

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

MONDAY

December 15, 2008

3:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC PARTICIPATION – OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE BOARD ON ANY SUBJECT MATTER WITHIN THE BOARD'S JURISDICTION BUT NOT AN ITEM ON TODAY'S AGENDA
5. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 18, 2008
6. CUSTOMER GAN'S APPEAL
7. PUBLIC HEARING ON RATE INCREASES

THE BOARD WILL BE HOLDING A PUBLIC HEARING TO CONSIDER THE PROPOSED RATE INCREASES TO BE IMPLEMENTED IN CALENDAR YEAR 2009. THE BOARD INVITES THE PUBLIC TO PROVIDE COMMENTS ON THESE PROPOSED INCREASES

- a) APPROVE THE IMPLEMENTATION OF RATE CHANGES AS PROPOSED FOR THE FISCAL YEAR 2008-2009 OPERATING AND CAPITAL BUDGET; AND ADOPT ORDINANCE NO. 518 REPLACING SECTION 25, RATES AND CONDITIONS FOR WATER SERVICE; AND AMENDING SECTION 53, FEES, RATES, CHARGES AND CONDITIONS FOR SEWER SERVICE OF THE DISTRICT'S CODE OF ORDINANCES (BEACHEM)

CONSENT CALENDAR

8. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
 - a) AWARD A MAINTENANCE CONTRACT TO LAYFIELD ENVIRONMENTAL SYSTEMS CORPORATION FOR THE MAINTENANCE OF THE FLOATING COVERS ON FOUR POTABLE AND TWO RECYCLED RESERVOIRS IN AN AMOUNT NOT-TO-EXCEED \$119,138 FOR ONE-YEAR AND FOUR ONE-YEAR RENEWAL OPTIONS AT THE DISTRICT'S DISCRETION
 - b) AWARD A CONSTRUCTION CONTRACT TO NATGUN CORPORATION IN THE AMOUNT OF \$2,373,220 FOR THE 1296-3 RESERVOIR – 2.0 MG PROJECT
 - c) APPROVE CHANGE ORDER NO. 5 TO THE EXISTING CONTRACT WITH PACIFIC HYDROTECH CORPORATION FOR THE CONSTRUCTION OF THE 640-1 AND 640-2 RESERVOIRS PROJECT IN THE AMOUNT OF <\$432,652.84>
 - d) UPDATE REPORT ON DIRECTORS' EXPENSES FOR THE 1ST QUARTER OF FISCAL YEAR 2009

ACTION ITEMS

9. PRESENTATION OF MUNICIPAL INFORMATION SYSTEMS ASSOCIATION OF CALIFORNIA'S AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY PRACTICES (JENKINS)
10. BOARD
 - a) DISCUSSION OF THE 2009 BOARD MEETING CALENDAR

INFORMATIONAL ITEMS

11. THESE ITEMS ARE PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEMS.
 - a) INFORMATIONAL REPORT ON THE 2007 AND 2008 ANNUAL WATER CONSERVATION BEST MANAGEMENT PRACTICE REPORT (GRANGER)
 - b) INFORMATIONAL REPORT ON THE PROPOSED REVISIONS TO THE CALIFORNIA URBAN WATER CONSERVATION COUNCIL'S MEMORANDUM OF UNDERSTANDING REGARDING URBAN WATER CONSERVATION IN CALIFORNIA (GRANGER)

REPORTS

12. GENERAL MANAGER'S REPORT
 - a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE
13. DIRECTORS' REPORTS/REQUESTS
14. PRESIDENT'S REPORT

RECESS TO CLOSED SESSION

15. CLOSED SESSION
 - a) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION [GOVERNMENT CODE §54956.9(a)]
 - (I) MULTIPLE CASES RELATED TO THE FENTON BUSINESS CENTER AND FILED WITH THE SUPERIOR COURT OF THE COUNTY OF SAN DIEGO CONSOLIDATED UNDER CASE NO. 37-2007-00077024-CU-BC-SC
 - (II) AMERICAN PROTECTION INSURANCE V. OTAY WATER DISTRICT, DISTRICT COURT, SOUTHERN DISTRICT OF CALIFORNIA, #08-CV-0662-JM-POR
 - b) CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION [GOVERNMENT CODE §54956.9(b)]

3 CASES

RETURN TO OPEN SESSION

16. REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION. THE BOARD MAY ALSO TAKE ACTION ON ANY ITEMS POSTED IN CLOSED SESSION
17. ADJOURNMENT

All items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

The Agenda, and any attachments containing written information, are available at the District's website at www.otaywater.gov. Written changes to any items to be considered at the open meeting, or to any attachments, will be posted on the District's website. Copies of the Agenda and all attachments are also available through the District Secretary by contacting her at (619) 670-2280.

If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the District Secretary at (619) 670-2280 at least 24 hours prior to the meeting.

Certification of Posting

I certify that on December 11, 2008, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 72 hours in advance of the regular meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on December 11, 2008.



Susan Cruz, District Secretary

AGENDA ITEM 5

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT September 18, 2008

1. The meeting was called to order by President Croucher at 3:01 p.m.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

Directors Present: Bonilla, Breitfelder, Croucher, Lopez and Robak (arrived at 3:10 p.m.)

Directors Absent: None

Staff Present: General Manager Mark Watton, Asst. GM Administration and Finance German Alvarez, Asst. GM Engineering and Water Operations Manny Magana, General Counsel Yuri Calderon, Chief of Information Technology Geoff Stevens, Chief Financial Officer Joe Beachem, Chief of Engineering Rod Posada, Chief of Operations Pedro Porras, Chief of Administrative Services Rom Sarno, Communications Officer Armando Buelna, District Secretary Susan Cruz and others per attached list.

4. APPROVAL OF AGENDA

A motion was made by Director Breitfelder, seconded by Director Lopez and carried with the following vote:

Ayes:	Directors Bonilla, Breitfelder, Croucher and Lopez
Noes:	None
Abstain:	None
Absent:	Director Robak

to approve the agenda.

5. PUBLIC PARTICIPATION – OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE BOARD ON ANY SUBJECT MATTER WITHIN THE BOARD'S JURISDICTION BUT NOT AN ITEM ON TODAY'S AGENDA

No one wished to be heard.

WORKSHOP

6. ACCEPT THE FINDINGS OF THE RATE STUDY, SUPPORT STAFF'S RECOMMENDATION OF THE PHASE-IN OF ALTERNATIVE 3, AND DIRECT

STAFF TO DRAFT PROPOSITION 218 NOTICES WITH THE PROPOSED ALTERNATIVE 3 WATER, SEWER, AND RECYCLED RATES

Chief Financial Officer Beachem indicated that staff was looking for direction from the board to move forward with the Proposition 218 notices to the District's customers. He indicated that there are three issues requiring the board's direction:

- How to implement the 12.4% rate increase.
- How to implement the results of the cost-of-service study.
- How to implement tiered rates and drought rate structures.

He introduced Ms. Karyn Keese of PBS&J, the District's rate study consultant. He indicated that Ms. Keese is very well respected in the nation, especially in California, for her expertise in rate studies. Ms. Keese indicated that the industry is trending toward what are termed conservation based rate structures as demand gets greater on our scarce water resources. She indicated that such structures are not new and have been utilized in the 1980's and in the early 1990's and they became very popular in Northern California during the drought. She stated the goal of conservation structures is to encourage conservation without the need for water agencies to become "water cops."

She stated that the District's staff was very engaged throughout the full study process which is very different from other agencies she has worked with. She indicated that staff's objective was to understand the model and be involved in the analysis so they would be able to manipulate the model themselves. She explained that Otay had a study completed in November 2003 which started the basic cost-of-service analysis. She indicated that they utilized this model and layered in some changes to the cost-of-service and the actual rate structures to establish tiered water rates for not only single and multi-family customers, but also commercial and agricultural/irrigation meter customers. She stated that the District is one of the first agencies to implement tiered rates for commercial and agricultural/irrigation customers, but this is a trend that will become common in the industry.

She indicated that the only change that was made to cost-of-service is increasing the amount of revenue that come from fixed fees. She indicated that the goal of the study, while subscribing to the best management practices of not having fixed revenue in excess of 30%, is to move from the current 25% to 28% of fixed revenue. She stated that there are fixed costs that are incurred whether a gallon or no water is sold which the District must pay (such as debt service). This change will help protect the District financially.

Accounting Manager Rita Bell indicated that the rate study began in May 2008 when staff requested the board's approval to conduct the rate study. She stated that the goal at the time was to simplify the District's rate structure, to bring equity between customer classes, and also encourage conservation. She stated that in June 2008 staff presented the FY 2009 budget which was approved by the board. She indicated that the approved budget is supported by a 12.4% water

rate increase and a 4.6% sewer rate increase. She indicated on August 21, 2008 the General Manager entered into an agreement with PBS&J to assist the District in preparing the rate study. She stated that today, staff is presenting the findings of the rate study and is requesting that the Board select a rate option that will be presented in the Proposition 218 notices to the District's customers.

She presented the rate options for potable water rates which included:

- Straight 12.4% rate increase
- "Phase-in" of cost-of-service rate study
- Full implementation of cost-of-service rate study

She indicated that staff recommends that recycled water rates be continued at 85% of potable landscape customers and for sewer it is recommended that a:

- Straight 4.6% rate increase be implemented
- This is the second year of a three-year phase-in, with a maximum usage fee up to 22 units [this has increased from 18 units]. This increase was already noticed in the 2008 Proposition 218 hearing and was approved by the Board last fiscal year.

Accounting Manager Bell explained that if the District implemented a 12.4% rate increase across the board it would place Otay as the 9th lowest cost among the 23 agencies for single family customers utilizing 15 units of water. For customers utilizing 10 units, the District would be the 5th lowest cost among the 23 agencies. It was noted that this rate does reward the District's water conserving customers.

She reviewed the items they examined in the rate study which included:

- Equity
 - Cost-of-Service Study
 - Government Rate
- Financial Stability
 - Review how much of revenues come from Fixed vs. Variable charges and shift it closer to 30%
- Conservation
 - Implement tiered rate structures for commercial (non-residential) to promote conservation

She noted that these items were reviewed in the context of the Cost-of-Service study. While reviewing the different options, if one item was changed, staff would check that the targeted total revenue was still being collected.

Ms. Keese indicated that a rate study is not performed annually, but is done once every three to five years depending on the changes that is occurring within the District (for instance, the downturn in the housing market and the impending water shortages). She stated that what they found in rate structures is if you add percentage increases across the board to each rate, over time, they start to diverge from the cost-of-service. She stated that the study focused on bringing

everything back to industry standards and cost-of-service to achieve the conservation base. The study revealed that there are some imbalances between customer classes as noted in the table presented on the bottom of slide number 9 (reference the bottom of page 9 of attached copy of staff presentation). To bring rates back to industry standard they added a new dimension to the District's rate structure called "base extra capacity." This means that the more that a customer peaks on the system the greater their demand is on the system, thus, the more they will pay for their water because it is their demand that is the cause for the system to be sized for the higher peaking rates. An example of this is called "max hour" which is a component of "base extra capacity." The single family "max hour" is basically 350% and landscape meters is about 500% (greater peaking by 1.5% than the single family) and, thus, they should have the greater peaking charges incorporated into their rate. This rate study has taken this peaking charge into consideration and is the reason that the percentage increase for agriculture/landscape and construction is 10%. Another area they looked at is a component of the multi-family rate structure that has been in place for a long time, the dwelling unit charge of \$3.85. She stated that this rate was not supported by cost-of-service and it is an old style rate structure that is not commonly used and it is recommended that it be eliminated.

The government rate was also reviewed for equity. Currently, all customer classes, with the exception of the government, pay a 1% property tax and availability fee on the tax roll. In the 1960's the District established a government rate to ensure equity between the customer classes and this rate has not been updated since 1999. The 1% property tax has grown over time due to increases in housing prices and the mix of customers has also changed. In reviewing the government rate it was found that the rate is undercharged by \$.20 per unit of water. It is recommended that the rate be increased to \$.28 per unit from \$.08 per unit of water to achieve balance.

Staff also reviewed possibly increasing the District's fixed fees to provide stability to the revenue stream. She noted that the fee should also be balanced with conservation, so you don't have low water consuming customers paying high water bills because of high fixed fees. She stated that BMP 11 recognizes this and sets the maximum fixed to variable revenue ratio at 30%. Currently, the District is at 25% and staff is recommending that the District move to 28%. Staff is recommending 28% because as the weather changes and water consumption/sales change, the District wants to be sure that it does not go over the 30% threshold. The impact to the average residential customer (15 units) is \$1.62 per month above the 12.4% rate increase (of \$2.01).

Ms. Keese indicated staff reviewed the over-capacity fee which is part of the commercial rate structure. She stated in moving toward a structure based on Cost-of-Service, it is recommended that the over-capacity fee be removed from the rates structure and be placed on similar tiered rate structures for residential single and multi-family to encourage conservation. She stated that moving to a three-tiered commercial structure is highly supported in the industry and by CWA's drought rate consultant, Dr. Chesnutt. This structure is becoming industry standard in areas where there are water shortages. She noted that staff

took every meter size in the different user classes and performed a frequency distribution (ie., identified how many customers are using 5 hcf of water at a particular meter size and customer class, etc.). These statistics are graphed and a curve is produced which reveals patterns within the Commercial/Public, Landscape, Agriculture/Construction, and Recycled in the different classes of meters. The Commercial/Public consumers with ¾" to 6" meters had similar distribution of customers at different levels of consumption. These customers were set as one rate class and the 8" and larger were set on a separate rate structure (which will be presented later). She stated the same was done for Landscape/Agriculture/Construction and three rate structures was set for this class based on meter size and four structures were set for Recycled consumers. Staff is recommending that modest tiering be implemented to initially lay the foundation for these customer types. This will prepare the District in the event of a drought to easily overlay a drought rate structure to achieve the District's conservation targets.

She stated that the method for establishing tiered rates is to first look at your single family users as a class and identify the average use within this class during the winter and compare this usage to the summer months. The usage is then averaged for the year. She stated that this will identify the break points for each of the tiers.

During the winter, 47% of the District's customers use an average of 0 to 10 units of water. This forms the first block of the tier. The second tier represents the 36% of District customers who utilize an average of 11 to 26 units of water during the summer months. The last tier represents the 17% of the District's customers who utilize over 26 units. These are the customers whom you wish to send a pricing signal to as they are using more water than the average summer use of the class. This same process is used to set the tier rates for the different classes (commercial, residential, multi-family, etc.). She also noted the rationale for setting the pricing blocks. The first tier rewards conservation (rate for conserving customers). The second tier is your base usage tier which is set at a 30% price differential from the first tier. The third tier is the penalty block which is set at 100% differential from tier one to encourage conservation. Ms. Keese indicated that this is how conservation rates are set.

She also presented a chart showing the results of a survey of rate structures of all 23 water agencies in the county (see presentation). She noted that those areas on the chart highlighted in green indicate that the agency has implemented tiers for the various classes listed. Many have implemented conservation tiers for their residential class. There are approximately five agencies who have implemented commercial tiers, six agencies with water metered tiers, three with construction tiers, etc. She indicated that the chart shows, as a result of the Cost-of-Service study, that it is recommended that Otay implement tiered structures for all classes (a tiered rate structure for construction and recycled will be newly implemented). She noted that not all the agencies have recycled water and Otay is very fortunate to have recycled water sources. She stated that recycled water rates will be treated similar to landscape meters to encourage conservation.

She also shared that there was a meeting of the manager's work group on the drought rate issue. She stated that the topic of the meeting was to develop a common theme among the various agencies on how drought rate structures and pricing signals will be handled. She stated that CWA has just provided a model to its member agencies which staff has an interest in implementing at the District.

She indicated that when staff reviewed the Cost-of-Service study they realized that if all proposed changes were implemented, there would be some significant increases to various customer classes. She indicated that staff would like to propose a three-year phase-in of the recommendation from the study so the impact of the increases would not be as significant.

Chief Financial Officer Beachem indicated that 12.4% is the average increase of all the scenarios that will be presented. If the Cost-of-Service is implemented, it will shift some customer classes higher and some classes lower to net at 12.4%. He indicated that tiers do not shift by class, but within each class it spreads out what customers will pay (some customers will pay either higher or lower than 12.4%).

Accounting Manager Bell indicated that she will be presenting the implementation of the phase-in of the proposed rate increases. This is a significant increase, and phasing in the increase would allow time for customers to react to the change and give the District time to educate its customers on how the District's new rate structure works and where it is heading. She indicated if the increase is phased in over three-years:

- Cost-of-Service Study: Some customer classes will be going up and some will go down. Staff recommends that one-third of the imbalance would adjust each year by one-third with full implementation in the third year (33% each year for two years and 34% in the third year for 100% implementation).
- Government Rate Increase: The current Government Rate is \$.08/unit and the target rate is \$.28/unit in three years. Staff recommends an increase to \$.15/unit in the first year of implementation, \$.22/unit in the second year and \$.28/unit in the third year.
- Fixed to Variable: Currently the District is at 25% and the target is 28%. Staff proposes an increase to 26% in year one of the phase in, 27% in year two and 28% in year three.
- Existing Tiers: The pricing differential between the tiers will be increased 33% in first two years and 34% in the third year. Some customers will move up in cost and some will move down based on their consumption.
- Commercial Tiers: This is new so staff is proposing that the tiers be established (conservation tier, base tier, and high use tier) at the 47%, 36% and 17% per unit sold. It is recommended that the pricing differential be minimally implemented. This will ease this customer class into the new rate structure and provide them time to adjust.

Director Breitfelder inquired what the advantages were to the District in phasing in the increases versus doing the increase all at once. Chief Financial Officer Beachem indicated that with full implementation there would be a number of customers whose bills would be affected much more so than a phase in option. Staff would receive a number of calls from customers and the District would need to do more outreach to the customers to educate them on the new rates. He stated that full implementation would place a big burden on staff than if the rates were phased in. The phase-in would also allow customers time to create a new budget for the next year and would allow both the District and customers to adjust to the new rate structures.

Ms. Keese indicated that this is not unusual in the industry especially where there is change in the structure of the rates. She stated that there will be customers who will be very happy with the change and some very unhappy. Those that will be unhappy will experience a very substantial increase in their bill. By phasing in the increase, it will allow the District to educate the customers on the changes so customers will have time to react/prepare for the change. As long as the District can achieve its revenue needs to keep the District viable financially, phasing in will provide better public relations.

Chief Financial Officer Beachem indicated that staff will be working with some of its customers, even if the phase-in approach is implemented, on their usage to help them implement more conservation practices to minimize the increase in their monthly bill under the new rate structure. He stated with full implementation, there would be much more effort on staffs' part in this area.

Accounting Manager Bell indicated that with the phase-in approach, an average District customer utilizing 15 units of water, their monthly bill would be approximately \$53.32 per month. This would rank Otoy as the 6th lowest cost among the 23 agencies. If the District implemented a straight 12.4% increase, the District would rank as the 9th lowest cost agency. She also stated that for those customers utilizing 10 units of water, the District would rank 3rd lowest and with a straight 12.4% increase, the District would rank 5th lowest. This rate structure rewards the conserving customer, by bringing their rate lower. She noted that in some of the rankings, there is literally a difference of pennies in the monthly bill when implementing phase-in versus a straight 12.4% increase. To move in the rankings from fifth to third, although this is good, it is not highly significant. There are some other changes that are more significant, but this shows how the residential customers will be affected by the rate increase.

She also reviewed how full implementation would affect rates (implementing a full increase across all service classes). She stated that with full implementation, an average District customer utilizing 15 units of water, their monthly bill would be approximately \$53.48. The District would rank 7th lowest cost among the 23 agencies. For customers utilizing 10 units of water, the District would rank 6th lowest cost. She indicated that phase-in and full do not have a huge impact on single family residential, but the charts show how the District would rank among the agencies in terms of cost based on a phase-in approach versus full implementation.

She presented slides showing the various service classes and what the rates would be if the District implemented a straight 12.4% increase, a phase-in increase or a full implementation increase (please see attached copy of presentation). Accounting Manager Bell noted that previously the consumption block base tier ended at 35 units for residential customers. The new base tier ends at 26 units which is based on the average consumption of the residential class. The last tier (highest rate), consumption of 27 units or more, will be charged to the 17% of residential class utilizing 27 or more units a month. She noted the difference in the tier rates if the increase was phased in versus fully implemented (please see attached presentation). Ms. Keese noted that the highest tier has been lowered for use of 27 units or more from 36 units or more units. Thus, more customers will be hitting the highest tier rate.

