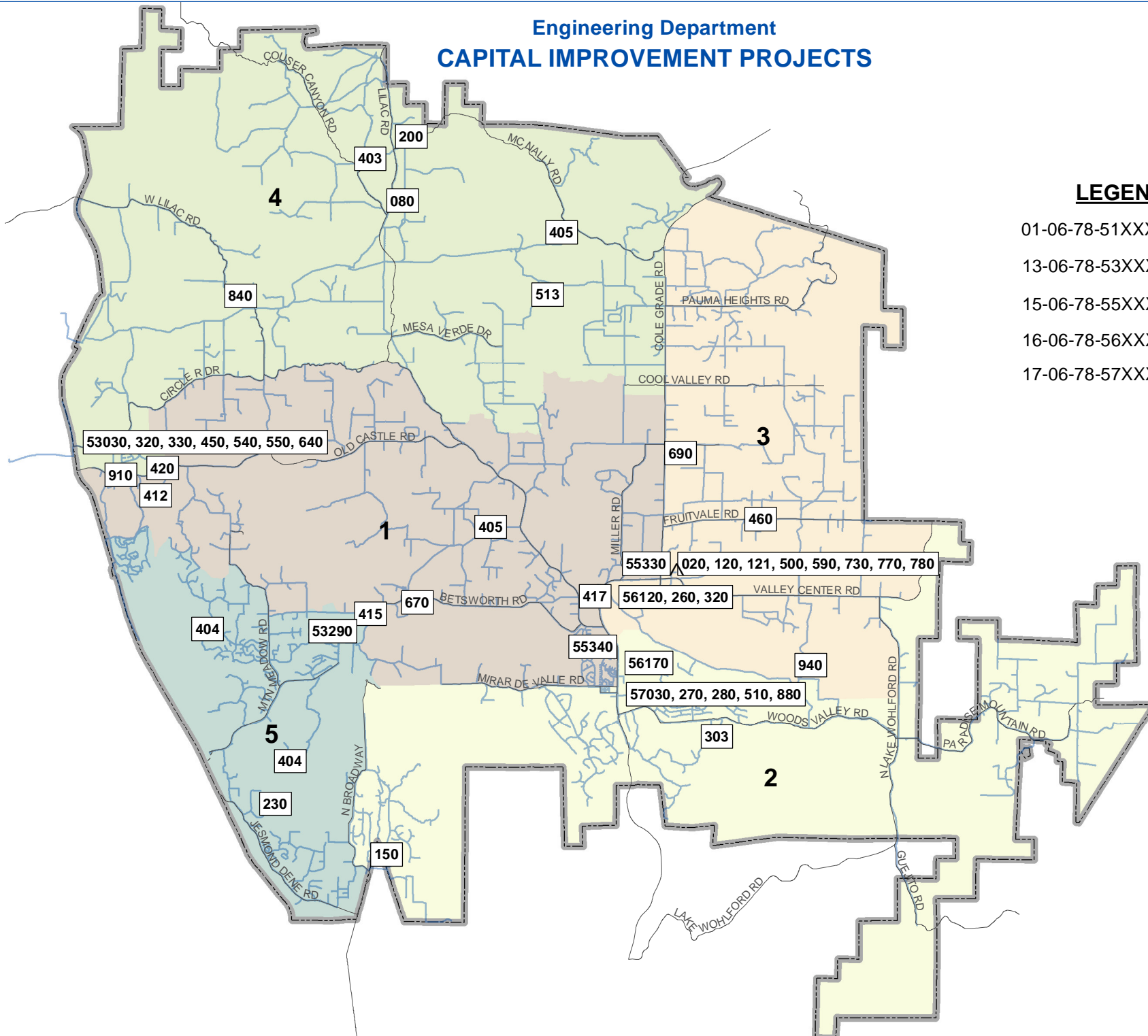
Acct. No.	Project Name	F.Y. Authorized	Total Budget	Contractor / Consultant	2023		Project Manager	September 2023 Comments
					Aug	Sept		
Woods Valley Ranch Water Reclamation Facility Projects								
57030	WVR Wastewater O&M Manual Development	17-18	\$90,000	In-House	6%	6%	Fernando Carrillo	Engineering staff and Wastewater staff have started reviewing existing O&M and are developing a new format. <b>No Activity in September.</b>
57270	Aeratioin Piping Evaluation	22-233-24	\$25,000		0%	0%	Fernando Carrillo	<b>Scheduling with wastewater operators to take aeration line out of service to video the line and determine location of the aeration leaks.</b>
27280	Rapid Thickener	23-24	\$750,000		0%	0%	Fernando Carrillo	<b>New Project Authorization for FY 2023-2024. No activity in September</b>
57510	WVR WRF HMI Upgrade	21-22	\$25,000	Interface Automation	5%	5%	Fernando Carrillo	WVR WRF HMI Upgrade is scheduled to start after the Water SCADA HMI Conversion Project is completed. <b>No Activity in September.</b>
57880	Woods Valley Ranch WRF Waste Discharge Permit Requirements Salt Nutrient Management Plan (SNMP)	15-16	\$90,000	In-House	5%	5%	Wally Grabbe	<b>Scheduled start delayed to January '24.</b>

# Engineering Department CAPITAL IMPROVEMENT PROJECTS



## LEGEND

- 01-06-78-51XXX (XXX)
- 13-06-78-53XXX (53XXX)
- 15-06-78-55XXX (55XXX)
- 16-06-78-56XXX (56XXX)
- 17-06-78-57XXX (57XXX)



## **G. FUNDING REQUESTS:**

Drinking Water State Revolving Fund Loan Application. Disbursement Request No.1 (\$423K) for design expenses was received October 21, 2022. Final Budget Approval (FBA) of the Installment Sales Agreement by the SWRCB for the 2020 Pipeline Projects was received in March '23. With the FBA completed, staff submitted Disbursement Request No. 2 (\$3.23M) on May 1, 2023 for all construction expenses through March 2023. In July, staff submitted the quarterly project status report to the SWRCB for work through June 2023.

Disbursement Request No. 3 (\$2.64M) for construction expenses for the same period was submitted September 26<sup>th</sup>.

FY23 Community Grant. In April, VCMWD had been notified of being awarded a \$3.06M Community Grant for the Lilac Road Pipeline Replacement Project and contacted the EPA. Because the Lilac Road project was already under construction, there may difficulties in demonstrating compliance with the NEPA (National Environmental Policy Act) and BABAA (Buy America Build America Act) grant requirements. With a new project these grant requirements can be addressed in design and compliance assured. Staff requested the EPA approved a "Technical Correction" to shift the grant funding from the Lilac Road Pipeline Replacement Project to the Rodriguez Road Pipeline Replacement Project.

Staff is preparing the application for submittal through the EPA's Grants.gov website in conjunction with an SRF application for the balance of the funding.

## **H. SEMINARS/MEETINGS:**

No reportable seminars/meetings in September.

#### IV. FINANCE DEPARTMENT:

##### A. COMPARISON OF STATISTICS:

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>FY to Date</u></b> <b><u>2023-24</u></b>	<b><u>FY to Date</u></b> <b><u>2022-23</u></b>
<b>Bills Mailed:</b>	10,480	31,385	30,899
<b><i>Actions for Non-Payment:</i></b>			
Notices Mailed	1,289	3,774	3,911
48 Hr. Phone Calls	467	1,591	1,508
Meters Flow Restricted	3	20	10
Accounts Liened	2	45	30
Lien Notices Mailed	4	148	112
<b>Accounts Transferred</b>	<b>73</b>	<b>182</b>	<b>236</b>

	<b><u>SEPT</u></b> <b><u>2023</u></b>	<b><u>SEPT</u></b> <b><u>2022</u></b>	<b><u>SEPT</u></b> <b><u>2021</u></b>
<b>Customer Counts:</b>			
<b>Active Water Accounts:</b>			
Certified Ag - PSAWR	637	648	924
M & I	9,120	8,913	8,275
Fire Meters	<u>1,959</u>	<u>1,755</u>	<u>1,394</u>
<b>Total Active Accounts</b>	<b>11,716</b>	<b>11,316</b>	<b>10,593</b>

<b>Inactive Water Accounts:</b>			
PSAWR	47	40	91
M & I	730	705	666
Total Inactive Accounts	<u>157</u>	<u>878</u>	<u>897</u>
<b>Total Water Accounts</b>	<b>12,650</b>	<b>12,195</b>	<b>11,492</b>

<b>Active Wastewater Accounts:</b>			
Moosa	2,494	2,495	2,491
Woods Valley	<u>936</u>	<u>762</u>	<u>432</u>
<b>Total Wastewater Accounts</b>	<b>3,430</b>	<b>3,257</b>	<b>2,923</b>