Accounting Manager Bell also reviewed the increases in system fees for the various meter sizes. She stated that most of the District's customers have ¾ inch meters, but the District does have some larger residential meters. She noted the different system fee rates if the District implemented a straight 12.4% increase, a phase-in increase or a full implementation increase (please see attached copy of presentation). She indicated that with regard to the MWD and CWA Fees, the District currently does not charge 100% of the fixed cost that MWD and CWA charges the District. The District has only been passing through the incremental increase each year. She indicated that staff would like to change this practice so that the District is passing along 100% of the fixed cost from MWD and CWA and reduce the Otay system fee for the balance of what is needed in fixed fees. She stated this would better label these costs from MWD and CWA.

Director Bonilla asked staff to clarify what the fixed charges from MWD and CWA are. Accounting Manager Bell indicated that there are five fixed charges that the District pays to MWD and CWA:

- Infrastructure Access
- Readiness to Serve
- Capacity Charge
- Customer Service
- Storage

She stated that every time these fixed charges are increased, for example they increase \$1 million dollars from the previous year, staff then raises \$1 million more in revenue, but had never implemented a fee to collect the full amount. She stated that the District actually pays \$5 million in fixed costs, thus by changing these fees, the District will collect the full amount.

Director Bonilla inquired why the District never collected the full amount. General Manager Watton indicated that originally CWA only had an Emergency Storage Fee, and this is when Otay decided to implement a fixed fee. Over the years, we have added to this fee, but have not trued it up with all fixed fees that are being collected by MWD and CWA. He stated that staff has decided to true these costs

up, so that what the District is collecting is what is passed through to MWD and CWA.

Director Bonilla inquired if the previously collected fee was a board decision. General Manager Watton indicated that the board had affirmatively raised that fixed rate, however, the board did not indicate to not collect the full fixed fees from MWD and CWA. The board did not ask that question until today and the fee grew into this over the last four to five years. Ms. Keese indicated that the District does not perform a full cost-of-service study each year. It is done every three to five years. The fee is something that has evolved over the last three years. Accounting Manager Bell indicated that the only fee the District identified was the \$1 for infrastructure access. This fee then increased the following year to \$1.25, etc. Then three to four years ago CWA decided to convert their customer service and storage charges to fixed charges instead of including these costs in their rates. General Manager Watton indicated that CWA was reacting to changes that MWD was making to their rates and so we had three levels of rate structure changing at the same time. Thus, the rate structure was evolving since about 2000.

Director Bonilla indicated that this concerns him as it creates "loose ends." He stated that such situations are the reason that he is a proponent of the "full implementation" of rate increases. He stated there are more advantages versus disadvantages in doing so. He indicated that he also worried that staff is concerned about the political implications and public relations aspect of the rate increases. He indicated that that was more under the purview of the board and what is important is that the District be fiscally responsible

Chief Financial Officer Beachem indicated that he wished to clarify that the District was collecting the fixed fee cost. The District, however, had not gone back to identify specifically the allocations over the last three to five years. With the true-up of this cost-of-service study, there was an opportunity to review and identify CWA's and MWD's fixed fees. It was then found that the District was short in identifying the actual fixed fees from its suppliers. It was reiterated that the District has never under collected, but the District may not have been exactly correct on what the actual fixed fees were from CWA and MWD.

Accounting Manager Bell noted that the actual fixed cost from CWA and MWD, identified by the Cost-of-Service Study, is \$7.02. Previously, the fixed cost collected was \$3.85. Without the Cost-of-Service Study, the increase in the CWA and MWD fixed cost would have been identified as approximately \$4.00 to \$5.00.

General Manager Watton indicated he wished to make a comment with regard to the various rate increase recommendations (phase-in, straight 12.4% and full implementation). In the past when staff has done a cost-of-service study for the sewer, the board had an interest in phasing in the rate increase. Staff presented the various scenarios to allow the board to decide their preference for the implementation of the rate increase and it was also felt that staff should provide the board with a recommendation. Director Bonilla indicated that the board is

fine with this. However, his concern is the motivation for the recommendation. General Manager Watton indicated that the motivation was past practice. Staff is conscious of affecting the customer, but was more looking at what has been done in the past when implementing rate increases.

Accounting Manager Bell continued with staffs' presentation and indicated that one of the other items she wished to discuss with regard to the fixed fees (this also applies to commercial) is that over time, due to the way the District does rate increases (ie., a straight 12.4% increase), the weighting sometimes gets out of balance by meter size. PBS&J did a Hydraulic Weighting by meter size which allowed the District to adjust the CWA, MWD and system fees. Some system fees for some meter sizes are going up, but some meter sizes are going down or not going up as much because the system fees have been re-weighted based on the Cost-of-Service Study.

Accounting Manager Bell then reviewed the master meter water usage rate. She first explained how master meters are billed. If an apartment building has 24 apartments and utilizes 100 units of water, the 100 units are divided by 24 dwelling units and this number (4.17) is utilized to determine which tier block their rate would fall under (see attached copy of presentation). The proposed blocks are based on water usage:

- Tier 1: 0 to 4 units (47% of customers)
- Tier 2: 5 to 9 units (36% of customers)
- Tier 3: 10+ units (17% of customers)

She reviewed the proposed rate increases for the Master Meter customers if the District implemented a straight 12.4% increase, a phase in increase and a full implementation increase (see attached copy of presentation). She indicated that one of the items that staff is recommending eliminating from the District's rate structure is the "per dwelling unit" fixed fee charge of \$3.85. This new proposed rate structure would then reward the District's conserving customers. She noted that in the full implementation, master metered customers would see their rates go down more quickly than in a phase-in implementation due to how the rates are balanced across the service classes. She noted that the District must treat all groups the same to reach its revenue targets. Thus, if revenue collections go down for the master meter class, then more would need to be collected from the other classes, and vice versus, to meet the District's revenue target.

She then reviewed the Commercial and Public Water Usage Rates. She indicated that based on the frequency tables developed in the rate study, it was decided to break the usage blocks into two categories: 1) Less than 8" meters; and 2) 8" meter and over (see attached copy of presentation). She stated the reason for this is that the majority of the District's Commercial and Public Water customers are small water users and there are few large meter customers within the District's service area. The proposed blocks, based on water usage, are:

- Customers with meters smaller than 8":
 - Tier 1: 0 to 101 units (47% of customers)

Tier 2: 102 to 720 units (36% of customers)
Tier 3: 721+ units (17% of customers)

Customers with 8" meters or larger:

Tier 1: 0 to 7,965 units (47% of customers)
Tier 2: 7,966 to 21,761 units (36% of customers)
Tier 3: 21,762+ units (17% of customers)

She reviewed the proposed rate increase for the Commercial and Public Water if the District implemented a straight 12.4% increase, a phase-in increase and a full implementation increase (see presentation). She stated that this is one of the service classes that the District would collect less revenue based on the recommendations of the rate study. Overall, the District would collect the required revenue, but some customers will pay less and some would pay a little more, based on the Cost-of-Service Study.

President Croucher inquired if it is correct that the maximum per unit rate that residential customers would pay is \$3.48 and the maximum that commercial users would pay is \$2.91. Accounting Manager Bell indicated that that was correct. Ms. Keese indicated the reason for this is due to the "base extra capacity" that was discussed earlier. She stated that this particular user class does not peak and the concept of "base extra capacity" is the more you peak, the more you pay. Commercial customer's use is fairly steady each day, however, residential customers tend to peak in the mornings and evenings.

Director Robak inquired with regard to larger properties, like the Otay Ranch Town Center, whose usage would be on the upper end of the usage scale, if they would they be paying a higher per unit rate though they have water-wise landscaping. He indicated that he felt that that was incongruous to conservation. Accounting Manager Bell indicated that ideally, this customer has at least two meters. They would have meter for landscape and one for their indoor use. She stated that the landscape, if it is conserving, would be priced at the lower end of the tier rates for lower usage.

She reviewed the Landscape, Agriculture and Construction water usage rates and noted that the tiers were developed based on meter size recognizing that they would have different usage. The proposed blocks for the various meter sizes, based on water usage, are:

Customers with ¾" to 1" Meters:

Tier 1: 0 to 47 units (47% of customers)
Tier 2: 48 to 164 units (36% of customers)
Tier 3: 165+ units (17% of customers)

Customers with 1.5" to 2" meters:

Tier 1: 0 to 136 units (47% of customers)
Tier 2: 137 to 415 units (36% of customers)
Tier 3: 416+ units (17% of customers)

Customers with 3"+ meters:

Tier 1: 0 to 651 units (47% of customers)

Tier 2: 652 to 4,064 units (36% of customers)

Tier 3: 4,065+ units (17% of customers)

Director Robak indicated that his concern is that we are trying to encourage customers to change their landscaping practices, but because of the large nature of their landscape and though they have implemented water-wise practices, the rate structure does not seem to reward these customers for conserving. Chief Financial Officer Beachem indicated that he does understand the concern. However, for a balance between precision and efficiency, the implemented rate structures cannot be too complicated. Ms. Keese indicated that this was a topic discussed at a CWA meeting yesterday, establishing goals for each individual customer. However, this was not the trend that occurred at the meeting because of the complexity of doing so. She stated that what the new proposed structures are trying to accomplish is to place those customers utilizing more than the average customer in the last tier to encourage conservation. The rate structures will never be perfectly equitable, but the attempt is get it as close to equitable as possible without over complicating the structures.

She reviewed the proposed rate increase for the Landscape, Agriculture and Construction Water Usage Rates if the District implemented a straight 12.4% increase, a phase-in increase and a full implementation increase (see presentation).

She presented an updated slide showing the Non-Residential System and MWD/CWA Fees by meter size and the rates if the District implemented a straight 12.4% increase, a phase in increase, and a full implementation increase (see attached copy of new slide). She indicated that, currently, the District's commercial customers pay a higher system fee than residential customers. She stated that in the Cost-of-Service Study there was no justification for the higher fee. The fee is based on the hydraulic measurement of these meter sizes and they all have the same cost (i.e., read the meter, bill the customer, etc.). Staff is recommending that the District create one set of system fees for all customer classes. She stated that some meter sizes will go up more than others and some are going down as staff has readjusted how much each meter should pay based on the hydraulic measurement (it is all weighted). Ms. Keese indicated that this is not unusual when a straight percentage is applied for meter fee increases on each of the meter sizes. This is the reason a Cost-of-Service Study is prepared. She noted that the last District Cost of Service Study was prepared in 2003.

Director Croucher inquired why the fees for the 8" meter are blank on the slide. Accounting Manager Bell indicated that the District has 8" meters, but they are not meters that the District bills as they are for fire service. There currently is not a system fee associated with the 8" meters, but staff has decided to establish a system fee should a customer request an 8" meter in future. Director Croucher additionally inquired if current 8" meter owners will now pay the fee. Accounting Manager Bell indicated that, currently, fire service customers pay the same amount per month regardless of meter size.

Accounting Manager Bell then presented slides which show the various customer classes and how the different rate increase options (12.4% increase, Phase-in increase and Full Implementation increase) will affect their bills. The graph shows the number of customers who would experience a 10-15% increase, 20-25% increase and 30-35% increase (see presentation). She also noted that currently, Single Family and Attached Residential customers have different billing tiers and Attached Residential customers do not take advantage of the "life line" rate (1-5 units). Staff is proposing that they be grouped into the same class for rate simplification and equity purposes. With regard to Master Metered Residential customers, for those without a separate irrigation meter, staff will need to do outreach to the homeowner association to convert one of their meters to an irrigation meter so they are charged equitably for the different uses. She indicated with regard to the Commercial and Public customers, the District has many large users, and staff will target these customers for outreach to help them conserve water.

Director Breitfelder inquired with regard to the Single Family and Attached Residential how many customers would have bills that increase between 20-25% and 25-30%. Accounting Manager Bell indicated that for the Phase-in approach, four customers (representing less than .1% of these customers) whose bill would go up 20-25%. She stated under full implementation, 761 customers (representing 1.7% of these customers) whose bill would go up 25-30%. Director Breitfelder further inquired, how much dollar-wise would the increase represent. Accounting Manager Bell indicated that one such customer's bill would go up approximately \$4,000 in one year or \$350 per month. They currently pay approximately \$23,000 per year. This would represent an 18.4% increase. If a 12.4% increase were implemented, this customer's bill would increase 12.4%. Chief Financial Officer Beachem noted that the rate increase is not only full implementation of rates, but the tiers (encouraging conservation) as well, which dramatically affect some customers' bills.

Director Robak inquired if the District's construction water rate was consistent with other agencies. Ms. Keese indicated that the District's construction water rates are consistent and are based on Cost-of-Service. She stated that other agencies sometimes subsidize the rates and they may do this to encourage building within their service area. Accounting Manager Bell also shared that construction pays twice the water rate as they do not pay system fees, capacity charges, etc. It was reiterated that the District's construction rate is fair and consistent.

Accounting Manager Bell then explained recycle water rates and noted that recycled water is used for irrigation purposes and historically has been set at 85% of the average potable irrigation rate. She stated that it is to the District's benefit to set its rate at no less than 85% of the potable irrigation rate as the contract with CWA and MWD allows them to eliminate the District's financial incentives if the rates are less than 85%. She stated that the discount does recognize the cost to install recycled water and to dual plumb the systems and staff is recommending that there be no change to this practice. She noted that

recycled customers do not pay the MWD/CWA fixed fee because recycled is locally supplied water so there is no fixed cost related to recycled water from MWD or CWA.

She stated that recycled customers had the most meter sizes. Staff broke down the various sizes into four consumption blocks: ¾" to 1" meters, 1.5" to 2" Meters, 3" to 4" meters and 6" to 10" meters. The reason for the many blocks is that usage from the various sizes was so different and it was felt that four different blocks was necessary to make it more equitable. She stated that the first tier in all blocks represents 47% of customers, the next tier represent 36% of customers and the last tier represents 17% of customers (see details of consumption block breakdowns on attached presentation). She indicated that the current rate is \$1.68 per unit. With a straight increase of 12.4% the rate would be \$1.90 per unit. With the Phase-in of rates, the first tier cost is \$2.04 per unit, second tier is \$2.08 per unit and the third tier cost per unit is \$2.13. If the full implementation of rates is selected, the cost for the first tier per unit is \$1.68, the second tier cost is \$2.13 per unit and the third tier cost is \$3.36 per unit.

She indicated that as recycled does not pay CWA/MWD system fees, their system fees would go down for this group of customers. She stated that this will not be a significant change as this group of customers pay most on their usage.

She stated that energy charges and fire service charges will also included in the Proposition 218 notices as required. She indicated that Energy Charges will increase by 10.91% as adopted in the 2009 Budget due to the increase in the cost of pumping. The Fire Service Fee will increase 12.4% and not change to the rate structure for Energy or Fires Service at this time.

Accounting Manager Bell indicated with regard to sewer, the District established winter based sewer charges last year and the approved 2009 Budget is supported by a 4.6% sewer rate increase. Staff is recommending a straight across-the-board increase to fixed and variable charges be implemented. She stated that these rates were just established last year and staff feels that it is reasonable to increase the rate at this time. Staff is suggesting one change for the maximum usage fee increase from 18 to 22 units as part of the Phase-in that was approved in the 2008 Proposition 218 hearing. She noted that the ¾" meter sewer system fee will increase from \$9.75 to \$10.20 and the 1" meter sewer system fee will increase from \$14.25 to \$14.90. The usage charge would increase from \$1.41 to \$1.47. She indicated as the maximum goes up from 18 to 22 units, the new maximum sewer bill for a ¾" meter is \$42.54. She also indicated that one of the items that staff would like to include in the Proposition 218 notice is the \$54 per ASU for the sewer debt. She stated that there is no change to this charge, but since the Proposition 218 law has been implemented, staff feels that the District needs to notify its ratepayers of this charge. The debt will be paid off in 2012.

Director Robak inquired how the District's sewer rates compare to other agencies. Ms. Keese indicated that many of the agencies average sewer cost is in the \$30 to \$35. The District's average customer uses 15 units at a cost of

\$32.25 which puts the District in at the average of the metro system customers except with those agencies that are subsidizing sewer costs. Accounting Manager Bell indicated that the District ranks in the lower one-third of the local agencies.

Accounting Manager Bell indicated that staff has provided copies of the Proposition 218 notices to the members of the board. Staff is requesting the board's feedback and decision on the option (Straight 12.4% increase, Phase-in increase, or Full Implementation increase) to be implemented for potable water rates. If needed, the Proposition 218 notices can be presented to the board at the October 9, 2008 meeting for final approval. She stated that December 15, 2008 has been proposed for the Public Hearing and the public notices must be sent to customers no later than October 31, 2008 to provide the legally required 45-days notice. She indicated that staff requires four weeks to prepare and print the notices with any requested changes. She stated the implementation date of the rates is January 1, 2009.

Director Bonilla indicated that the "no nonsense" approach would be to move forward with full implementation. He stated that this approach would be fiscally responsible and it will provide a sense of relief to the staff and, eventually, the ratepayers.

Director Robak indicated that he has been debating both options Full Implementation and Phase-in as was done with the sewer increase last fiscal year. He stated that the economy is worse off today than it was a year ago and with either option, the District would still be whole. He stated that his inclination would be to Phase-in the increase. He also indicated that if any customer class has a water efficient property, that he would like them to be recognized for their efforts to conserve, rather than be penalized for their size. He inquired if there was a way in which a customer could request a water audit to determine how efficient they are and thus, qualify for a more beneficial rate. Chief Financial Officer Beachem indicated that it is not necessarily an all or nothing approach to Full or Phase-In. There is the cost of service aspect, which is about equity, and points the District in a direction whether the District does a Phase-in or not. He stated that Director Robak's comment is more of an equity issue. He indicated that he believed his concern is more about the "tiering" and how such customers are affected by the tiering. He stated that "tiering" is not an equity issue. He stated that there is many features to the rate modifications and complete equity does not require the District to do full tiering. Ms. Keese further indicated that Director Robak's main concern is on the landscape meter. She stated the District could adopt the tiering and then come up with a conservation program that rewarded customers who implemented water-wise landscapes with an exemption. She stated that it does occur in some districts, but does create more work for staff. General Manager Watton indicated that staff reviewed how to set a rate for conservation that will be equitable to large landscape users and is at price points that encourage conservation. He stated that staff is trying to avoid having appeal/review boards which can be very complicated. The philosophy is that larger users have the luxury of a bigger lot and are using more resources and, thus, must pay more.

Director Breitfelder indicated that with the larger rate increase, he felt that there were areas in the Proposition 218 notices that can better address the issue and wished the notices to be forwarded to committee for review. President Croucher indicated that Director Breitfelder's request was duly noted.

A motion was made by Director Bonilla, seconded by Director Breitfelder and carried with the following vote:

Ayes:	Director Bonilla, Breitfelder, Croucher and Lopez
Noes:	None
Abstain:	None
Absent:	Director Robak

to accept staff recommendation based on the Full Implementation increase and that the option be reflected in the Proposition 218 notices.

7. PRESENTATION OF THE DROUGHT RATE MODEL RESULTS AND REQUEST TO INCLUDE THE PROPOSED DROUGHT STAGE PRICING IN THE PROPOSITION 218 NOTICES FOR ALL POTABLE AND RECYCLED WATER CUSTOMERS

General Manager Watton indicated that this item is with regard to a drought pricing overlay. Chief Financial Officer Beachem indicated that staff utilized the CWA model that is being presented to the County. He stated that the tiered rates are increases over what the board has just acted upon. He indicated that staff is proposing a revenue neutral position when the board declares a Drought Level II Stage. He indicated that all tier level one rates for all customer classes will not be affected, tier level two would increase 5%, tier level three would increase 30%. He stated that when the board declares a Drought Level III Stage, tier level one rates will not be affected, tier level two would increase 10%, tier level three would increase 60%. He noted that the increase are "up to" 60%, as the actual increase will be based on how much customers conserve during each of the drought conditions, how much the penalties will be from CWA/MWD, etc. General Manager Watton noted that staff is not proposing drought rate increases today, but are recommending that the board approve the drought pricing schedule for the Proposition 218 notices and hearing. At the time that drought pricing is required, staff will present the rates that are proposed for the drought pricing. This action would allow the board the flexibility to implement drought pricing should they be required.

A motion was made by Director Breitfelder, seconded by Director Lopez and carried with the following vote:

Ayes:	Director Bonilla, Breitfelder, Croucher, Lopez and Robak
Noes:	None
Abstain:	None
Absent:	None

to approve staffs' recommendation.