	<b><u>Acre-Feet</u></b>	<b><u>Value</u></b>
<b>Interim MWD Agricultural Program:</b>		
AUG 1994 through DEC 2012	<u>513,882.8</u>	\$63,681,802
<b>MWD RTS Estimated Savings:</b>		
JAN 2003 through DEC 2012		17,884,325
<b>SDCWA PSAWR:</b>		
AUG 1998 through JULY 2023	<u>489,283.2</u>	33,605,223
<b>SDCWA Emergency Storage Est. Savings:</b>		
JAN 2003 through JULY 2023		35,348,532
<b>SDCWA Supply Reliability Est. Savings:</b>		
JAN 2016 through JULY 2023		<u>5,008,532</u>
<b>TOTAL MWD &amp; SDCWA DISCOUNTS</b>		<b><u>\$155,537,957</u></b>

**B. MEETINGS:**

9/12/2023 9:00 am – 12:00pm

Jim and Vanessa attended the CalPERS San Diego Regional Office, CALPERS Employer Leadership Dialogue.

9/13/2023 2:00 pm – 3:00 pm

Jim and Vanessa attended the Virtual Meeting with SWRCB, Preferred path forward to resolve the repayment/amendment issues with the CFD portion of the SFR Loan debt.

## **V. INFORMATION TECHNOLOGY DEPARTMENT:**

### **A. CAPITAL IMPROVEMENT PROJECTS –**

SCADA HMI Improvements – Wonderware HMI system replacement at wastewater facilities with Ignition HMI software has been completed. Replacement of the HMI system for the water system is currently in planning stages with evaluation of PLCs and other control systems.

Asset Management System – Phase 2 of Cityworks development and deployment is in progress, which includes backflow, fleet maintenance, storeroom modules and integration with GIS and ERP systems. Staff is currently testing usability improvements to the backflow module.

Boardroom Technology Upgrade – The existing technology in the board room is being replaced with a new high definition media system. In-room video presentation system and video system wiring upgrades are in progress. Some components are backordered due to supply chain delays.

Server Visualization and Storage – The project upgrades the data center virtual computing environment to Windows 2022 server-based system. This includes redundant server cluster with automatic failover, software licenses, and core network switch upgrade in the data center. The deployment of a new virtual server cluster has been completed. Redundant backup server configuration and deployment has been completed. Network switch upgrade is waiting for product delivery.

### **B. GENERAL ACTIVITY –**

SCADA Upgrades – Continuous rolling upgrades are being done to replace older devices such as radios, cameras, network switches, and Uninterruptible Power Supply (UPS) units with newer models, which are faster and more reliable. Video cameras are being replaced with event-driven models that are capable of detecting humans and vehicles.

Geographic Information Systems (GIS) Upgrades – GIS staff has deployed web maps and user portals within the software, and GIS databases and maps have been integrated with the Cityworks Asset Management System. The system is being continuously enhanced and actively used by District personnel.

Video Surveillance System Upgrades – IT staff completed the deployment of a new video surveillance system technology that allows the operators to monitor events and alerts from the cameras in real time and provides fast access to previously recorded events and video recordings. This enhances the detection of intrusions and allows faster response to abnormal events.

### **C. SYSTEM STATUS –**

All systems operated normally.

### **D. MEETINGS –**

Ando Pilve attended an Interagency Collaborative Information Committee Meeting at Otay Water District on September 27, 2023.

**INFORMATION TECHNOLOGY DEPARTMENT  
CAPITAL FUNDED PROJECTS SUMMARY**

Project No.	Name	F.Y. Auth- orized	Total Budget	Contracts			Comments	Project Manager/ Coordinator
				Contractor / Consultant	% Complete			
					Aug	Sep		
51040	Boardroom Technology Upgrade	16-17	\$ 32,135	In-house	98%	98%	Project will upgrade the Audio/Video presentation technology in the Boardroom. New sound system was installed in January 2018. Video live streaming system was installed with upgraded cameras. New monitors were installed on the dais. Video presentation system upgrade is in progress.	Ando Pilve
51480	Asset Management System	18-19	\$ 88,704	In-house, external consultant	98%	98%	Cityworks Asset Management System's implementation is in progress. Deployment is completed with DigAlert, work order modules, and GraniteNet sewer inspection system. Backflow, fleet, and storeroom modules are in development.	Ando Pilve
51240	Server Virtualization & Storage	22-23	\$ 97,423	In-house	96%	97%	Project upgraded the data center virtual computing environment to Windows 2022 server based system. This includes redundant server cluster with automatic failover, software licenses, and core network switch upgrade in the data center. Deployment of the new server cluster has been completed. Configuration and testing of failover replica server has been completed. Core network switch upgrade is waiting for product availability.	Ando Pilve