ACTION ITEMS

8. CONSIDERATION TO CAST THE DISTRICT'S VOTES TO ELECT REPRESENTATIVES TO THE LOCAL AREA FORMATION COMMISSION SPECIAL DISTRICTS 2008 ELECTIONS

A motion was made by Director Bonilla, seconded by Director Breitfelder and carried with the following vote:

Ayes:	Director Bonilla, Breitfelder, Croucher, Lopez and Robak
Noes:	None
Abstain:	None
Absent:	None

to cast the District's vote for the candidates recommended by the nominating committee.

9. ADJOURNMENT

With no further business to come before the Board, President Croucher adjourned the meeting at 5:02 p.m.

President

ATTEST:

District Secretary

AGENDA ITEM 6



STAFF REPORT

TYPE MEETING: Regular Board	MEETING DATE: December 15, 2008
SUBMITTED BY: Mark Watton, General Manager	W.O./G.F. NO: DIV. NO. All
APPROVED BY: (Chief)	
APPROVED BY: (Asst. GM):	
SUBJECT: Gans Appeal	

GENERAL MANAGER'S RECOMMENDATION:

That the Board consider the appeal made by Mr. Gans for the Board to reconsider the \$5,000 charge imposed on Mr. Gans for tampering with and operating the District's water system without proper authorization.

COMMITTEE ACTION: _____

N/A

PURPOSE:

To present to the Board for consideration, Mr. and Mrs. Gans written and oral appeals requesting the Board to reconsider the \$5,000 charge imposed for operating the District's water system without proper authorization.

ANALYSIS:

Investigation

On September 30, 2008, it came to the attention of the District that a water test station located at the end of Sipes Circle had been tampered with and water had been taken from it without District authorization. Staff was also informed that the perpetrator is an employee from a local water agency. Following an investigation by District staff, it was determined that a District lock was removed to gain unlawful entry to the water test station and that another lock was installed on the water test station thereby interfering with District access to its facilities. The test station was modified so a hose could be easily connected, apparently with the intent to steal or unlawfully use District water. The lock installed by the

perpetrator was a master lock from another agency, Cal-American, thus concluding that the perpetrator was one of its employees.

The District's costs and damages to investigate and document the tampering, determine an appropriate course of action, and remove the test station to prevent further tampering was determined to be \$3,444.29.

In addition, the District assessed charge of \$5,000, the maximum fine for water theft, as authorized under Section 35 of the Code of Ordinance.

Subsequently, Mr. and Mrs. Gans admitted to the water theft as stated in their respective letters dated November 17, 2008 and November 26, 2008.

On November 19, 2008, the District received a letter dated November 17, 2008, (Attachment B) from Mrs. Gans admitting to the theft of water from the District. On December 3, 2008, the District received a letter dated November 26, 2008, (included in Attachment E) from Mr. Gans admitting to removing the District's lock and changing it and the theft of the water.

Pursuant to California Government Code Section 53069.6 and Section 35 of the District's Code of Ordinance, the District took all practical and reasonable steps to recover costs and damages for such unlawful actions.

Related Correspondence

November 12, 2008 - District letter to Mr. and Mrs. Gans requesting payment for the damage created by his unlawful action (Attachment A).

November 12, 2008 - November Water Bill sent to Mr. and Mrs. Gans (Attachment B)

November 17, 2008 - Letter from Mrs. Gans, received November 19, 2008, admitting using the water from the test station and expressing various concerns about her ability to pay and thus pleading for leniency (Attachment C)

November 25, 2008 - District letter to Mr. and Mrs. Gans, regarding payment of Assessment of Damages and other charges due to Illegal Connection (Attachment D)

November 26, 2008 - Letter from Mr. Gans to Joe Beachem, requesting his appeal be heard by the Board and transmittal of

- B) November 12, 2008 - November Water Bill sent to Mr. and Mrs. Gans.
- C) November 17, 2008 - Letter from Mrs. Gans, received November 19, 2008, admitting using the water from the test station and expressing various concerns about her ability to pay and thus pleading for leniency.
- D) November 25, 2008 - District letter to Mr. and Mrs. Gans, regarding payment of Assessment of Damages due to Illegal Connection.
- E) November 26, 2008 - Letter from Mr. Gans to Joe Beachem, requesting his appeal be heard and transmittal of his Appeals Packet. Included in packet is a letter from Mr. Gans to the Otay Water District Board of Directors, requesting the Board reconsider the \$5,000 fine to Mr. and Mrs. Gans.
- F) Photos
 - a. Photos of the District's test station at Sipes Circle
 - b. Photos of similar test stations, 630 Harlan Court and 568 Bibler Court, Chula Vista, CA 91911
 - c. Photos of modified faucet unit and lock removed from Sipes Circle

his Appeals Packet. Included in this packet is a letter from Mr. Gans to the Otay Water District Board of Directors, admitting to the theft and a request to the Board to reconsider the \$5,000 fine to Mr. and Mrs. Gans (Attachment E)

Photos

Attachment F

- a. Photos of the District's test station at Sipes Circle
- b. Photos of similar test stations, 630 Harlan Court and 568 Bibler Court, Chula Vista, CA 91911
- c. Photos of modified faucet unit and lock removed from Sipes Circle

Collection

The collection effort is broken into two pieces. First, the District incurred costs totaling \$3,444.29 and placed this charge on the customer's October bill as an adjustment. This payment was due on December 5, 2008. Mrs. Gans contacted customer service and made payment arrangements. Mrs. Gans wanted to pay \$2,000 up front and agreed to make monthly payments of at least \$131.30 thereafter.

Payment to date: A payment of \$2,095.43 was made on December 5, 2008. The customer's regular water bill was for \$95.43 with the additional \$2,000 going toward the \$3,444.29 adjustment.

The \$5,000 charge has not been placed on the customers account as they have asked to appeal to the Board.

FISCAL IMPACT: ~~_____~~

The fiscal impact is limited to the \$5,000 charge.

LEGAL IMPACT: _____

None.



General Manager

Attachments:

- A) November 12, 2008 - District letter to Mr. & Mrs. Gans requesting payment for the damage created by his unlawful action.



...Dedicated to Community Service

2654 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91878-2004
TELEPHONE: 670-2222, AREA CODE 619 www.otaywater.gov

November 12, 2008

Mr. and Mrs. Rick O. Gans
626 Sipes Circle
Chula Vista, California 91911-6711

RE: *Notice of Delinquency - Assessment of Damages due to Illegal Connection*

Dear Mr. and Mrs. Gans:

In late September, it came to the attention of the Otay Water District (District) that you tampered with and damaged District property with the express intent to steal District water. Following an investigation, the District has determined that you (i) tampered with a District water test station can cover located in front of your real property; (ii) removed a District lock to gain unlawful entry to the water test station; (iii) installed a Cal Am Co lock on the water test station, thereby interfering with District access to its facilities; (iv) modified the existing test station and installed a faucet to which a hose could be easily connected with the express intent to steal or unlawfully use District water; and (v) trespassed on District property to carry out such vandalism, tampering, and theft. Pursuant to California Government Code Section 53069.6 and Section 35 of the District's Code of Ordinance, the District must take all practical and reasonable steps to recover costs and damages for such unlawful actions.

You are hereby notified that the District is assessing the damages listed below on your account and that failure to pay such damages, at the District offices, by the due date on on your water bill will result in suspension of water service to your property:

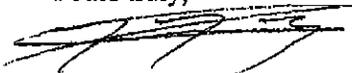
Summary of Damages and Fines	Amount
1. Cost of removal of the illegal connections and costs incurred by District to repair or replace damaged facilities (including staff time for inspection, repair or replacement work, and transportation)	472.29
2. Costs incurred by District in connection with the investigation of the illegal connections, water theft and related matters (including staff time, attorneys fees and other related administrative costs)	2,972.00
Total Damages =	\$3,444.29

If the damages set forth above are not paid within the time indicated above, the District will discontinue water service to your property pursuant to Section 35 of the District's Code of Ordinance. If water service is discontinued, it will not be reinstated until all such damages are paid.

In addition to the damages listed above, pursuant to Section 22.01 of the District Code of Ordinance, the District is hereby assessing a charge of \$5,000.00 against you for operating the District's water system without proper authorization from the District. You have ten (10) days to notify the District in writing if you intend to appeal the charge to the District's Board of Directors. If you do not notify the District in writing of your intent to appeal the charge, it will be included in your next water bill and will be due at the same time as that water bill.

You may contact Elaine Henderson at 619-670-2284 or Andrea Carey at 619-670-2712 with any questions concerning this notice.

Yours truly,



Joseph R. Beachem
Chief Financial Officer

EH:sa

Enclosure



OTAY WATER DISTRICT
 2554 Sweetwater Springs Blvd.
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2777
 All Other Inquiries: (619) 670-2222

OFFICE HOURS: MONDAY - FRIDAY 8:00 AM - 5:00 PM
 Please visit us at www.otaywater.gov

#BWNDRNQ *** OTA1112A AUTO SCH 5-DIGIT 91909
 #OTAXX/2090801180# 7000001762 01.0006.0192 1762/1

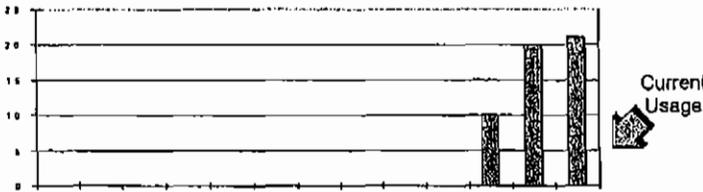


RICK GANS
 626 SIPES CIR
 CHULA VISTA CA 91911-6711

special message

The SEWER CHARGE shown is for the CITY OF CHULA VISTA. Please contact the CITY OF CHULA VISTA at 619-476-5380, for any SEWER related questions. Please contact OTAY WATER DISTRICT at 619-670-2777 for water related questions.

your monthly usage



This Year # of Days: 30 Usage: 21 Avg. Per Day: 0.70
 1 UNIT = 100 CUBIC FEET (HCF) OF WATER 1 HCF = 748 GALLONS

KEEP THIS PORTION FOR YOUR RECORDS

PAYMENT COUPON

PLEASE RETURN THIS PORTION ALONG WITH YOUR PAYMENT

PLEASE MAKE YOUR CHECK PAYABLE TO:
OTAY WATER DISTRICT

ACCOUNT NUMBER: 209-0801-18
 SERVICE ADDRESS: 626 SIPES CIR
 SERVICE FROM: 10/07/2008 TO 11/05/2008
 DUE DATE: 12/05/2008

RICK GANS
 626 SIPES CIR
 CHULA VISTA CA 91911-6711

account information

ACCOUNT NUMBER: 209-0801-18
 SERVICE ADDRESS: 626 SIPES CIR
 LAST PAYMENT: 11/05/2008 AMOUNT: \$ 93.36
 SERVICE FROM: 10/07/2008 TO 11/05/2008
 DUE DATE: 12/05/2008

meter reading

Meter Number	Previous Reading	Current Reading	Consumption
05939451	30	51	21

current charges

Chula Vista Sewer Charge	\$37.43
Energy Charge	\$1.24
SD CWA Infrastructure Access	\$3.85
Water Charge	\$40.61
Water System Fee	\$12.30
Adjustments	\$3,444.29
TOTAL CURRENT CHARGES	\$3,539.72

amount due

Previous Balance	\$93.36
Payments	-\$93.36
Credits Applied	\$0.00
Total Current Charges	\$3,539.72

TOTAL AMOUNT DUE \$3,539.72

DUE AND PAYABLE UPON RECEIPT

amount due

TOTAL AMOUNT DUE \$3,539.72

amount enclosed

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES CA 90051-5875

209080118003539723

Please check box for billing address change (see back)

OTAY
WATER DISTRICT
RECEIVED

2008 NOV 19 AM 10:52

November 17, 2008

Mr. Joseph R, Beachem
and Otay Water District Board of Directors
2554 Sweetwater Springs Blvd.
Spring Valley, Ca. 91978-2004

Dear Sirs,

I am writing to you in response to your letter dated Nov.12, 2008. I have spoken to your Customer Service Department, and I am doing everything possible to take care of this problem.

As I read your letter, I became aware of things that I apparently should have known before, but didn't. During the time we have lived here, I have hooked up a hose to wash my car with that faucet, although, at the times I used it, there was no lock on it. There was nothing posted on it to state that it should not be used, and I just saw it as a convenient faucet in my yard area. Please don't misunderstand me, I am not trying to use my ignorance as an excuse, now that I know what happened. I just never even gave it a thought, because I assumed it was being charged to us since it was situated in our yard. Now I am feeling rather stupid for not knowing otherwise, but plead with you to please accept my sincere apology. I only wish that somewhere along the way, someone would have notified me that this was happening. Even when the water company removed it, they told me it was because they were taking them ALL out in our development....something I now know is not true.

Again, with what I now understand, I can only tell you how sorry I am. I had to give up my job to take care of my mother before she passed away recently, and in addition, one of my children and three grandchildren lost their home and have needed help with a place to live. These circumstances have depleted what savings there was. When I read the letter from you, it sickened me to hear what it said, and now I am doing everything I can to try to borrow the money to pay the reimbursement to Otay Water District. At the same time, out of desperation, I need to ask you to consider what I probably don't deserve. I need to ask if there is anything at all that can be done to reduce the \$5,000.00 amount of the fine being imposed. I understand that in your view, I deserve it as punishment and do not deserve any mercy because of my ignorance. I have no other choice but to beg you for that undeserved mercy, and a chance to try to make things right without losing what's left. I have even considered selling my home, but can't even accomplish that with the economy the way it is.

Regardless of your decision in this matter, please accept my deepest apology for what has happened. I only wish I had been aware sooner than this.

While I await your response, please be assured that I am exhausting every effort to make restitution to you for this matter.

Very Sincerely,

Carol Gans
626 Sipes Circle
Chula Vista, Ca. 91911
acct#209-0801-18

Completed and
Sent 11/18/08



...Dedicated to Community Service

2554 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91978-2004
TELEPHONE: 670-2222, AREA CODE 619 www.otaywater.gov

November 25, 2008

Mr. and Mrs. Rick O. Gans
626 Sipes Circle
Chula Vista, CA 91911-6711

Dear Mr. and Mrs. Gans,

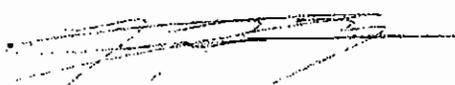
In our letter to you dated November 12, 2008, we stated that \$3,444.29 for costs incurred by the District in relation to this matter would be payable on the due date on the water bill which is December 5, 2008. In addition, the charge of \$5,000.00 is for operating the District's water system without proper authorization and can be appealed to the Board of Directors.

The Customer Service Department has mentioned to me that you have contacted them and that they offered a payment plan. If you would like to take advantage of this, please call Elaine Henderson at 670-2284 or Andrea Carey at 670-2712 prior to the due date. If no payment is received or if no payment arrangements are made, the District will proceed with our regular process of terminating service.

We have received Mrs. Gans' letter dated November 17, 2008, and in this letter the question was asked if there is anything that can be done to reduce the \$5,000.00 charge. In our letter we explained that you had ten (10) days to notify the District in writing if you intended to appeal this charge to the District's Board of Directors. I was not clear if your letter was intended to be a formal appeal to the Board of Directors or staff, or possibly both. I have discussed this matter with the General Manager and staff's position remains that any appeal must be made to the Board of Directors.

If you intend to appeal the \$5,000 charge to the Board, you may have your appeal placed on the next available board agenda. If your request is not received by December 8th, the charge will be placed on your next water bill. To avoid any confusion on this matter, please specify that you wish to have your appeal placed on the next available board agenda.

Sincerely,



Joseph R. Beachem
Chief Financial Officer

Appeal to Board of Directors
Otay Water District

From Mr. and Mrs. Rick Gans
626 Sipes Circle
Chula Vista, Ca. 91911

2008 DEC -3 PM 1:47

OTAY
WATER DISTRICT
RECEIVED

Included in Appeal

- I. Copy of original letter to Mr. Joseph Beachem and Otay Water District Board of Directors, dated Nov. 17, 2008
- II. Copy of response to our letter, from Mr. Beachem, dated Nov. 25, 2008.
Our second letter to Mr. Beachem, dated Nov. 26, 2008, requesting that our appeal be heard.
- III. Letter to Board of Directors from Mr. Rick Gans, dated Nov. 26, 2008.

Copy of Original letter to Mr. Joseph Beachem, dated November 17, 2008

November 17, 2008

Mr. Joseph R. Beachern
and Otay Water District Board of Directors
2554 Sweetwater Springs Blvd.
Spring Valley, Ca. 91978-2004

Dear Sirs,

I am writing to you in response to your letter dated Nov.12, 2008. I have spoken to your Customer Service Department, and I am doing everything possible to take care of this problem.

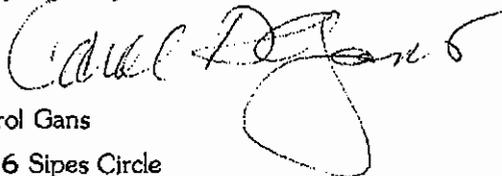
As I read your letter, I became aware of things that I apparently should have known before, but didn't. During the time we have lived here, I have hooked up a hose to wash my car with that faucet, although, at the times I used it, there was no lock on it. There was nothing posted on it to state that it should not be used, and I just saw it as a convenient faucet in my yard area. Please don't misunderstand me, I am not trying to use my ignorance as an excuse, now that I know what happened. I just never even gave it a thought, because I assumed it was being charged to us since it was situated in our yard. Now I am feeling rather stupid for not knowing otherwise, but plead with you to please accept my sincere apology. I only wish that somewhere along the way, someone would have notified me that this was happening. Even when the water company removed it, they told me it was because they were taking them ALL out in our development...something I now know is not true.

Again, with what I now understand, I can only tell you how sorry I am. I had to give up my job to take care of my mother before she passed away recently, and in addition, one of my children and three grandchildren lost their home and have needed help with a place to live. These circumstances have depleted what savings there was. When I read the letter from you, it sickened me to hear what it said, and now I am doing everything I can to try to borrow the money to pay the reimbursements to Otay Water District. At the same time, out of desperation, I need to ask you to consider what I probably don't deserve. I need to ask if there is anything at all that can be done to reduce the \$5,000.00 amount of the fine being imposed. I understand that in your view, I deserve it as punishment and do not deserve any mercy because of my ignorance. I have no other choice but to beg you for that undeserved mercy, and a chance to try to make things right without losing what's left. I have even considered selling my home, but can't even accomplish that with the economy the way it is.

Regardless of your decision in this matter, please accept my deepest apology for what has happened. I only wish I had been aware sooner than this.

While I await your response, please be assured that I am exhausting every effort to make restitution to you for this matter.

Very Sincerely,



Carol Gans
626 Sipes Circle
Chula Vista, Ca. 91911
acct#209-0801-18

1. Copy of response to our letter from Mr. Beachem, dated 11-25-08.
2. Our second letter to Mr. Beachem, dated 11-26-08, requesting that our appeal be heard by Board of Directors.



...Dedicated to Community Service

2554 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91978-2004
TELEPHONE: 670-2222, AREA CODE 619 www.otaywater.gov

November 25, 2008

Mr. and Mrs. Rick O. Gans
626 Sipes Circle
Chula Vista, CA 91911-6711

Dear Mr. and Mrs. Gans,

In our letter to you dated November 12, 2008, we stated that \$3,444.29 for costs incurred by the District in relation to this matter would be payable on the due date on the water bill which is December 5, 2008. In addition, the charge of \$5,000.00 is for operating the District's water system without proper authorization and can be appealed to the Board of Directors.

The Customer Service Department has mentioned to me that you have contacted them and that they offered a payment plan. If you would like to take advantage of this, please call Elaine Henderson at 670-2284 or Andrea Carey at 670-2712 prior to the due date. If no payment is received or if no payment arrangements are made, the District will proceed with our regular process of terminating service.

We have received Mrs. Gans' letter dated November 17, 2008, and in this letter the question was asked if there is anything that can be done to reduce the \$5,000.00 charge. In our letter we explained that you had ten (10) days to notify the District in writing if you intended to appeal this charge to the District's Board of Directors. I was not clear if your letter was intended to be a formal appeal to the Board of Directors or staff, or possibly both. I have discussed this matter with the General Manager and staff's position remains that any appeal must be made to the Board of Directors.

If you intend to appeal the \$5,000 charge to the Board, you may have your appeal placed on the next available board agenda. If your request is not received by December 8th, the charge will be placed on your next water bill. To avoid any confusion on this matter, please specify that you wish to have your appeal placed on the next available board agenda.

Sincerely,



Joseph R. Beachem
Chief Financial Officer

November 26, 2008

Mr. Joseph. R. Beachem
Chief Financial Officer
Otay Water District

Dear Mr. Beachem,

I regret that my first correspondence to you failed to clarify that we wished our appeal to be heard before the Board of Directors. Attached is a photocopy of that original letter sent. I addressed it to you because I was responding to the letter you had sent to us. I also added the address to the Board Of Directors, believing it to be an appeal to them, through you, as the representative of the Company that had been handling this matter.

No procedure was given to us as to how to file a formal appeal. We were told only to write to you. I believed I had clarified my intent by addressing my letter as I had.

As your letter to us, dated November 25, 2008 requests, I am asking you to consider the enclosed packet to be a formal request that this matter be heard at the next board agenda.

Included with this letter is that packet labeled "Formal Request for Appeal". The facts that we wish to have heard are included in that packet. I hope it is sufficiently submitted this time, so as to be considered. If not, we would appreciate notification. Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carol Gans". The signature is written in black ink and is positioned above the printed name.

Carol Gans

Letter to Board of Directors from Mr. Rick Gans

November 26, 2008

Otay Water District
Board of Directors

Dear Sirs,

My name is Rick Gans. I am writing to you now, because I wish to relay to you my apologies for the wrong I have done. This letter is written after unsuccessfully attempting to talk with Mr. Beachem in person. I am not familiar with your procedures, but have felt strongly that I need to convey my apologies to all of you for what I have done.

After I had removed and changed the lock, I knew I had made a serious mistake, but also realized that I could not reverse it. It was at that time that I no longer continued to use the water and began to try to analyze what would cause me to make such a foolish decision to do what I had done. It was not characteristic of me to do anything like this, and it has deeply disturbed me. It was then that I talked to my wife about it, and as she wrote to you, until that time, she had no awareness of wrongdoing. She had no knowledge of the set up and never even thought about using the water, assuming that it was being billed to us.

However, I have done wrong, and I used very poor judgement. I regretted it long before receiving your letter and charges. The only thing I can do now, other than trying to work to repay you, and pleading with you to accept my apology, is to relay to you what I now think led me to use such poor judgement. Please do not think that I am trying to offer you an excuse for what I did. There is no excuse, but in trying to understand why I did it, I have had to examine my life, and my thinking. It is as if this series of events has caused that examination of myself to expose what I can now see as things that led to my altered judgement.

Contrary to what my actions have made you think, I am a good man. I am a good person who made a stupid mistake. I have always been honest, very compassionate, and conscientious about the way I have lived. I have kept a very good record at my job for over 30 years. I have been married for almost 25 years, and have raised a family, holding family values high. Now I am in examination of what caused this explosion in my thinking.

Again, I am not attempting to make excuses, but when a person does something so far out of their normal character, it usually points to something very wrong. I have sought help with this, and have begun to understand what has happened to me.

The past few years have dealt my wife and me many crushing blows. I had always believed that my family was close and devoted. Then I had to learn that my brother had betrayed me in order to obtain my father's inheritance. My father is still alive, and even after that betrayal, as I tried to keep a relationship with him, my brother continually threatened me and my family to stay away, in fear that my father would change his decision. It has been very traumatic for me, both to be kept from him, but also to see him being manipulated and made to fear. Soon after, my mother became ill, and that brother once again, with threats, held me at bay. Within about a year, my mother died.

During the time my mother was ill, my wife quit her job to help take care of her mother, who also became very ill. She helped with her until she died. We also lost a daughter during this time, and we have used our savings to get through, and also to help another daughter after a divorce, only to find out we were lied to and deceived by her in order to obtain our financial help.

Emotionally, I am reeling. I feel crushed and devastated but have tried to keep going. I thought I was doing better than I now realize. Now, because of this stupid decision, I have done something that caused you to notify my employer. I have been suspended without pay for a month, and may lose my job. I can only pray at this point that my performance over the past 30 years will mean something.

I have managed to borrow enough money to satisfy the terms of repayment to you, but without any wages, I don't know how I can do any more. I have already lost so much, and I know that I am completely responsible, but I am asking for a chance to be able to pull through this and try to pull my life back together again. My family will not have a Christmas this year. We now face losing our home. As I become aware of the emotional issues that brought me to this problem, I now must face the prospect of losing everything I have worked for the last 30 years of my life.

Underneath the emotional collapse, I am still that good man. I know that the values I built my life on are still strong. I now see that everything that has taken place caused my thinking to derail, and I cannot tell you the regret I feel for that.

I write to you to desperately plead with you to please consider what I have confided in you. Please give me the chance to get my life back on track. I feel that now realizing and seeing more clearly the "why" for my actions, and realizing the severity of how this all has affected me, has been a huge step in rebuilding the damage that has been done. I am honestly sorry for what I did. I come to you now, with remorse and regret for my actions, and I ask you to please reconsider the \$5,000.00 fine against us. I would be glad to meet with you if it would be of help, and I thank you for the time you've taken to hear my appeal.

Very Sincerely,

Rick Gans

A handwritten signature in cursive script that reads "Rick O. Gans".

ITEM 6
Customer Gan's Appeal

Attachment F

Please reference Attachment 1 posted to
Otay Water District website.



AGENDA ITEM 7a

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	Elaine Henderson, Customer Service Manager <i>eh</i>	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. Beachem, Chief Financial Officer <i>RJB for JB</i>		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager <i>GA</i>		
SUBJECT:	Approve the Implementation of Rate Changes as Proposed for the Fiscal Year 2008-2009 Operating and Capital Budget; and Adopt Ordinance No. 518 Replacing Section 25, Rates and Conditions for Water Service; and Amending Section 53, Fees, Rates, Charges and Conditions for Sewer Service of the District's Code of Ordinances		

GENERAL MANAGER'S RECOMMENDATION:

That the Board approve the implementation of rate changes as proposed for the Fiscal Year 2008-2009 Operating and Capital Budget; and adopt Ordinance No. 518 replacing Section 25, Rates and Conditions for Water Service; and amending Section 53, Fees, Rates, Charges and Conditions for Sewer Service of the District's Code of Ordinances.

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

That the Board approve the implementation of rate changes as proposed for the Fiscal Year 2008-2009 Operating and Capital Budget; and adopt Ordinance No. 518 replacing Section 25, Rates and Conditions for Water Service; and amending Section 53, Fees, Rates, Charges and Conditions for Sewer Service of the District's Code of Ordinances.

The significant changes of implementing tiered and drought rates for all customer categories in Section 25, Rates and Conditions of Water Service, require a replacement of the entire section.

Section 53.11 Sewer Service Rates and Charges require the following amendments:

- B. Residential Sewer Charges (2), (3) & (4)
- C. Single Residential Winter Averaging (4)

Minor language changes were made, where appropriate, to add clarity, strengthen intended meaning, or eliminate unnecessary language throughout Section 53.

ANALYSIS:

On June 23, 2008, the Fiscal Year 2008-2009 Budget was approved. The budget includes an average water rate increase of 12.4% and an average sewer rate increase of 4.6% proposed to be effective January 1, 2009. The rate increases are needed to balance the Operating Budget and ensure financial stability.

In September of this year, staff presented the findings of a rate study with the goal to simplify rates, align costs between customer types, and encourage conservation. The proposed changes to the Code of Ordinances incorporate the above stated actions.

Complying with the Proposition 218 requirements, notices were sent to all customers to notify them of their option to protest rate changes. The required public hearing is set for the December 15th Board Meeting where the Board will be able to consider all protests. As of November 25th, the protest letters that have been received are attached and will be delivered to the Board.

FISCAL IMPACT:

RAB

The Fiscal Year 2008-2009 Budget and the rate study both anticipated the additional revenues that would be generated by the proposed rate increases. These revenues ensure continued funding for the District's administration, maintenance, and operations, and are consistent with the recently adopted Strategic Plan.

The proposed increase in potable revenue is approximately \$4,424,546 and for recycled revenue the increase is \$396,242. The sewer rates based on winter water consumption generate \$410,500 less in revenue, as consumption is expected to decrease. With sewer charges now tied to usage, the revenues will fluctuate from year-to-year based on the level of water

usage and conservation. Even with these fluctuations, during the six-year planning horizon the sewer revenues cover sewer costs and reserve targets. If the higher than expected conservation continues, staff will reassess the sewer charges to insure that the financial target can all be met.

STRATEGIC GOAL:

Ensure financial health through formalized policies, prudent investing, and efficient operations.

LEGAL IMPACT: _____

None.



General Manager

Attachments:

- A) Committee Action Form
- B) Ordinance No. 518
 - Exhibits attached to Ordinance No. 518:
 - 1) Copy of former Section 25
 - 2) Proposed copy of Section 25
 - 3) Strike-through copy of Section 53
- C) Proposed copy of Section 53
- D) Protest letters



ATTACHMENT A

SUBJECT/PROJECT:	Approve the Implementation of Rate Changes as Proposed for the Fiscal Year 2008-2009 Operating and Capital Budget; and Adopt Ordinance No. 518 Replacing Section 25, Rates and Conditions for Water Service; and Amending Section 53, Fees, Rates, Charges and Conditions for Sewer Service of the District's Code of Ordinances
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COMMITTEE ACTION:

The Finance, Administration, and Communications Committee reviewed this item at a meeting held on December 1, 2008. The following comments were made:

- Staff indicated that the budget is prepared between the months of February and June each year. In preparing the budget, staff reviews the upcoming fiscal year and five years after to determine rates based on reserves, the debt coverage ratio, etc.
- The board had approved the Fiscal Year 2008-2009 budget at the June 23, 2008 board meeting which included an average water rate increase of 12.4% and a average sewer rate increase of 4.6% that is proposed to be effective January 1, 2009.
- In September 2008, staff presented the findings of a rate study which determined the rates each customer class should pay, based on class of service costs, and a structure that would encourage conservation. The board approved the proposed rate structures.
- Staff presented the Proposition 218 notices with the proposed rate structures to the board in October 2008. The notices were mailed in mid-October to District customers for the required 45-day review period. The notices advise District customers that a hearing to set rates has been scheduled on December 15, 2008. It was noted that the notices include the proposed drought rate structures in the event a Level III alert is called.

- Staff indicated that the District has received three customer protests thus far. It was noted that 52 protest letters were received last year.
- Staff stated that they are presenting the proposed changes to Section 25 and 53 of the District's Code of Ordinances which reflect the proposed rate increases for water and sewer services. These increases will be presented immediately after the Public Hearing at the December 15, 2008 board meeting. At the close of the hearing, it will be requested that the board approve the implementation of the proposed rate increases.
- The committee also reviewed the difference between an EDU (Equivalent Dwelling Unit) and ASU (Assigned Sewer Unit). EDU's are only utilized to calculate sewer annexation and capacity fees at the time the customer hooks-up to the District's system. The ASU is utilized to calculate a customer's sewer billing which is based on the customer's consumption and the strength factor of their sewage (the strength factor is based on their class/business type). It was noted that average water consumption for residential customers is calculated based on 85% of the average winter consumption (December through March) and commercial consumption is based on 85% of the average water use over a twelve month period.
- It was noted that the sewer system rates were not part of this rate study. The sewer system rate study was completed a few years ago and a volumetric rate was implemented last year.
- The committee requested that staff provide a short overview presentation to the board at the December 15, 2008 meeting reviewing the proposed rate increases, the equity adjustment (tiered pricing structure), and the drought pricing structure.
- It was discussed that Otay will be the first agency in the County to implement drought pricing and it is expected that other agencies will follow suit.

The committee received the information on rates and supported presentation to the full board as an action item.

ORDINANCE NO. 518

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE OTAY
WATER DISTRICT AMENDING SECTIONS 25, RATES AND
CONDITIONS OF WATER SERVICE, AND 53, FEES, RATES,
CHARGES AND CONDITIONS FOR SEWER SERVICE,
OF THE DISTRICT'S CODE OF ORDINANCE

BE IT ORDAINED by the Board of Directors of Otay Water District that the District's Code of Ordinances, Section 25, Rates and Conditions for Water Service be replaced as per attached Exhibit 2; and Section 53, Fees, Rates, Charges and Conditions for Sewer Service, be amended as per attached Exhibit 3.

NOW, THEREFORE, BE IT RESOLVED that the new proposed Sections 25 and amended Section 53 of the Code of Ordinances shall become effective January 1, 2009.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting duly held this 15^h day of December, 2008, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President

ATTEST:

District Secretary

SECTION 25

RATES AND CONDITIONS FOR WATER SERVICE25.01 SERVICE AREA

Water service shall be furnished by the District only to property located in a water improvement district within the District. Water service to property located outside an improvement district may be furnished only upon prior approval of the Board of Directors. Temporary water service to property located outside an improvement district may be furnished, in accordance with Section 25.03.E.12, upon the approval of the General Manager.

25.02 DEFINITION OF "H.C.F." AND "UNIT OF WATER"

As used in the Code the terms "H.C.F." and "unit of water" are interchangeable and each shall mean 100 cubic feet or 748 gallons of water.

25.03 WATER RATES, CHARGES AND FEES

Water service furnished by the District shall be under the categories of services and at the rates, charges and fees as set forth below. Said rates, charges and fees may be increased up to five (5) percent per year to pass through increases in costs imposed by the San Diego County Water Authority ("CWA") and/or the Metropolitan Water District ("MWD").

- A. Set-up Fees for Accounts. A set-up fee of \$10 shall be charged for each account transferred to another customer. A deposit will be required of all customers who do not own the property to be served. See Section 25.04 for deposit amounts.
- B. Monthly System Charge. Each water service customer shall pay a system charge for water system replacement, maintenance and operation expenses. The charge shall be made monthly under each water service account and shall be based on the size of the water meter or meters in service, as set forth in Paragraph E of this Section 25.03 for each category of water service described. The system charge shall start upon installation of the meter.
- C. Monthly MWD & CWA Fixed Charges. Each water service customer shall pay a monthly MWD & CWA fixed charge, as set forth below, to pass-through fixed charges from these agencies to pay the following: MWD Readiness to Serve Charge and Capacity Reservation Charge; SDCWA Infrastructure Access Charge; Customer Service Charge and Emergency Storage Charge.

D. Water Conservation Program

1. The Otay Water District has adopted a Water Shortage Contingency Plan with three conservation stages as defined in Section 39.06.
2. The water shortage contingency Plan establishes water savings targets depending on water supply conditions to discourage excessive use of water during a water shortage.
3. Each conservation stage shall become effective within the District as provided in section 39.07.
4. District reduction goals for each conservation stage shall go into effect as of the effective date of the stage. The goals are set forth in section 39.07.

E. Rates and Charges for Water Service. The rates and charges for water service furnished by the District shall be as follows:

1. DOMESTIC SERVICE

- (a) Defined as: Water service for single residential household and other domestic uses (other than that provided for in Paragraph 2 below).
- (b) The base rates for water furnished under each block of service under this category shall be as follows:

Number of H.C.F. Furnished	Rate per H.C.F.
1 - 5	\$1.12
6 - 10	\$1.85
11 - 35	\$2.01
Over 36	\$2.94

Customers who use more than 10 units per month shall not receive the benefit of the lower rate for units 1 through 5. These customers will pay \$1.85 for units 1 through 5.

- (c) The monthly system charges for water service in this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Charge per Month
3/4"	12.30	3.85	16.15
1"	19.80	6.15	25.95
1-1/2"	38.75	11.60	50.35
2"	64.95	20.05	85.00

2. MULTIPLE RESIDENTIAL

- (a) Defined as either individually metered or master metered: Water service for multiple residential households including for example duplex, town homes, apartments and mobile homes.
- (i) Individual metered further defined as multiple dwelling units that have individual meters for each unit.
- (ii) Master metered further defined as multiple dwelling units that share a meter.
- (b) The base rates of water furnished for each dwelling unit under each block of service in this category shall be as follows:

Number of H.C.F. Furnished	Rate per H.C.F.
0 - 4	\$1.85
Over 4- 15	\$2.01
Over 15	\$2.94

- (c) The monthly system charges for water service in this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Charge per Month
3/4"	24.00	3.85	27.85
1"	36.95	6.15	43.10
1-1/2"	51.95	11.60	63.55
2"	64.95	20.05	85.00
3"	104.55	36.95	141.50
4"	119.70	63.15	182.85
6"	239.20	115.50	354.70
10"	456.60	300.30	756.90

- (d) In addition to charges for water furnished, a monthly charge will be made for service provided through one meter to more than one occupancy at the rate of \$3.85 per month for each unit in a multiple residential building.

3. BUSINESS, DOMESTIC AND AGRICULTURAL COMBINED

- (a) Defined as: Water service for commercial or industrial business establishments; and domestic and agricultural combined (which is service provided through one meter but which combination

is not provided for under the category of COMMERCIAL AGRICULTURAL).

- (b) The base rate for water furnished under this category shall be \$1.98 per H.C.F.
- (c) In addition to charges for water furnished, a monthly charge will be made for service provided through one meter to more than one occupancy at the rate of \$3.85 per month for each unit in a commercial or industrial building.
- (d) The monthly system charge for water service under this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Charge per Month
3/4"	24.00	3.85	27.85
1"	36.95	6.15	43.10
1-1/2"	51.95	11.60	63.55
2"	64.95	20.05	85.00
3"	104.55	36.95	141.50
4"	119.70	63.15	182.85
6"	239.20	115.50	354.70
10"	456.60	300.30	756.90

4. PUBLICLY-OWNED ESTABLISHMENTS

- (a) Defined as: Water service for any public or governmental agency, which does not include service solely for landscape watering or irrigation purposes.
- (b) The base rate for water furnished under this category shall be \$0.08 more per H.C.F. than the Business rate due to the District's inability to collect availability charges.
- (c) The monthly system charge for water service under this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Charge per Month
3/4"	24.00	3.85	27.85
1"	36.95	6.15	43.10
1-1/2"	51.95	11.60	63.55
2"	64.95	20.05	85.00
3"	104.55	36.95	141.50
4"	119.70	63.15	182.85
6"	239.20	115.50	354.70
10"	456.60	300.30	756.90

5. COMMERCIAL AGRICULTURAL

- (a) Defined as: Water service for growing or raising, in conformity with recognized practices of husbandry, for the purpose of commerce, trade or industry, or for use by public educational or correctional institutions or agricultural, horticultural or floricultural products and produced
- (i) for human consumption or for the market, or
- (ii) for the feeding of fowl or livestock produced for human consumption or for the market, or
- (iii) for feeding fowl or livestock for the purpose of obtaining their products for human consumption or for the market, such products to be grown or raised on a parcel of land having an area of not less than one acre utilized exclusively therefore.
- (b) The base rate for water furnished under this category shall be \$1.98 per H.C.F.

Agricultural water customers authorized to participate in MWD's "Interim Agricultural Water Program" (IAWP) shall receive a \$0.33 discount per H.C.F. from the base rate and shall be subject to the following provisions under the program: During a water shortage, IAWP customers are required to reduce their water usage by 30%. Additional cutbacks required beyond 30% will be applied to IAWP and M&I customers equally.

- (c) The monthly system charge for this category of water service shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Charge per Month
3/4"	24.00	3.85	27.85
1"	36.95	6.15	43.10
1-1/2"	51.95	11.60	63.55
2"	64.95	20.05	85.00
3"	104.55	36.95	141.50
4"	119.70	63.15	182.85
6"	239.20	115.50	354.70
10"	456.60	300.30	756.90

- (d) Commercial agricultural water service shall be furnished only under the following conditions:
 - (i) Upon request of the District each customer for such service shall sign and file with the District a written certification, in the form prescribed by the District, stating that the said water service is being used or will be used exclusively for agricultural purposes as defined above.
 - (ii) Commercial agricultural water service shall be furnished on an interruptible basis. When the demand for such service from a customer or customers exceeds the District supply of water available for such service, or where the capacity of District facilities is not adequate to meet the demand for service, the District may reduce or cease delivery of water for agricultural purposes pending the restoration of the supply of water or the availability of facilities to deliver water in the amounts requested.

6. TEMPORARY WATER SERVICE

- (a) Defined as: Water service provided on a temporary basis pursuant to Section 31 of this Code.
- (b) If capacity fees have not been paid by the customer, the base rate for water furnished under this category shall be two times the base rate charged customers in the same category of service on a permanent meter basis.
- (c) If the customer is in an Improvement District and has paid capacity fees, the base rate for water furnished under this category shall be the base rate charged customers in the same category of service on a permanent meter basis.

7. NON-AGRICULTURAL IRRIGATION WATER SERVICE

1. IRRIGATION USING POTABLE WATER

- (a) Defined as: Potable water service provided solely for irrigation of landscaping as defined in Section 0.02 of the Code in open space areas including those owned by public or private entities. This service can be provided on a permanent or temporary meter basis.