## **VI. GENERAL ADMINISTRATION PROJECTS AND PROGRAMS:**

### **A. GENERAL MANAGER'S MEETINGS AND ACTIVITIES FOR SEPT 2023 –**

- 09/05/23 – SDCWA Board Retreat, Speaker Preparation (GA), and VCMWD Regular Board Meeting (GA & GO);
- 09/06/23 – VCMWD Agenda Meeting (GA & GO), Finance Department, Human Resources Position Vacancy (GA), Lake Wohlford Resort Annexation Status Update (GA), and ACWA Water Use Efficiency Regulation (GO);
- 09/07/23 – SDCWA Board Retreat (GA);
- 09/08/23 – Butterfield Trails EDU Transfer Meeting w/SD County (GA);
- 09/11/23 – SDCWA Hauck Reservoir Mesa Tour (GA), JPIC Meeting (GO), and ACWA Water Use Efficiency Regulation Meeting (GO);
- 09/12/23 – SDCWA General Counsel Dave Edwards Meeting (GA), and SD County Farm Bureau Water Committee Meeting (GA);
- 09/13/23 – CFD Bond Finance Team Meeting with SWRCB Staff (GA), and ACWA Bi-Monthly Water Use Efficiency Meeting (GO);
- 09/15/23 – North County General Manager's Meeting (GA), Lake Turner Solar Status Meeting with Clearway Energy (GA), and ACWA Energy Committee Fall Conference Planning Meeting (GA);
- 09/18/23 – VCMWD Regular Board Meeting (GA), and ACWA Water Use Efficiency Meeting (GO);
- 09/19/23 – VCMWD Agenda Meeting (GA & GO); SDCWA Member Agency Manager's Meeting (GA);
- 09/21/23 – SDCWA Legislative Liaison's Meeting (GO);
- 09/25/23 – Staff Meeting, "A" Group (GA), SDCWA Board Officers and Chairs Meeting (GA), SDCWA Water Master Plan Technical Committee Meeting (GA), M-Rae Dispute Resolution Meeting with BBK (GA), and ACWA Water Use Efficiency Meeting (GO);
- 09/26/23 – Staff Meeting, "B" Group (GA), and SDCWA A&F Committee Pre-Board (GA);
- 09/27/23 – SDCWA North County Caucus Meeting (GA), SDCWA North County Reps Pre-Board Meeting Lunch (GA), and CAL Water Efficiency Partnership WUE webinar (GO);
- 09/28/23 – SDCWA Regular Board Meeting (GA);
- 09/29/23 – ACWA Board of Directors Meeting (GA), and PFAS Class Action Suit Discussion, BBK (GA).

*\*Key: GA – Gary Arant; GO Gaby Olson*

**B. Water Conservation and Public Outreach –**

Staff distributed invitations for the administration, teachers, and students to virtually recognize the winners of the 2023 Water Awareness Poster Contest at the October 16, 2023 Board Meeting.

**C. Personnel –**

**1) Regular Full-Time Employees, as of September 30, 2023:**

<u>Funds</u>	<u>Budgeted</u>	<u>Employed</u>
Water	66	64
Wastewater	<u>6</u>	<u>6</u>
<b>Total</b>	<b>72</b>	<b>70</b>

**2) Pending Retirements –**

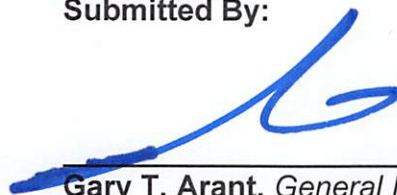
- a) John Martinueau, *Sr. C&M Technician* – December 4, 2023
- b) Wally Grabbe, *District Engineer/Deputy GM* – March 29, 2024
- c) Lee Hicks, *Water Operations Supervisor* – August 6, 2024

**Compiled By:**



**Kirsten N. Peraino**, *Board Secretary*

**Submitted By:**



**Gary T. Arant**, *General Manager*