- (b) Base Rate: For privately owned permanent water service under this category, the base rate for water furnished shall be \$1.98 per H.C.F. For publicly owned permanent water service, the base rate shall be \$0.08 more per H.C.F. than the privately-owned rate due to the District's inability to collect availability charges.
- (c) Allocation under normal conditions (i.e., no conservation stage in effect): An irrigator may receive a seasonably adjusted allotment of water equal to approximately 46 inches per year per square foot, for the actual area to be irrigated* (as defined in Section 0.02 of the Code). It is the customer's responsibility to provide to the District accurate and current area measurements.
- (d) Allocation when conservation stage alert in effect: During a Stage II water shortage where the District needs to reduce its overall water demand by 25% or more, the District's non-agricultural irrigation accounts will be allocated water based upon their irrigated landscape square footage. During a stage III water shortage, all outdoor irrigation may be prohibited as referenced in section 39.06.
- (e) Water allocation enforced during shortage conditions: During a stage II water shortage where the District is expected to reduce its water use by 25% or more, non-agricultural irrigation accounts will be expected to adhere to their water allocation or pay penalties as a result of exceeding their allocation.
- (f) Multiple Accounts: Customers with multiple meters may request the monthly allocation provided for in Section 25.03.E.7(c) and (d) to be applied to the entire site served by those meters. Exceptions or modifications to

*The allocation of 80% of the evapotranspiration rate for cool season grass grown in the District has been determined to be more than adequate for the effective irrigation of virtually any plant material.

this provision may be approved by the General Manager on a case-by-case basis.

- (g) Temporary Water Service: For temporary water service under this category, the water service rate shall be two times the rate for permanent service under (b) above.
- (h) Monthly system charge: The monthly system charge for potable non-agricultural irrigation water service shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Charge per Month
3/4"	24.00	3.85	27.85
1"	36.95	6.15	43.10
1-1/2"	51.95	11.60	63.55
2"	64.95	20.05	85.00
3"	104.55	36.95	141.50
4"	119.70	63.15	182.85
6"	239.20	115.50	354.70
10"	456.60	300.30	756.90

2. IRRIGATION USING NON-POTABLE AND RECLAIMED WATER

- (a) Defined as: Non-potable and reclaimed water service provided solely for irrigation of landscaping as defined in Section 0.02 of the Code in open space areas including those owned by public or private entities. This service can be provided on a permanent or temporary meter basis. See Section 25.03.E.7.1(a) and (b) for other requirements regarding the authorized use of non-potable and reclaimed water.
- (b) Base Rate: For privately owned permanent water service under this category, the base rate for water furnished shall be \$1.67 per H.C.F. For publicly owned permanent water service, the base rate shall be \$0.08 more per H.C.F. than privately-owned rate due to the District's inability to collect availability charges.
- (c) Temporary Water Service: For temporary water service under this category, the water service rate shall be two times the rate for permanent service under (b) above.

- (d) Monthly system charge: The monthly system charge for non-potable and reclaimed non-agricultural irrigation water service shall be as follows:

Meter Size	System Charge
3/4"	27.85
1"	42.90
1-1/2"	60.30
2"	75.40
3"	121.30
4"	138.90
6"	277.60
10"	529.70

8. RECLAIMED WATER

- (a) Defined as: Non-potable water service provided from water produced by the District's water reclamation plant and other non-potable sources and offered for sale by the District for purposes other than irrigation or landscaping (see 25.03.E.7.2 above for irrigation purposes). Reclaimed water is non-potable. Reclaimed water shall not be used for domestic purposes and all other uses must comply with federal, state and local laws and regulations regarding use of reclaimed water.
- (b) The provisions of this Code, relating to cross-connections and backflow protective devices, shall be strictly enforced for use of reclaimed water.
- (c) The base rate for privately owned permanent service under this category shall be \$1.67 per H.C.F. For publicly owned permanent water service, the base rate shall be \$0.08 more per H.C.F. than the privately-owned rate due to the District's inability to collect availability charges.
- (d) The monthly system charge for permanent reclaimed water service shall be as follows:

Meter Size	System Charge
3/4"	27.85
1"	42.90
1-1/2"	60.30
2"	75.40
3"	121.30
4"	138.90
6"	277.60
10"	529.70

9. WATER SERVICE UNDER SPECIAL AGREEMENTS

- (a) Defined as: Water service provided under express agreements approved by the Board of Directors for service to golf courses, which service may be curtailed or interrupted by the District under conditions provided in such agreements.
- (b) For water service under this category the base rate for water furnished shall be \$1.98 per H.C.F.

10. TANK TRUCKS

- (a) Defined as: Water service provided for the filling of tanks on motor vehicles transporting water used for other than earth grading purposes, which service shall be made only through a portable meter issued by the District to a customer specifically for use in accordance with the provisions herein for service.
- (b) The rate for water furnished under this category shall be two times the rate for BUSINESS, DOMESTIC AND AGRICULTURAL COMBINED in section 25.03.E.3. Payment of charges shall be made as provided in paragraph 10(c)(4); provided that there shall be a minimum charge of \$15 for this service.
- (c) Requirement for Use of Water Meter

- (1) To receive such service, the customer shall use a water meter furnished by the District to measure the amount of water furnished. The customer shall deposit the following amount with the District for use of the meter:

Meter Size Deposit

4" \$850

- (2) Upon termination of the service, the District will refund the amount of deposit remaining after making the following deductions:
 - (i) Cost of repairing or replacing the meter, fire hydrant and/or any fittings damaged or lost while in use; and

- (ii) Unpaid charges for water used or other applicable charges.
- (3) Prior to the end of each six month period following issuance of a meter under this section, or at the request of the District, whichever is earlier, the customer shall return the meter to the District for inspection, repair, or calibration as deemed necessary by the District.
- (4) Payment for water service under this category shall be made as follows:
 - (i) On or before the first day of each month following issuance of the water meter the District shall issue its statement for water service furnished during the preceding month.
 - (ii) The statement shall be based on the amount of water actually used, which shall be determined by District reading of the meter or by a report made by the customer to the District in the manner prescribed by the District.
 - (iii) Where the actual amount of water used cannot be made as provided in (ii) District shall issue its statement for charges based on estimates of water that may have been used. Such estimates shall be determined by the District. Such estimates shall be reconciled with actual amounts used when the customer returns the meter to the district as provided in paragraph (3) above.
 - (iv) Payments shall be made by each customer of this service in accordance with Section 34 of this Code.

11. WATER SERVICE OUTSIDE DISTRICT

- (a) Defined as: Water service for property outside the exterior boundaries of the District. This service will be provided only upon prior approval of the General Manager when there is a surplus of water available over and above the existing needs for service in the District. This service is temporary and may be terminated on written notice

from the District. Customers for this service are sometimes referred to as "outside users."

- (b) Customers applying for this category of service shall pay an application fee of \$500.
- (c) The rate for metered water furnished under this category shall be two times the rate charged customers for the same category of water service on a permanent meter basis under this Section 25.03, plus a monthly system charge at the rate set forth in the category of water service being furnished.
- (d) Customers requesting only a fire service or a fire hydrant under this category shall be charged a capacity fee based on one (1) EDU for a permanent meter in the Improvement District from which the fire service derives its flow, plus a monthly system charge at the rate set forth in the category of water service being furnished.

12. WATER SERVICE OUTSIDE AN IMPROVEMENT DISTRICT

- (a) Defined as: Water service on a temporary basis for property lying within the boundaries of the District, but not within a water improvement district. Customers for this service are sometimes referred to as "outside users."
- (b) Customers applying for this service shall pay an application fee of \$275. The District will review the application to determine whether the land to be served should be annexed to an improvement district. If it is determined that annexation is not practical, the Board of Directors may authorize service as an outside user. This temporary service will be reviewed periodically until it is determined that the property must be annexed to an improvement district.
- (c) The rate for water furnished under this category shall be two times the rate charged customers for the same category of water service on a permanent meter basis under this Section 25.03, plus a monthly system charge at the rate set forth in the category of water service being furnished.
- (d) Upon approval of the Board of Directors, a customer, who has paid all construction costs for

facilities necessary to serve the customer's property in lieu of annexation to a water improvement district, shall be exempt from the provision for this category of service.

13. SERVICE FOR FIRE PROTECTION

- (a) Defined as: Water service provided by the District for use solely in fire hydrants or fire sprinkler systems from lines or laterals connected to District water mains.
- (b) The District will not make a charge for the quantity of water used for fire protection purposes.
- (c) The monthly system charge for this category of service shall be \$25.40 per month for each connection to a District water main made for fire protection service.

14. WATER SERVICE TO PROPERTY NOT SUBJECT TO DISTRICT TAXES

- (a) Pursuant to Section 71613 of the California Water Code, the District may furnish water to property, not subject to District taxes, at special rates, terms and conditions as are determined by the Board of Directors for such service. Such rates, terms and conditions shall be uniformly applied to like classes and conditions of service in the same improvement district or geographical area.

- F. Surcharges for Quantities of Water Used in Excess of Monthly Base Usage Allowance. In addition to the water rates and charges in this Section 25.03, a surcharge shall be paid by each customer for water furnished through permanent meters one inch or greater in size, when, in any month, the number of units of water furnished to the customer exceeds the monthly usage allowance, shown in the schedule set forth below for the size of meter being used. A unit is 100 cubic feet or 748 gallons of water. Surcharges shall be applied at the rate of \$0.04 per unit for the number of units of water shown in Category I usage in said schedule, and at the rate of \$0.06 per unit for the number of units shown in Category II Usage in said schedule.

The surcharges shall be made monthly in accordance with the following schedule:

Meter Size	Non-Surcharge Monthly Unit Usage Allowance	Category I Usage at \$0.04 per Unit	Category II Usage at \$0.06 per unit
5/8"-3/4"	30	None	None
1"	75	76-225	226 & over
1-1/2"	150	151-400	401 & over
2"	240	241-600	601 & over
3"	480	481-1200	1201 & over
4"	750	751-1800	1801 & over
6"	1500	1501-4000	4001 & over
10"	3450	3451-8000	8001 & over

G. Energy Charges for Pumping Water. In addition to water rates and other charges provided for in this Section 25.03, potable water customers shall be charged an energy pumping charge based on the quantity of water used and the elevation to which the water has been lifted to provide service. The energy pumping charge shall be made at the rate of \$0.034 per 100 cubic feet of water for each 100 feet of lift or fraction thereof above the base elevation of 450 feet.

H. Additional Water Charge for Service in the North District. In addition to other applicable water rates and charges provided for in this Section 25.03, each customer receiving water service in the North District shall pay a charge of \$0.08 per H.C.F. for water furnished by the District; provided, however, the additional charge shall not apply to the first 5 H.C.F. furnished during the billing cycle for the customer's account under Section 25.03.E.1 DOMESTIC SERVICE. The North District area is defined in Section 0.02 of this Code

All proceeds from charges collected pursuant to this Section 25.03.H shall be set aside by the District in a separate account and shall be used solely for payment of costs and borrowings for construction, installation and maintenance of water storage reservoirs, pump stations and water lines to provide service in the North District.

I. Additional Water Charges and Monthly System Charges for Service in the ID 9 Water Service Zone.

1. In addition to other applicable water rates and charges provided for in this Section 25.03, effective May 1, 1986, each customer receiving water service in the ID 9 Water Service Zone shall pay a charge of \$0.27 per H.C.F. of water furnished by the District;

provided, however, the additional charge shall not apply to the first 5 H.C.F. furnished during the billing cycle for a customer's account under Section 25.03.E.1 DOMESTIC SERVICE. The ID 9 Water Service Zone area is defined in Section 0.02 of this Code.

2. In addition to the monthly system charges provided for in Section 25.03.B, effective May 1, 1986, each customer receiving water service in the ID 9 Water Service Zone shall pay a monthly meter system charge of \$2.00 for each meter in service.
3. All proceeds from charges collected pursuant to this Section 25.03.H shall be set aside by the District in a separate account and shall be used solely for payment of costs and borrowings for construction, installation and maintenance of water storage reservoirs, pump stations and water lines to provide service in the ID 9 Water Service Zone.

J. Additional Water Charges for Services in the ID 3, ID 10 and La Presa Water Service Zones.

1. In addition to other applicable water rates and charges provided for in this Section 25.03, effective May 17, 1993, each customer receiving water service in the ID 3, ID 10 and La Presa Water Service Zones shall pay an additional charge per H.C.F. of water furnished by the District as follows:

- a. ID 3 \$.02 per H.C.F.
- b. ID 10 \$.10 per H.C.F.
- c. La Presa \$.02 per H.C.F.

2. For subsequent years this surcharge shall increase according to the following schedule:

- a. ID 3

Calendar Year	Amount
1995	.03
1996	.04
1997	.05
1998	.06
1999	.07
2000	.08
2001	.09
2002	.10
2003	.11
2004	.12
2005	.13
2006	.14
2007	.15
2008	.16

2009	.17
2010	.18
2011	.19
2012	.20
2013	.21

b. ID 10

Calendar Year Amount

1995	.11
1996	.12
1997	.13
1998	.14
1999	.15
2000	.16
2001	.17
2002	.18
2003	.19
2004	.20
2005	.21
2006	.22
2007	.23
2008	.24
2009	.25
2010	.26
2011	.27
2012	.27
2013	.27
2014	.27
2015	.27
2016	.27
2017	.27
2018	.27

c. La Presa

Calendar Year Amount

1996	.03
1999	.04
2002	.05
2005	.06
2008	.07
2009	.07
2010	.07
2011	.08
2012	.08
2013	.08

3. The additional charge shall not apply to the first 5 H.C.F. furnished during the billing cycle for a customer's account under Section 25.03.E.1 DOMESTIC SERVICE.

4. All proceeds from charges collected pursuant to this Section 25.03.J shall be set aside by the District in a separate account and shall be used solely for payment of costs and borrowings for construction, installation and maintenance of water storage, reservoirs, pump stations and water lines to provide service in the ID 3, ID 10 and La Presa Water Service Zones, respectively.

25.04 DEPOSIT BY LESSEES OR NON-OWNERS OF PROPERTY

A. AMOUNT OF DEPOSIT

When an application for water service is made by a customer who does not own the land to be served, the customer shall be required to make a cash deposit to assure payment of the account. In lieu of a deposit, the customer may have payment of water service bills guaranteed in writing by the owner of the property. The amount of deposit, determined by the size of meter, shall be as follows:

Meter Size	Deposit for All Categories of Service	
	With Owner's Guarantee	Without Owner's Guarantee
3/4"	\$35	\$75
1"	\$75	\$150
1-1/2"	\$100	\$200
2"	\$180	\$360
3"	\$400	\$800
4"	\$675	\$1,350
6"	\$1,650	\$3,300
8"	\$2,200	\$4,400
10"	\$2,750	\$5,500

The customer's deposit shall be applied to reduce or satisfy any delinquent payment or other amount due the District at the time of termination of water service to the customer. Any portion of the deposit remaining after satisfaction of the amount due shall be refunded to the customer that made the deposit.

The deposits listed above may be waived for a new residential applicant where the applicant demonstrates credit worthiness based upon prior rent payments, house payments, utility payments, a non-delinquent water account for one year or other similar evidence of credit.

B. REFUND OF DEPOSIT

Where funds have been on deposit for twelve months in a domestic service account and there has been no more than one delinquent payment on that account during that period, the District will refund the deposit to the customer.

C. LETTER OF CREDIT

A letter of credit, in a form approved by the General Manager or Department Head of Finance, may be submitted to the District to satisfy the deposit requirements.

25.05 SERVICE TO SUBSEQUENT CUSTOMERS

After a water meter has been installed for a customer and all fees and charges have been paid, water service may be furnished to a subsequent customer through the water meter installed without payment of further charges, except for the set-up fee for transferred accounts, payment of delinquent charges for the applicant's service or other deposits that may be required by this Code.

SECTION 25

RATES AND CONDITIONS FOR WATER SERVICE25.01 SERVICE AREA

Water service shall be furnished by the District only to property within (annexed to) a water improvement district within the District's service area. Water service to property located outside an improvement district may be furnished only upon prior approval of the Board of Directors. Temporary water service to property located outside an improvement district may be furnished, in accordance with Section 25.03.E.10, upon the approval of the General Manager.

25.02 DEFINITION OF "H.C.F." AND "UNIT OF WATER"

As used in the Code the terms "H.C.F." and "unit of water" are interchangeable and each shall mean 100 cubic feet or 748 gallons of water.

25.03 WATER RATES, CHARGES AND FEES

Water service furnished by the District shall be under the categories of services and at the rates, charges and fees as set forth below:

- A. Set-up Fees for Accounts. A set-up fee of \$10.00 shall be charged for each account transferred to another customer. A deposit will be required of all customers who do not own the property to be served. See Section 25.04 for deposit amounts.
- B. Monthly MWD & CWA Fixed Charges. Each water service customer shall pay a monthly MWD and CWA fixed charge, as set forth below, established by the District to pay for operating and maintenance costs, including the following: MWD Readiness-to-Serve Charge and Capacity Reservation Charge; CWA Infrastructure Access Charge, Customer Service Charge, and Emergency Storage Charge.
- C. Monthly System Charge. Each water service customer shall pay the monthly system charge assessed by the District on each water service account. Proceeds of the charge will be used for water system replacement, maintenance, and operation expenses. The system charge is based on the size of the water meter(s) in service, as set forth in Paragraph E of this Section 25.03 for each category of water service described. The system charge shall start upon installation of the meter.

- D. Water Conservation Drought Pricing. To promote conservation, base tiered water rates for all water service are subject to percentage increases during drought stages, above Stage 1, as shown in the table below:

Drought Stage Pricing

	Stage 2	Stage 3	Stage 4
Tier 1*	0%	0%	0%
Tier 2	Up to 5%	Up to 10%	Up to 15%
Tier 3	Up to 30%	Up to 60%	Up to 90%

*Domestic residential water service has four tiered base rates as outlined below in Section 25.03 E.1. (b). Tier 1 of the above table applies to the first two tiered base rates identified below. Tier 2 of the above table applies to the third tiered base rate below. Tier 3 of the above table applies to the fourth tiered base rate below.

- E. Rates and Charges for Water Service. The rates and charges for water service furnished by the District shall be as follows:

1. DOMESTIC RESIDENTIAL WATER

- (a) Defined as: Water service for single residential and individually metered attached households as well as other domestic uses (other than that provided for in Paragraph 2 below).
- (b) The four tiered base rates for water furnished under each block of service under this category shall be as follows:

H.C.F.	Rate per H.C.F.
1-5	\$1.12
6-10	\$1.74
11-26	\$2.26
27 & over	\$3.48

Customers who use more than 10 units per month shall not receive the benefit of the lower rate for units 1 through 5. These customers will pay Tier 2 rates, \$1.74, for units 1 through 10.

- (c) The monthly system charges for water service in this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Total Fixed Charge
3/4"	13.83	7.02	20.85
1"	17.56	11.71	29.27
1-1/2"	26.90	23.41	50.31
2"	38.10	37.46	75.56

2. MULTIPLE RESIDENTIAL WATER

- (a) Defined as master metered water service for multiple residential households, for example, duplexes, townhomes, apartments and mobile homes.
- (b) The tiered base rates of water furnished for each dwelling unit under each block of service in this category shall be as follows:

H.C.F per Dwelling unit	Rate per H.C.F.
1 - 4	\$1.72
5 - 9	\$2.23
10 and over	\$3.43

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

- (c) The monthly system charges for water service in this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Total Fixed Charge
3/4"	13.83	7.02	20.85
1"	17.56	11.71	29.27
1-1/2"	26.90	23.41	50.31
2"	38.10	37.46	75.56
3"	67.98	74.92	142.90
4"	101.59	117.07	218.66
6"	194.96	234.14	429.10
8"	307.00	374.62	681.62
10"	437.71	538.52	976.23

3. BUSINESS AND PUBLICLY-OWNED WATER

- (a) Defined as: Potable water service for commercial, industrial and publicly-owned establishments.
- (b) Base Rate: The tiered base rate for water furnished under this category shall be determined by meter size and usage block as follows:

H.C.F. (meter size: less than 10")	H.C.F. (meter size: 10" and greater)	Rate per H.C.F.
1 - 101	1 - 7,965	\$1.84
102 - 720	7,966 - 21,761	\$1.88
721 and over	21,762 and over	\$1.91

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

- (c) The monthly system charge for water service under this category shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Total Fixed Charge
3/4"	13.83	7.02	20.85
1"	17.56	11.71	29.27
1-1/2"	26.90	23.41	50.31
2"	38.10	37.46	75.56
3"	67.98	74.92	142.90
4"	101.59	117.07	218.66
6"	194.96	234.14	429.10
8"	307.00	374.62	681.62
10"	437.71	538.52	976.23

4. IRRIGATION AND COMMERCIAL AGRICULTURAL USING POTABLE WATER

- (a) Irrigation is potable water service provided solely for irrigation of landscape or landscaping, as defined in Section 0.02.
- (b) Commercial agricultural engaged in the growing or raising of live stock, in conformity with recognized practices of husbandry, for the purpose of commerce, trade or industry, or for the use by public educational or correctional institutions or agricultural horticultural or floricultural products and produced,
 - (i) for human consumption or for the market, or
 - (ii) for the feeding of fowl or livestock produced for human consumption or for the market, or
 - (iii) for feeding fowl or livestock for the purpose of obtaining their products for human consumption or for the market, such products to be grown or raised on a parcel of land having an area of not less than one acre utilized exclusively therefore.

(c) Base Rate: The tiered base rate for water furnished under this category shall be determined by meter size and usage block as follows:

H.C.F. (Meter Size: 1" and less)	H.C.F. (Meter Size: 1.5 through 2")	H.C.F. (Meter Size: 3" and Larger)	Rate per H.C.F.
1-47	1-136	1-651	\$2.50
48-164	137-415	652-4,064	\$2.55
165 and over	416 and over	4,065 and over	\$2.60

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

(d) Monthly system charge: The monthly system charge for irrigation and agricultural water service shall be as follows:

Meter Size	System Charge	MWD & CWA Fixed Charge	Total Fixed Charge
3/4"	13.83	7.02	20.85
1"	17.56	11.71	29.27
1-1/2"	26.90	23.41	50.31
2"	38.10	37.46	75.56
3"	67.98	74.92	142.90
4"	101.59	117.07	218.66
6"	194.96	234.14	429.10
8"	307.00	374.62	681.62
10"	437.71	538.52	976.23

Agricultural water customers authorized to participate in MWD's "Interim Agricultural Water Program" (IAWP) shall receive a \$ 0.38 discount per H.C.F. from the base rate and shall be subject to the terms of the program and the agreement establishing the terms of their participation in the IAWP.

5. RECYCLED WATER

- (a) Defined as: Non-potable and recycled water service provided for irrigation of landscaping, as defined in Section 0.02 of the Code, and certain non-irrigation purposes, other than domestic use, in compliance with federal, state and local laws and regulations regarding use of recycled water.
- (b) The provisions of this Code, relating to use of recycled water, set forth in Section 26 of the Code, including but not limited to cross-connections and backflow protective devices, shall be strictly enforced in connection with the use of recycled water.
- (c) Base Rate: The tiered base rate for water furnished under this category shall be determined by meter size and usage block as follows:

H.C.F. (Meter Size: 1" and less)	H.C.F. (Meter Size: 1.5 through 2")	H.C.F. (Meter Size: 3 through 4")	H.C.F. (Meter Size: 6" and larger)	Rate per H.C.F.
1-45	1-159	1-400	1-7,955	\$2.13
46-136	160-465	401-1,005	7,956-17,550	\$2.17
137 and over	466 and over	1,006 and over	17,551 and over	\$2.21

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

- (d) Monthly system charge: The monthly system charge for recycled water service shall be as follows:

Meter Size	System Charge
3/4"	13.83
1"	17.56
1-1/2"	26.90
2"	38.10
3"	67.98
4"	101.59
6"	194.96
8"	307.00
10"	437.71

6. TEMPORARY AND CONSTRUCTION WATER SERVICE

- (a) Defined as: Water service provided by the District on a temporary basis, pursuant to Section 31 of this Code.
- (b) If capacity fees have not been paid by the customer, the rates for water furnished under this category shall be two times the tiered base rates charged to irrigation and commercial agriculture as outlined in Section 25.03.E.4.
- (c) If the customer has paid capacity and annexation fees, the base rate for water furnished under this category shall be the base rate charged customers in the same category of service on a permanent meter basis.
- (d) The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.
- (e) The applicable monthly system and MWD/CWA charge shall be the same rates charged to customers in the same category of service on a permanent meter basis.

7. WATER SERVICE UNDER SPECIAL AGREEMENTS

- (a) Defined as: Water service provided under express agreements approved by the Board of Directors for service to golf courses and other entities, which

service may be curtailed or interrupted by the District under conditions provided in such agreements.

- (b) For water service under this category the base rate shall be determined on a case-by-case basis.

Unless otherwise specified in the particular agreement, the tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

8. TANK TRUCKS

- (a) Defined as: Water service provided for the filling of tanks on motor vehicles transporting water used for other than earth grading purposes, which service shall be made only through a portable meter issued by the District to a customer specifically for use in accordance with the provisions herein for such service.
- (b) The rate for metered water furnished under this category shall be the rate charged for temporary and construction water service, as described in Section 25.03 E.6., plus a monthly system charge at the rate set forth in Section 25.03 E.4.d.

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

- (c) Requirements for Use of Water Meter
 - (1) To receive such service, the customer shall use a water meter furnished by the District. The customer shall deposit the following amount with the District for use of the meter:

**Meter Deposit
Size**

4" \$850

- (2) Upon termination of the service, the District will refund the amount of deposit remaining after making the following deductions:

- (i) Cost of repairing or replacing the meter, fire hydrant and/or any fittings damaged or lost while in use; and
 - (ii) Unpaid charges for water or other applicable charges.
- (3) Prior to the end of each six month period following issuance of a meter under this section, or at the request of the District, whichever is earlier, the customer shall return the meter to the District for inspection, repair, or calibration as deemed necessary by the District.
- (4) Payment for water service under this category shall be made as follows:
- (i) The bill shall be based on the amount of water actually used, which shall be determined by the District's reading of the meter or by a report made by the customer to the District in the manner prescribed by the District.
 - (ii) Where the actual amount of water used cannot be determined as provided in (i), the District will issue a bill based on a District estimate of the amount of water used, as determined by the District. Such estimates shall be reconciled with actual amounts used when the customer returns the meter to the District as provided in paragraph 3 above.
 - (iii) Payments shall be made as specified on the bill.

9. WATER SERVICE OUTSIDE DISTRICT

- (a) Defined as: Water service for real property outside the service area of the District.
- (b) This service will be provided only upon prior approval of the General Manager when there is a surplus of water over and above the existing needs for service in the District. This service is temporary and may be terminated upon written notice from the District. Customers for this service are sometimes referred to as "outside users."
- (c) Customers applying for this category of service shall pay an application fee of \$500.

- (d) The rate for metered water furnished under this category shall be the rate charged temporary and construction water as described in Section 25.03 E.6.b. plus a monthly system charge at the rate set forth for temporary and construction water service.

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

- (e) Customers requesting only fire service or a fire hydrant under this category shall be charged a capacity fee based on one (1) EDU for a permanent meter in the Improvement District from which the fire service derives its flow, plus a monthly system charge at the rate set forth in the category of water service being furnished.

10. WATER SERVICE OUTSIDE AN IMPROVEMENT DISTRICT

- (a) Defined as: Water service for property located within the boundaries of the District, but not within a water improvement district. Customers for this service are sometimes referred to as "outside users."
- (b) Customers applying for this service shall pay an application fee of \$275. The District will review the application to determine whether the land to be served should be annexed to an improvement district. If it is determined that annexation is not practical, the Board of Directors may authorize service as an outside user. This service will be reviewed periodically until it is determined that the property must be annexed to an improvement district or that service must be terminated.
- (c) The rate for metered water furnished under this category shall be the same rate charged temporary water service outlined in Section 25.03, E.6.b. plus a monthly system charge at the rate set forth for temporary water service.

The tiered base rates for this category of service are subject to the increased drought pricing outlined in Section 25.03 D.

- (d) Upon approval of the Board of Directors, a customer, who has paid all construction costs for facilities necessary to serve the customer's property in lieu of annexation to a water

improvement district, shall be exempt from the provision for this category of service.

11. SERVICE FOR FIRE PROTECTION

- (a) Defined as: Water service provided by the District solely to feed fire hydrants or fire sprinkler systems from lines or laterals connected to District water mains.
- (b) The District will not make a charge for the quantity of water used for fire protection purposes.
- (c) The monthly system charge for this category of service shall be \$ 28.55 per month for each connection to a District water main made for fire protection service.

12. WATER SERVICE TO PROPERTY NOT SUBJECT TO DISTRICT TAXES

- (a) Pursuant to Section 71613 of the California Water Code, the District may furnish water to property, not subject to District taxes, at special rates, terms and conditions as are determined by the Board of Directors for such service. Such rates, terms and conditions shall be uniformly applied to like classes and conditions of service in the same improvement district or geographical area.
- (b) Customers in this category, such as publicly-owned establishments, shall pay an additional \$.28 per H.C.F.

F. Energy Charges for Pumping Water In addition to water rates and other charges provided for in this Section 25.03, potable water customers shall be charged an energy pumping charge based on the quantity of water used and the elevation to which the water has been lifted to provide service. The energy pumping charge shall be made at the rate of \$0.037 per 100 cubic feet of water for each 100 feet of lift or fraction thereof above the base elevation of 450 feet.

G. Additional Water Charge for Service in the North District

- 1. In addition to other applicable water rates and charges provided for in this Section 25.03, each customer receiving water service in the North District shall pay a charge of \$0.08 per H.C.F. for water furnished by the District; provided, however, the additional charge shall not apply to the first 5 H.C.F. furnished during the billing cycle for the

customer's account under Section 25.03 E.1. DOMESTIC RESIDENTIAL WATER. The North District area is defined in Section 0.02 of this Code.

2. All proceeds from charges collected pursuant to this Section 25.03 G. shall be set aside by the District in a separate account and shall be used solely for payment of costs and borrowings for construction, installation and maintenance of water storage reservoirs, pump stations and water lines to provide service in the North District.

H. Additional Water Charges and Monthly System Charges for Service in the ID 9 Water Service Zone

1. In addition to other applicable water rates and charges provided for in this Section 25.03, effective May 1, 1986, each customer receiving water service in the ID 9 Water Service Zone shall pay a charge of \$0.27 per H.C.F. of water furnished by the District; provided, however, the additional charge shall not apply to the first 5 H.C.F. furnished during the billing cycle for a customer's account under Section 25.03 E.1 DOMESTIC RESIDENTIAL WATER. The ID 9 Water Service Zone area is defined in Section 0.02 of this Code.
2. In addition to the monthly system charges provided for, effective May 1, 1986, each customer receiving water service in the ID 9 Water Service Zone shall pay a monthly meter system charge of \$2.00 for each meter in service.
3. All proceeds from charges collected pursuant to this Section 25.03 H. shall be set aside by the District in a separate account and shall be used solely for payment of costs and borrowing for construction, installation and maintenance of water storage reservoirs, pump stations and water lines to provide service in the ID 9 Water Service Zone.

I. Additional Water Charges for Services in the ID 3, ID 10 and La Presa Water Service Zones.

1. In addition to other applicable water rates and charges provided for in this Section 25.03, effective May 17, 1993, each customer receiving water service in ID 3, ID 10 and La Presa Water Service Zones is assessed an additional charge per H.C.F. of water furnished by the District. Said surcharge is assessed according to the following schedules:

a. ID 3

Calendar Year	Amount
	(per H.C.F.)
2008	.16
2009	.17
2010	.18
2011	.19
2012	.20
2013	.21

b. ID 10

Calendar Year	Amount
	(per H.C.F.)
2008	.24
2009	.25
2010	.26
2011-18	.27

c. La Presa

Calendar Year	Amount
	(per H.C.F.)
2008-10	.07
2011-13	.08

2. The additional charge shall not apply to the first 5 H.C.F. furnished during the billing cycle for a customer's account under Section 25.03 E.1. DOMESTIC RESIDENTIAL WATER.
3. All proceeds from charges collected pursuant to this Section 25.03 I. shall be set aside by the District in a separate account and shall be used solely for payment of costs and borrowings for construction,

installation and maintenance of water storage, reservoirs, pump stations and water lines to provide service in the ID 3, ID 10 and La Presa Water Service Zones, respectively.

25.04 DEPOSIT BY LESSEES OR NON-OWNERS OF PROPERTY

A. AMOUNT OF DEPOSIT

When an application for water service is made by a customer who does not own the land to be served, the customer shall be required to make a cash deposit to assure payment of the account. In lieu of a deposit, the customer may have payment of water service bills guaranteed in writing by the owner of the property. The amount of deposit, determined by the size of meter, shall be as follows:

Meter Size	Deposit for All Categories of Service
3/4"	\$75
1"	\$150
1-1/2"	\$200
2"	\$360
3"	\$800
4"	\$1,350
6"	\$3,300
8"	\$4,400
10"	\$5,500

The customer's deposit shall be applied to reduce or satisfy any delinquent payment or other amount due the District at the time of termination of water service to the customer. Any portion of the deposit remaining after satisfaction of the amount due shall be refunded to the customer that made the deposit.

The deposits listed above may be waived for a new residential applicant where the applicant demonstrates credit worthiness based upon prior utility payments or a non-

delinquent water account for one year or other similar evidence of credit.

B. REFUND OF DEPOSIT

Where funds have been on deposit for twelve months in a domestic service account and there has been no more than one delinquent payment on that account during that period, the District will apply a credit to the water account in the amount of the deposit.

C. LETTER OF CREDIT

A letter of credit, in a form approved by the General Manager or Department Head of Finance, may be submitted to the District to satisfy the deposit requirements.

25.05 SERVICE TO SUBSEQUENT CUSTOMERS

After a water meter has been installed for a customer and all fees and charges have been paid, water service may be furnished to a subsequent customer through the water meter installed without payment of further charges, except for the set-up fee for transferred accounts, payment of delinquent charges for the applicant's service or other deposits that may be required by this Code.

SECTION 53 FEES, RATES, CHARGES AND CONDITIONS FOR SEWER SERVICE

53.01 CONDITIONS FOR ACQUISITION OF SEWER SERVICE CAPACITY

Sewer service capacity may be acquired only for service to a specific address, parcel of land, or a land development project covered by an approved map. An approved map shall mean a recorded final map, a recorded parcel map or a tentative subdivision map that has been approved by the County or by a City, ~~where-as~~ applicable.

53.02 SERVICE AREAS

A. Service Areas. Sewer service shall be furnished by the District only to property located in Improvement District No. 14 ("I.D. 14"), Improvement District No. 18 ("I.D. 18"), and Assessment District No. 4 ("A.D. 4"), and the Russell Square Sewer Service Area. Sewer service to property located outside such areas may be furnished only upon annexation to ID 18 and payment of all applicable annexation fees.

53.03 ACQUISITION OF SEWER CONNECTIONS FOR SERVICE IN I.D. 14, I.D. 18 AND A.D. 4

A. There shall be no connection capacity fee for sewer service to parcels already annexed into Improvement District No. 14, Improvement District No. 18 and Assessment District No. 4 on or after December 16, 1998.

53.04 ACQUISITION AND PURCHASE OF SEWER CAPACITY FOR SERVICE IN THE RUSSELL SQUARE SEWER SERVICE AREA

A. District Acceptance of Sewer Facilities for Russell Square Area. Under an Agreement with Cal Dorado Development, Inc., dated June 28, 1981, the District accepted title to a sewer pump station, force main and appurtenances for a sewage system to provide sewer service to the residential dwelling units to be constructed within the parcels of land in San Diego County Tentative Parcel Map 17150. Under an Agreement with Cal Dorado Development, Inc., dated June 18, 1981, the District agreed to provide service to such parcels on the terms and conditions contained therein. On October 1, 1984, pursuant to Resolution No. 2139, the District Board of Directors accepted title to the facilities.

B. Designation of Russell Square Sewer Area. The geographical area described on the District Map entitled "Russell Square Sewer Service Area," dated October 11, 1988, on file ~~in the office of~~ with the District Secretary, ~~is hereby designated~~ constitutes the Russell Square Sewer Service Area.

C. Connection Fees for Connections for Sewer Service through the Russell Square Sewer Pump Station.

1. Establishment of Sewer Connection Fee

~~There is hereby established a~~A connection fee of \$7,500 for each EDU of sewer service provided through ~~a connection to the District Russell Square Pump Station shall be collected.~~ The connection fee is due at the time an application for sewer service is submitted. The number of EDUs for the connection shall be as set forth in Section 53.09 of the Code. ~~The amount of the fee shall be determined at the rate of \$7,500 for each EDU of service. Payment of the fee shall be made by an applicant for sewer service through the Russell Square Pump Station at the time application for service is made.~~ Since the Russell Square Pump Station and force main were constructed by the developer or his assignee, at their expense, for the purpose of providing service to the parcels within Tentative Parcel Map 17150, the ~~said fee of \$7,500 for each EDU~~connection fee shall not apply ~~to~~for connections for sewer service to the parcels within said map. Such exempt parcels are currently identified as Assessor Parcel Nos. 497-011-41, 497-011-42, 497-011-44, 497-011-46 and 497-011-47.

2. ~~There is hereby established a~~A monthly sewer service charge of \$200 to cover normal operational costs of the Russell Square Pump Station and force mains shall be collected. ~~The amount of the charge shall be \$200 per month for each EDU of service provided through the Russell Square Pump Station.~~ This charge shall be reviewed by the Board of Directors from time to time to assure that such charges cover the costs for operation of the sewer facilities.

3. The proceeds of the fees and charges received by the District under 1 and 2 above shall be ~~maintained in a separate account and shall be~~ used by the District solely for maintenance, replacement or repair under C.1. above and for the operation of the facilities under C.2. above.

4. In addition the customer for such service shall pay the monthly service charge for sewer

service set forth in Section 53.11; ~~and the annexation fee for annexation to Improvement District No. 18, if it is necessary to annex the parcel of land prior to receiving sewer service.~~

53.05 CHARGES FOR INSTALLATION OF SEWER LATERALS Upon
~~Upon~~ application for construction of one or more sewer laterals, the customer shall ~~pay such charges for the deposit~~ with the District the estimated costs to be incurred by the District in connection with the installation of the facilities required, as determined by the District. Upon completion of the work, ~~on the basis of~~ the District shall calculate the actual costs incurred by the District in performing the work. ~~At the time of application, the District will estimate the total costs to perform the work. The customer shall deposit the estimated amount with the District prior to commencement of the work.~~ If actual costs incurred are less than the amount deposited, the District shall refund the balance of the deposit to the customer. If ~~the actual costs incurred by the District exceed~~ the amount deposited, the customer shall reimburse the District for the additional costs.

53.06 PAYMENT OF FEES. All fees prescribed in the Code shall become owing, due and payable at the time application is made to connect a premise to the sewer system of the District. The fees shall be paid to the District prior to the issuance of any permit authorizing the connection of such premise to the District sewer system. If the proposed connection cannot be made, the fee may be refunded when approved by the General Manager.

53.07 SEWER SERVICE USE CHANGES RESULTING IN INCREASED SYSTEM UTILIZATION. ~~—~~The use of a sewer connection shall be limited to the type and number of EDUs authorized by the original wastewater discharge permit. Before adding any additional equivalent dwelling units, buildings, modifying existing buildings, or change of occupancy type, the property owner shall make a supplementary wastewater permit application to the District for such change in use and pay additional sewer annexation fees per EDU, if necessary, as may be applicable. Periodic inspection of the premises may be made by the District and if actual use is greater than estimated use, an assessment for additional annexation fees shall be assessed in accordance with the fee schedule in the then current Code of Ordinances.

53.08. Wastewater Discharge Permit Issuance and Limitation.

1. A wastewater discharge permit shall be required for any property for which a request is made to discharge into the District sewerage system.

2. Every wastewater discharge permit shall expire by limitations and shall become null and void, if the construction or work authorized by such permit is not commenced within 120 days from date of issuance of such wastewater discharge permit or if the construction or work authorized by such wastewater discharge permit is suspended or abandoned for a period of 120 days at any time after the work is commenced.
3. Before such work can be recommenced, a new wastewater discharge permit application must be filed with the District. The District may reactivate the previous wastewater discharge permit provided that wastewater quantity and type is the same as the wastewater discharge allowed under the original permit, and provided further that such suspension and abandonment has not exceeded one year. Fees paid for the previous wastewater discharge permit may be credited toward the total permit fees required on the new permit application. Reactivation of the previous wastewater discharge permit shall be subject to ~~district~~ District sewer capacity being available at the time of new application and subject to any additional costs or charges imposed during the period of such suspension or abandonment.

53.09. Basis for Determination of EDUs.

1. The number of EDUs for sewer service shall be determined on the following basis:

a)	<u>Residential Facilities</u>	EDUs
1)	Single-Family Residence (Includes manufactured homes, and mobile homes which are on private lots A secondary structure with a kitchen is considered an additional EDU	1.0
2)	Apartments and Multiple Family Housing Each individual living unit	1.0
3)	Residential condominiums Each individual living unit	1.0
4)	Mobile Home and Trailer Parks Per each individual space	1.0
b)	<u>Commercial/Industrial Facilities</u>	

1) Food Service Establishments

- a) Take-out restaurants with disposable utensils, no dishwasher and no public restrooms 3.0
- b) Miscellaneous food establishments - ice cream/yogurt shops, bakeries (sales on premise only) 3.0
- c) 1) Take-out/eat-in restaurants with disposable utensils, but with seating and public restrooms 3.0
- 2) ~~For~~ Restaurants with reusable utensils, seating and public restrooms (0-18 seats) 3.0

~~one EDU is assigned~~

~~_____ for each six-
seat _____ unit
as fol~~

~~lows: 0-18 seats - 3.0 EDU (minimum).~~

~~Each additional 6~~

~~_____ seat unit,
or portion thereof will be assigned~~

~~1.0 EDU.~~

2) Hotels and Motels

- a) Per living unit without kitchen 0.38
- b) Per living unit with kitchen 0.60

3) Commercial, Professional, Industrial Buildings, Establishments not specifically listed herein

- a) Any office, store or industrial condominium or establishments.
~~F~~first 1,000 sq. ft. 1.2
- Each additional 1,000 sq. ft. or portion thereof 0.7
- b) Where occupancy type or usage is

unknown at the time of application for service, the following EDUs shall apply. This shall include, but not be limited to, shopping centers, industrial parks and professional office buildings.

- | | |
|--|-----|
| First 1,000 sq. ft. of gross building floor area | 1.2 |
| Each additional 1,000 square feet of gross building floor area. Portions less than 1,000 sq. ft. will be prorated. | 0.7 |
| 4) Self-service laundry per washer | 1.0 |
| 5) Churches, theaters and auditoriums per each 150 person seating capacity, or any fraction thereof. (Does not include office spaces, schoolrooms, day-care facilities, food preparation areas, etc. Additional EDUs will be assigned for these supplementary uses.) | 1.5 |
| 6) <u>Schools</u> | |
| a. Elementary Schools - For each 50 pupils or fraction thereof | 1.0 |
| b. Junior High Schools - For each 40 pupils or fraction thereof | 1.0 |
| c. High Schools, Colleges and Universities - For each 24 pupils or fraction thereof | 1.0 |

Additional EDUs will be prorated based on above values.

The number of pupils shall be based on the average daily attendance of pupils at the school during the preceding fiscal year, computed in accordance with the education code of the State of California.

However, where the school has had no attendance during the preceding fiscal year, the General Manager shall estimate the average daily attendance for the fiscal year for which the fee is to be paid and compute the fee based on such estimate.

7) Convalescent Homes

- a) Skilled nursing care facilities, psychological hospitals, convalescent hospitals; licensed by the Department of Health. 0.7/bed
- b) Community Care Facilities with 16 or more beds licensed by the State Department of Health. 0.5/bed
- c) Small Community Care Facilities with 7 to 15 beds licensed by the County Department of Social Services 0.5/bed
- d) Community Care Homes with six or fewer total residents, including resident staff and housekeepers (to be the same EDU as a single-family residence). 1.0

8) Other

In the case of commercial, industrial and other business establishments such as bottling works, supermarkets, markets, deli/markets, convenience stores, hospitals, laundries (other than self-service laundries), automobile service stations, mortuaries, day-care centers, bars, pool halls, and other establishments not included in items 1) through 7) inclusive, or when the EDUs specified in items 1) through 7) are not representative of actual flow due to the number of employees or type of operation, the number of equivalent dwelling units shall be determined in each case by the General Manager and shall be based upon the estimated vol-

ume and type of wastewater discharge into the sewer.

53.10 TRANSFER, ASSIGNMENT, OR RESALE OF SEWER CONNECTION RIGHTS

~~A. Transfer or Assignment~~

~~EDU sewer connection rights obtained by a customer may not be sold, transferred, or assigned separately from ownership of the real property for which they were obtained, unless otherwise stated in an agreement with the District. ~~to any other person, firm or corporation, except for (i) a transfer to a financial institution which provides any or all financing for the acquisition of such connection rights, or (ii) a transfer or assignment to a subsequent purchaser of the property for which the connection rights were acquired; provided that the rights so assigned must be used only for the property for which such were initially acquired.~~~~

~~B. Resale of Connection Rights~~

~~If a customer desires to make a transfer, other than as authorized in Paragraph (a), or to sell all or any portion of the EDU sewer connection rights acquired, such must be returned to the District. The District will acquire the EDU connection rights on the terms and conditions provided for in the agreement under which the connection rights were obtained.~~

53.11 SEWER SERVICE RATES AND CHARGES

- A. Set-up Fees for Accounts. A set-up fee of \$10.00 shall be charged for each account transferred to another customer.
- B. Residential Sewer Charges
 - (1) Winter Average Determination. Sewer service usage fee shall be based on the "Winter Average" water consumption, measured in units of hundred cubic feet (HCF). For Otay water customers, the winter period is December through March, and for Helix water customers, the winter period is January through April. The winter average for Otay is calculated by

adding the four months of the preceeding winter together and dividing by four. The winter average for Helix is calculated by adding the two billing periods of the four months together and dividing by four. For both Otay and Helix water customers, this average is then reduced by a 15% usage discount, recognizing that not all water used flows into the sewer system, to determine the "Winter Average" for billing purposes.

- (2) Usage Fee. The usage fee rate of ~~\$1.411.47~~ is multiplied by the "Winter Average" calculation for each customer (after the above noted 15% discount) and the resulting amount is added to the Fixed Service Charge applicable to the size of meter. ~~This~~ The resulting fixed fee shall be charged on a monthly basis for an entire calendar year, until a new "Winter Average" is determined for the following year.
- (3) Base Fee. The monthly base fee is ~~\$9.75~~10.20 for a 5/8 or 3/4 inch water meter and ~~\$14.25~~14.90 for a 1 inch or greater water meter.
- (4) The average residential sewer charge shall be calculated by calculating the total usage fee for all residential customers and dividing by the number of residential customers. Then the monthly base fee for ~~3~~ 3/4" inch meter is added to this average fee and this shall be used to determine the rate per ASU to be used for commercial customers. Effective January 1, 2008, the average residential sewer charge is ~~\$33.26~~34.79 per ASU.

C. Single Residential Winter Averaging

- (1) Defined as: Sewer service for individually metered residential households.
- (2) The monthly sewer bill is calculated by adding the base fee plus the usage fee as described in 5.11.B.(1), (2), & (3) above.
- (3) The maximum "Winter Average" for individually metered residential customers is (after the 15% discount) as follows:
 - i. January through December 2008 -
18 units
 - ii. January through December 2009 -
22 units

iii. After December 31, 2009 - 30 units

- (4) New Customers. New Customers that do not have a prior winter consumption history to determine their monthly usage fee shall be assigned a "Winter Average" of ~~1819.68~~ - 15% discount = ~~15,316.73~~ units for single individually metered households.

D. Multi-Residential Rate Charges

(1) Defined as: Sewer service for master metered water service for multiple--residential households including for example; duplex, townhomes, apartments, and mobile homes.

(2) The monthly sewer bill for the complex is calculated by adding a ~~3/4"~~ 3/4 inch base fee (as described in 5.11.B (3)) times the number of units in the complex plus the usage fee (as described in 5.11.B (1) & (2) for the entire complex. (Note: There is no cap on consumption for the multi-residential customers.)

(3) New complexes that do not have a prior winter consumption history to determine their monthly usage fee shall be assigned a "Winter Average" of 8 units less a 15% discount to equal 6.8 units for each multiple-residential unit in a master metered residential complex.

E. Commercial Sewer Charges

- (1) ASU Determination: The charges for commercial sewer service shall be based on the rate of discharge and the strength of sewage. The Board of Directors may adjust the charges in proportion to the amount of water not entering the sewer which is substantiated by the property owner or discharger.
- (2) The strength of sewage is based on its biochemical oxygen demand (BOD) and the cost of removing suspended solids (SS).
- (3) The formula is derived by taking the total cost of providing sewer service and charging each user for a pro-rata share.
- (4) The State Revenue Program Guidelines require use of an "Assigned Service Unit Assignment Formula" which converts higher strength uses into a service unit value which is comparable to the use

impact of a single-family residential user or equivalent dwelling unit. The formula for determining an Assigned Service Unit (ASU) for a single-family dwelling is set forth in the annual budget, which is incorporated herein by reference.

- (5) The formula is based on an estimated daily flow of 250 gallons per day plus 280 milligrams per liter of BOD and 234 milligrams per liter of SS for a residential equivalent dwelling unit.
- (6) For commercial users the flow is based on 85% of their prior 12-month water consumption to reflect the amount of water that returns to the system. The strength of discharge for commercial user is based on whether it is classified as a low-strength, medium-strength or high-strength user.

User Classification

Low-Strength Commercial = 1.000 Strength Factor

Car wash
General office and buildings
Barber and beauty shops
Department, retail stores and general commercial
Hospitals and convalescent homes
Laundromat, laundry and dry cleaners
Professional office or office building
Warehouse
Other uses having a similar strength as determined by the District

Medium-Strength Commercial = 1.238 Strength Factor

Bars without dining facilities
Bowling alley
Hotels without dining facilities or cooking facilities
Auto repair/sales shop and service station
Shopping centers
Other uses having a similar strength as determined by the District

High-Strength Commercial = 2.203 Strength Factor

Bakery or bakery with deli
Hotel with dining facilities
Restaurants and bars with food
Supermarkets

Other uses having a similar strength as determined by the District

Institutional = 1.000 Strength Factor

Churches: Treated the same as Low-Strength Commercial.

Schools: For public schools flow is based on average daily attendance ("ADA") for the prior school year, including summer school, as reported by schools to meet state requirements. Private schools will be required to file a report verifying their attendance. For elementary schools 50 students shall equal 1 ASU. For junior high schools 40 students shall equal 1 ASU and for high schools 24 students equals 1 ASU. The formula for schools shall be the same as applies to single-family residential.

Colleges: For colleges, flow is based on the number of Certificated and Classified Staff, and students enrolled in each school session (Spring, Summer, and Fall):

$$\begin{aligned} \text{Gallons per day (GPD)} &= \text{no. of students and staff x} \\ &\quad \text{no. of weeks Spring} \\ &\quad \text{session)} \\ &+ \quad \text{(no. of students and staff} \\ &\quad \text{x no. of weeks Summer} \\ &\quad \text{session)} \\ &+ \quad \text{(no. of students and staff} \\ &\quad \text{x no. of weeks Fall} \\ &\quad \text{session)} \\ &+ \quad \text{(no. of staff x no. of non-} \\ &\quad \text{session weeks)} \\ &x \quad 23 \div 52 \end{aligned}$$

$$\begin{aligned} \text{ASU} &= \text{Daily Flow x Strength Factor} \\ &= [(\text{GPD} \times 85\%) \div 250] \times 1.000 \end{aligned}$$

The minimum charge for commercial shall be no lower than 1 ASU at low strength. Charges are determined each fiscal year. The formula is set forth in the annual budget, which is incorporated herein by reference.

F. Charges to Cover the State Loan Program for the Treatment Facility. A \$54 fee per ASU shall be

attached to the property tax bills to cover the annual payment on the \$5,000,000 state loan until such loan is paid in full.

—G. Monthly Service Charges for Commercial Sewer Service. The Monthly Sewer Service charges for service furnished by the District, shall be:

1. Commercial and Institutional (per ASU):

Commercial users shall be charged based upon the ASUs derived in Section 53.11E.(4) multiplied by the single-family average residential rate Section 53.11 B.(4).

2. Industrial and Other Users

Charges determined by the Board of Directors on a case-by-case basis.

Monthly sewer service charges shall commence upon installation of the water meter to serve the premises receiving the sewer service, upon connection to the District sewer system, upon start of occupancy of the premises to be served, or one year after the date the application for sewer service is filed, whichever is earlier. If a sewer service connection has been obtained and if sewer service will not be used until some time after installation of the water meter, commencement of the sewer service charge may be deferred until the later date only upon prior approval of the General Manager.

SECTION 53 FEEES, RATES, CHARGES AND CONDITIONS FOR SEWER SERVICE

53.01 CONDITIONS FOR ACQUISITION OF SEWER SERVICE CAPACITY

Sewer service capacity may be acquired only for service to a specific address, parcel of land, or a land development project covered by an approved map. An approved map shall mean a recorded final map, a recorded parcel map or a tentative subdivision map that has been approved by the County or by a City, as applicable.

53.02 SERVICE AREAS

A. Service Areas. Sewer service shall be furnished by the District only to property located in Improvement District No. 14 ("I.D. 14"), Improvement District No. 18 ("I.D. 18"), and Assessment District No. 4 ("A.D. 4"), and the Russell Square Sewer Service Area. Sewer service to property located outside such areas may be furnished only upon annexation to ID 18 and payment of all applicable annexation fees.

53.03 ACQUISITION OF SEWER CONNECTIONS FOR SERVICE IN I.D. 14, I.D. 18 AND A.D. 4

A. There shall be no connection capacity fee for sewer service to parcels already annexed into Improvement District No. 14, Improvement District No. 18 and Assessment District No. 4 on or after December 16, 1998.

53.04 ACQUISITION AND PURCHASE OF SEWER CAPACITY FOR SERVICE IN THE RUSSELL SQUARE SEWER SERVICE AREA

A. District Acceptance of Sewer Facilities for Russell Square Area. Under an Agreement with Cal Dorado Development, Inc., dated June 28, 1981, the District accepted title to a sewer pump station, force main and appurtenances for a sewage system to provide sewer service to the residential dwelling units to be constructed within the parcels of land in San Diego County Tentative Parcel Map 17150. Under an Agreement with Cal Dorado Development, Inc., dated June 18, 1981, the District agreed to provide service to such parcels on the terms and conditions contained therein. On October 1, 1984, pursuant to Resolution No. 2139, the District Board of Directors accepted title to the facilities.

B. Designation of Russell Square Sewer Area. The geographical area described on the District Map entitled "Russell Square Sewer Service Area," dated October 11, 1988, on file with the District Secretary, constitutes the Russell Square Sewer Service Area.

C. Connection Fees for Connections for Sewer Service through the Russell Square Sewer Pump Station.

1. Sewer Connection Fee

A connection fee of \$7,500 for each EDU of sewer service provided through Russell Square Pump Station shall be collected. The connection fee is due at the time an application for sewer service is submitted. The number of EDUs for the connection shall be as set forth in Section 53.09 of the Code. Since the Russell Square Pump Station and force main were constructed by the developer or his assignee, at their expense, for the purpose of providing service to the parcels within Tentative Parcel Map 17150, the connection fee shall not apply to connections for sewer service to the parcels within said map. Such exempt parcels are currently identified as Assessor Parcel Nos. 497-011-41, 497-011-42, 497-011-44, 497-011-46 and 497-011-47.

2. A monthly sewer service charge of \$200 to cover normal operational costs of the Russell Square Pump Station and force mains shall be collected. This charge shall be reviewed by the Board of Directors from time to time to assure that such charges cover the costs for operation of the sewer facilities.
3. The proceeds of the fees and charges received by the District under 1 and 2 above shall be used by the District solely for maintenance, replacement or repair under C.1. above and for the operation of the facilities under C.2. above.
4. In addition the customer for such service shall pay the monthly service charge for sewer service set forth in Section 53.11.

53.05 CHARGES FOR INSTALLATION OF SEWER LATERALS. Upon application for construction of one or more sewer laterals, the customer shall deposit with the District the estimated costs to be incurred by the District in connection with the installation of the facilities required, as determined by the District. Upon completion of the work, the District shall calculate the actual costs incurred by the District in performing the work. If actual costs are less than the amount deposited, the District shall refund the balance of the deposit to the customer. If actual costs exceed the amount

deposited, the customer shall reimburse the District for the additional costs.

53.06 PAYMENT OF FEES. All fees prescribed in the Code shall become owing, due and payable at the time application is made to connect a premise to the sewer system of the District. The fees shall be paid to the District prior to the issuance of any permit authorizing the connection of such premise to the District sewer system. If the proposed connection cannot be made, the fee may be refunded when approved by the General Manager.

53.07 SEWER SERVICE USE CHANGES RESULTING IN INCREASED SYSTEM UTILIZATION. The use of a sewer connection shall be limited to the type and number of EDUs authorized by the original wastewater discharge permit. Before adding any additional equivalent dwelling units, buildings, modifying existing buildings, or change of occupancy type, the property owner shall make a supplementary wastewater permit application to the District for such change in use and pay additional sewer annexation fees per EDU, if necessary, as may be applicable. Periodic inspection of the premises may be made by the District and if actual use is greater than estimated use, an assessment for additional annexation fees shall be assessed in accordance with the fee schedule in the then current Code of Ordinances.

53.08. Wastewater Discharge Permit Issuance and Limitation.

1. A wastewater discharge permit shall be required for any property for which a request is made to discharge into the District sewage system.
2. Every wastewater discharge permit shall expire by limitations and shall become null and void, if the construction or work authorized by such permit is not commenced within 120 days from date of issuance of such wastewater discharge permit or if the construction or work authorized by such wastewater discharge permit is suspended or abandoned for a period of 120 days at any time after the work is commenced.
3. Before such work can be recommenced, a new wastewater discharge permit application must be filed with the District. The District may reactivate the previous wastewater discharge permit provided that wastewater quantity and type is the same as the wastewater discharge allowed under the original permit, and provided further that such suspension and abandonment has not exceeded one year. Fees paid for the previous wastewater discharge permit may be credited toward the total permit fees required on the new permit application. Reactivation of the

previous wastewater discharge permit shall be subject to District sewer capacity being available at the time of new application and subject to any additional costs or charges imposed during the period of such suspension or abandonment.

53.09. Basis for Determination of EDUs.

1. The number of EDUs for sewer service shall be determined on the following basis:

a)	<u>Residential Facilities</u>	EDUs
1)	Single-Family Residence (Includes manufactured homes, and mobile homes which are on private lots A secondary structure with a kitchen is considered an additional EDU	1.0
2)	Apartments and Multiple Family Housing Each individual living unit	1.0
3)	Residential condominiums Each individual living unit	1.0
4)	Mobile Home and Trailer Parks Per each individual space	1.0
b)	<u>Commercial/Industrial Facilities</u>	
1)	<u>Food Service Establishments</u>	
a)	Take-out restaurants with disposable utensils, no dishwasher and no public restrooms	3.0
b)	Miscellaneous food establishments - ice cream/yogurt shops, bakeries (sales on premise only)	3.0
c)	1) Take-out/eat-in restaurants with disposable utensils, but with seating and public restrooms	3.0
	2) Restaurants with reusable utensils, seating and public restrooms (0-18 seats)	3.0

	Each additional 6 seat unit, or portion thereof	1.0
2)	<u>Hotels and Motels</u>	
	a) Per living unit without kitchen	0.38
	b) Per living unit with kitchen	0.60
3)	<u>Commercial, Professional, Industrial Buildings, Establishments not specifi- cally listed herein</u>	
	a) Any office, store or industrial condominium or establishments. first 1,000 sq. ft.	1.2
	Each additional 1,000 sq. ft. or portion thereof	0.7
	b) Where occupancy type or usage is unknown at the time of application for service, the following EDUs shall apply. This shall include, but not be limited to, shopping centers, industrial parks and profes- sional office buildings.	
	First 1,000 sq. ft. of gross build- ing floor area	1.2
	Each additional 1,000 square feet of gross building floor area. Por- tions less than 1,000 sq. ft. will be prorated.	0.7
4)	Self-service laundry per washer	1.0
5)	Churches, theaters and auditoriums per each 150 person seating capacity, or any fraction thereof. (Does not include office spaces, schoolrooms, day-care facilities, food preparation areas, etc. Additional EDUs will be assigned for these supplementary uses.)	1.5

6) Schools

- a. Elementary Schools - For each 50 pupils or fraction thereof 1.0
- b. Junior High Schools - For each 40 pupils or fraction thereof 1.0
- c. High Schools, Colleges and Universities - For each 24 pupils or fraction thereof 1.0

Additional EDUs will be prorated based on above values.

The number of pupils shall be based on the average daily attendance of pupils at the school during the preceding fiscal year, computed in accordance with the education code of the State of California. However, where the school has had no attendance during the preceding fiscal year, the General Manager shall estimate the average daily attendance for the fiscal year for which the fee is to be paid and compute the fee based on such estimate.

7) Convalescent Homes

- a) Skilled nursing care facilities, psychological hospitals, convalescent hospitals; licensed by the Department of Health. 0.7/bed
- b) Community Care Facilities with 16 or more beds licensed by the State Department of Health. 0.5/bed
- c) Small Community Care Facilities with 7 to 15 beds licensed by the County Department of Social Services 0.5/bed
- d) Community Care Homes with six or fewer total residents, including

resident staff and housekeepers
(to be the same EDU as a single-
family residence).

1.0

8) Other

In the case of commercial, industrial and other business establishments such as bottling works, supermarkets, markets, deli/markets, convenience stores, hospitals, laundries (other than self-service laundries), automobile service stations, mortuaries, day-care centers, bars, pool halls, and other establishments not included in items 1) through 7) inclusive, or when the EDUs specified in items 1) through 7) are not representative of actual flow due to the number of employees or type of operation, the number of equivalent dwelling units shall be determined in each case by the General Manager and shall be based upon the estimated volume and type of wastewater discharge into the sewer.

53.10 TRANSFER, ASSIGNMENT, OR RESALE OF SEWER CONNECTION RIGHTS

EDU sewer connection rights obtained by a customer may not be sold, transferred, or assigned separately from ownership of the real property for which they were obtained, unless otherwise stated in an agreement with the District.

53.11 SEWER SERVICE RATES AND CHARGES

- A. Set-up Fees for Accounts. A set-up fee of \$10.00 shall be charged for each account transferred to another customer.
- B. Residential Sewer Charges
 - (1) Winter Average Determination. Sewer service usage fee shall be based on the "Winter Average" water consumption, measured in units of hundred cubic feet (HCF). For Otay water customers, the winter period is December through March, and for Helix water customers, the winter period is January through April.

The winter average for Otay is calculated by adding the four months of the preceeding winter together and dividing by four. The winter average for Helix is calculated by adding the two billing periods of the four months together and dividing by four. For both Otay and Helix water customers, this average is then reduced by a 15% usage discount, recognizing that not all water used flows into the sewer system, to determine the "Winter Average" for billing purposes.

- (2) Usage Fee. The usage fee rate of \$1.47 is multiplied by the "Winter Average" calculation for each customer (after the above noted 15% discount) and the resulting amount is added to the Fixed Service Charge applicable to the size of meter. The resulting fixed fee shall be charged on a monthly basis for an entire calendar year, until a new "Winter Average" is determined for the following year.
- (3) Base Fee. The monthly base fee is \$10.20 for a 5/8 or 3/4 inch water meter and \$14.90 for a 1 inch or greater water meter.
- (4) The average residential sewer charge shall be calculated by calculating the total usage fee for all residential customers and dividing by the number of residential customers. Then the monthly base fee for 3/4 inch meter is added to this average fee and this shall be used to determine the rate per ASU to be used for commercial customers. Effective January 1, 2009, the average residential sewer charge is \$34.79 per ASU.

C. Single Residential Winter Averaging

- (1) Defined as: Sewer service for individually metered residential households.
- (2) The monthly sewer bill is calculated by adding the base fee plus the usage fee as described in 5.11.B.(1), (2), & (3) above.
- (3) The maximum "Winter Average" for individually metered residential customers is (after the 15% discount) as follows:
 - i. January through December 2008 -
18 units
 - ii. January through December 2009 -
22 units

iii. After December 31, 2009 - 30 units

- (4) New Customers. New Customers that do not have a prior winter consumption history to determine their monthly usage fee shall be assigned a "Winter Average" of 19.68 - 15% discount = 16.73 units for single individually metered households.

D. Multi-Residential Rate Charges

(1) Defined as: Sewer service for master metered water service for multiple-residential households including for example; duplex, townhomes, apartments, and mobile homes.

(2) The monthly sewer bill for the complex is calculated by adding a 3/4 inch base fee (as described in 5.11.B (3)) times the number of units in the complex plus the usage fee (as described in 5.11.B (1) & (2) for the entire complex. (Note: There is no cap on consumption for the multi-residential customers.)

(3) New complexes that do not have a prior winter consumption history to determine their monthly usage fee shall be assigned a "Winter Average" of 8 units less a 15% discount to equal 6.8 units for each multiple-residential unit in a master metered residential complex.

E. Commercial Sewer Charges

- (1) ASU Determination: The charges for commercial sewer service shall be based on the rate of discharge and the strength of sewage. The Board of Directors may adjust the charges in proportion to the amount of water not entering the sewer which is substantiated by the property owner or discharger.
- (2) The strength of sewage is based on its biochemical oxygen demand (BOD) and the cost of removing suspended solids (SS).
- (3) The formula is derived by taking the total cost of providing sewer service and charging each user for a pro-rata share.
- (4) The State Revenue Program Guidelines require use of an "Assigned Service Unit Assignment Formula" which converts higher strength uses into a service unit value which is comparable to the use

impact of a single-family residential user or equivalent dwelling unit. The formula for determining an Assigned Service Unit (ASU) for a single-family dwelling is set forth in the annual budget, which is incorporated herein by reference.

- (5) The formula is based on an estimated daily flow of 250 gallons per day plus 280 milligrams per liter of BOD and 234 milligrams per liter of SS for a residential equivalent dwelling unit.
- (6) For commercial users the flow is based on 85% of their prior 12-month water consumption to reflect the amount of water that returns to the system. The strength of discharge for commercial user is based on whether it is classified as a low-strength, medium-strength or high-strength user.

User Classification

Low-Strength Commercial = 1.000 Strength Factor

Car wash
General office and buildings
Barber and beauty shops
Department, retail stores and general commercial
Hospitals and convalescent homes
Laundromat, laundry and dry cleaners
Professional office or office building
Warehouse
Other uses having a similar strength as determined by the District

Medium-Strength Commercial = 1.238 Strength Factor

Bars without dining facilities
Bowling alley
Hotels without dining facilities or cooking facilities
Auto repair/sales shop and service station
Shopping centers
Other uses having a similar strength as determined by the District

High-Strength Commercial = 2.203 Strength Factor

Bakery or bakery with deli
Hotel with dining facilities
Restaurants and bars with food
Supermarkets

Other uses having a similar strength as determined by the District

Institutional = 1.000 Strength Factor

Churches: Treated the same as Low-Strength Commercial.

Schools: For public schools flow is based on average daily attendance ("ADA") for the prior school year, including summer school, as reported by schools to meet state requirements. Private schools will be required to file a report verifying their attendance. For elementary schools 50 students shall equal 1 ASU. For junior high schools 40 students shall equal 1 ASU and for high schools 24 students equals 1 ASU. The formula for schools shall be the same as applies to single-family residential.

Colleges: For colleges, flow is based on the number of Certificated and Classified Staff, and students enrolled in each school session (Spring, Summer, and Fall):

$$\begin{aligned} \text{Gallons per day (GPD)} &= \text{no. of students and staff} \times \\ &\quad \text{no. of weeks Spring} \\ &\quad \text{session)} \\ &+ \quad \text{(no. of students and staff} \\ &\quad \text{x no. of weeks Summer} \\ &\quad \text{session)} \\ &+ \quad \text{(no. of students and staff} \\ &\quad \text{x no. of weeks Fall} \\ &\quad \text{session)} \\ &+ \quad \text{(no. of staff x no. of non-} \\ &\quad \text{session weeks)} \\ &\times \quad 23 \div 52 \end{aligned}$$

$$\begin{aligned} \text{ASU} &= \text{Daily Flow} \times \text{Strength Factor} \\ &= [(\text{GPD} \times 85\%) \div 250] \times 1.000 \end{aligned}$$

The minimum charge for commercial shall be no lower than 1 ASU at low strength. Charges are determined each fiscal year. The formula is set forth in the annual budget, which is incorporated herein by reference.

F. Charges to Cover the State Loan Program for the Treatment Facility. A \$54 fee per ASU shall be attached to the property tax bills to cover the annual payment on the \$5,000,000 state loan until such loan is paid in full.

G. Monthly Service Charges for Commercial Sewer Service. The Monthly Sewer Service charges for service furnished by the District, shall be:

1. Commercial and Institutional (per ASU):

Commercial users shall be charged based upon the ASUs derived in Section 53.11E.(4) multiplied by the single-family average residential rate Section 53.11 B.(4).

2. Industrial and Other Users

Charges determined by the Board of Directors on a case-by-case basis.

Monthly sewer service charges shall commence upon installation of the water meter to serve the premises receiving the sewer service, upon connection to the District sewer system, upon start of occupancy of the premises to be served, or one year after the date the application for sewer service is filed, whichever is earlier. If a sewer service connection has been obtained and if sewer service will not be used until some time after installation of the water meter, commencement of the sewer service charge may be deferred until the later date only upon prior approval of the General Manager.

Div 1

November 13, 2008

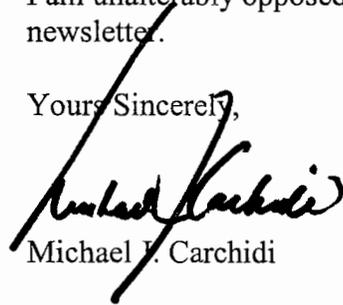
Michael J. Carchidi
2064 Waterbury
Chula Vista, CA 91913-2312

Board Secretary
Otay Water District
2554 Sweetwater Springs Blvd.
Spring Valley, CA 91978

Board Secretary:

I am unalterably opposed to the proposed new water rates structure as outlined in your recent newsletter.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Carchidi", written over a diagonal line that extends from the "Yours Sincerely," text.

Michael J. Carchidi

Secretary of the Board
Hay Water District

Div 2 William B. Yancey &
acct 200-1252-01
user 09-68 to present

Objection to Water Bill Increase

As a 40 year customer, with a prompt payment record with you I object at this time in our economy to any type of raise in water usage, fees, etc. We are struggling to keep our heads above water. In 84 yrs old my wife 81½ and both in very bad health. She just had a stroke (Edna) I with pneumonia, and were hospitalized for 10 days as my wife had a heart attack & had (3) stents inserted in her left ventricle. Please show some compassion for all of us who are struggling at this time maybe after the spring the economy will pick up & inflation will subside. Thank you for your consideration.

William Bailey Yancey &
305 Spruce Street
Ocala Vista Ca 91911
619-420-8253

4/1/88

Div 3

November 12, 2008

Lupe R. Gonzales
1037 Buena Vista Way
Chula Vista, CA 91910-7132

Otay Water District
2554 Sweetwater Springs Road
Spring Valley, CA 91978

Attention.: Board Secretary

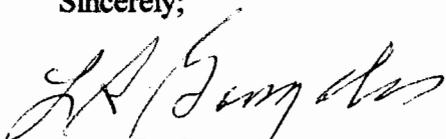
Dear Gentle Person:

I am not in consensus with the proposed increase of services presently being considered.
Are property owners expected to pay for services they do not use, such as recycled water? Are the proposed increases equable?

Every thing continues to increase, except my retirement income.

Thank you for allowing the mailing of my protest, hopefully it will be read, and considered.

Sincerely;



Lupe R. Gonzales



STAFF REPORT

TYPE MEETING:	Regular Board	BOARD MEETING DATE:	December 15, 2008
SUBMITTED BY:	Gary Stalker, System Operations Manager	W.O./G.F. NO:	DIV. NO. 5
APPROVED BY: (Chief)	Pedro Porras, Chief of Water Operation		
APPROVED BY: (Asst. GM):	Manny Magaña, Assistant General Manager, Engineering and Water Operations <i>M. Magaña</i>		
SUBJECT:	Award of Contract for Reservoir Floating Cover Maintenance		

GENERAL MANAGER'S RECOMMENDATION:

That the Board award a contract to Layfield Environmental Systems Corporation for the maintenance of the floating covers on four potable and two recycled reservoirs. The contract will be for one year, with four one-year options for renewal at the District's discretion.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To meet requirements by the California Department of Public Health (CDPH) for periodic maintenance of floating covers, per the American Water Works Association (AWWA) guidelines.

ANALYSIS:

The CDPH is requiring agencies that have potable water reservoirs with floating covers to maintain the covers according to "AWWA's California/Nevada Section Reservoir Floating Cover Guidelines." The maintenance involves cleaning the entire cover, repairing holes and tears, adjusting tensioning devices, and maintaining the rainwater removal system. The District has

four potable reservoirs with floating covers that need to be maintained twice a year. The District also has two recycled reservoirs with floating covers that will be included in the contract to be maintained once a year. The recycled reservoir cover maintenance is not required by CDPH, but will be done as a "Best Management Practice" to extend the useful life of the covers.

Description of Reservoirs

Reservoir Name	Type	Reservoir Surface Area*	Capacity (MG)
571-1 (Roll Res.)	Potable	195,000	36.7
711-3	Potable	157,000	16.0
624-1 (Patzig Res.)	Potable	110,000	12.0
870-1 (Upper Res.)	Potable	97,000	10.9
927-1	Recycled	163,000	16.3
944-1	Recycled	102,000	12.0

*In square feet, approximate area at high-water level

The request for proposals on the contract was advertised on the District website and sent to four prospective bidders on October 14, 2008. Three proposals were received. The proposals were opened, non-publicly, on October 30, 2008 with the following results:

Contractor	Amount
Layfield Environmental Systems Corp., El Cajon, CA	\$119,138
Environmental Fabrics, Inc., Orange, CA	\$143,000
Waters Edge Technologies, Inc., Spring Valley, CA	\$165,000

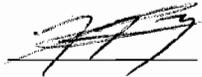
The evaluation process included reviewing all proposals for conformance to the contract documents and a detailed review of related work experience.

All references for Layfield Environmental Systems Corporation (Layfield) were checked and the reports were positive. Layfield has recently performed cover cleaning and maintenance for the City of Carlsbad, the City of Poway, Castaic Lake Water Agency, Pittsburgh Water Authority, and Southern California Edison. The references from all five agencies said they would recommend Layfield and all said they would rehire them. Three agencies have used Layfield repeatedly. Layfield is described as a

reliable, responsible, and accommodating company. Layfield is an industry leader in the design, installation, and maintenance of reservoir floating covers.

Staff is recommending the award of this maintenance contract to Layfield Environmental Systems Corporation in the amount not to exceed \$119,138 for one year. The contract will be for one year, with four one-year options for renewal at the District's discretion. The maximum price for the four option years would be based on the San Diego Consumer Price Index for the previous year.

FISCAL IMPACT:



Staff has budgeted \$210,000 in fiscal year 2009 for this contract to cover all work related to this maintenance.

STRATEGIC GOAL:

This contract supports the Strategic Goal to "Minimize the District's total life cycle asset costs" by maximizing the useful life of the reservoir floating covers.

LEGAL IMPACT:

None



General Manager

Attachment A: Committee Action Form



ATTACHMENT A

SUBJECT/PROJECT:	Award of Contract for Reservoir Floating Cover Maintenance
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COMMITTEE ACTION:

This item was reviewed by the Engineering and Water Operations Committee at a meeting held on November 20, 2008. The following comments were made:

- The California Department of Public Health (CDPH) requires that potable reservoir floating covers be maintained and cleaned twice yearly. The District has four (4) potable and two (2) recycled floating covers. The maintenance of the recycled covers are not a requirement of CDPH, but will be done as a "Best Management Practice" to extend the useful life of the covers.
- The maintenance involves cleaning the entire cover, repairing holes and tears, adjusting tensioning devices, and maintaining the rainwater removal system.
- Staff is proposing that the District retain an outside firm to handle the maintenance of the reservoir covers as the cleaning of one cover takes four (4) persons one week to complete. It is a task that would be better handled through outsourcing.
- The request for proposals was sent to four (4) prospective bidders on October 14, 2008. Three (3) proposals were received. Staff is recommending that the contract be awarded to the lowest bidder, Layfield Environmental Systems Corp. (Layfield) located in El Cajon in the amount not to exceed \$119,138. Layfield's bid came in approximately \$45,000 less than last year's lowest bidder.
- Layfield's references have checked out and they have performed cover cleaning and maintenance for the City of Carlsbad, the City of Poway, Castaic Lake Water Agency, etc.
- The cost of the four one-year options for renewal will be limited to the San Diego Consumer Price Index (CPI) for the

previous year. Staff does not expect a change in the amount over the next couple of years.

- It was discussed that the maintenance of the potable floating reservoir covers is something the CDPH had noted when they audited the District's system. This contract will respond to their audit finding.
- It was discussed that included within the Water Operations Budget of \$210,000 for this project is \$40,000 to cover additional repairs if needed that is outside the scope of the maintenance contract with Layfield.
- It was discussed that the Board would be apprised of any additional repairs outside of the contract when the additional repairs exceeds the General Manager's spending authority of \$50,000.

Following the discussion, the committee supported staffs' recommendation and presentation to the full board on the consent calendar.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	Daniel Kay <i>DK</i> Associate Civil Engineer	PROJECT/	P2143- DIV. 5
		SUBPROJECT:	001103 NO.
	Ron Grunow <i>RG</i> Sr. Civil Engineer		
	Ron Ripperger <i>RR</i> Engineering Manager		
APPROVED BY:	Rod Posada <i>RP</i> (Chief) Chief, Engineering		
APPROVED BY:	Manny Magaña <i>M Magaña</i> (Asst. GM): Assistant General Manager, Engineering and Operations		
SUBJECT:	Award of a Construction Contract to Natgun Corporation for the 1296-3 Reservoir - 2.0 MG Project		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board awards a construction contract to Natgun Corporation (Natgun) in the amount of \$2,373,220 for the 1296-3 Reservoir - 2.0 MG Project (see Exhibit A for project location).

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To obtain Board approval authorizing the General Manager to enter into a construction agreement with Natgun in an amount not to exceed \$2,373,220 for the 1296-3 Reservoir Project.

ANALYSIS:

This project consists of constructing a new 2.0 million gallon reservoir adjacent to the two existing 1296 reservoirs located at the end of Bear Mountain Way in Jamul.

According to the 2002 Water Resources Master Plan (WRMP) and the latest information provided by PBS&J, the consultant who is preparing the 2009 WRMP update, the 1296 pressure zone will require 3.03 MG of additional storage to meet the ultimate demand of 6.06 MG. Based on the existing demands, the existing storage of 3.03 MG is deficient by 1.00 MG. The 1296-3 Reservoir will add 2.0 MG of storage to the 1296 service area, resulting in a total storage of 5.03 MG. Ultimately, a 10 MG 1296-4 reservoir will be constructed to make up any deficiencies in the 1296 zone at that time, and provide emergency storage for water supplied from the central area system.

The design of the reservoir included two options, Welded Steel or Type III Concrete. A Type III concrete reservoir is a wire or strand-wound circular prestressed concrete tank. The District has traditionally built welded steel above ground reservoirs of this comparable size, however, due to the high cost of re-coating steel reservoirs, staff reviewed the option of designing a concrete reservoir. Although the initial construction costs of building a concrete reservoir were more expensive, the life cycle cost was much lower than a welded steel reservoir, therefore, staff decided to include the design of each option in the contract documents for bidding purposes.

The scope of work for the project includes a new access road providing easier access for large vehicles, a new 20-inch inlet pipeline and 16-inch outlet pipeline, extensive grading, relocation of a homeowner's water service, acquisition of access easements and temporary construction easements, reservoir appurtenances, and replacement of pavement on Bear Mountain Way.

In order to create a self-sustaining and more environmentally friendly project, a solar power generating system was added to this project. The solar system includes a 75 square-foot photovoltaic panel for generating power, which is tied to the SDG&E power grid. When the demand for power at the site is low, the site has the capability of being self-sufficient.

Staff coordinated with the Jamul-Dulzura Community Planning Group and surrounding homeowners during the planning and design phases of the project to educate the local community on the need for this reservoir. In addition, District staff updated the community groups on the timeframe and activities for construction. Since Bear Mountain Way and Pioneer Way will be disrupted during construction with the hauling of material, staff will notify residents in the area, prior to construction, of the project schedule. Staff will also be available to answer any questions residents may have during the construction period.

According to the Mitigated Negative Declaration adopted by the Board in August of 2008, the construction schedule for this project must

begin before February 15, 2009. This date is the beginning of the breeding season for the California gnatcatcher and the area impacted by this project contains Diegan Coastal Sage Scrub (CSS) which is the gnatcatcher's critical habitat. The mitigation measures for the impacts to CSS include offsite preservation at a ratio of 2:1. The CSS will be preserved in the District's Habit Management Area (HMA).

The design for this project was performed by in-house staff, with support from outside consultants for specialty design disciplines. Southern California Soils & Testing performed geotechnical services, Schiff Associates provided the cathodic protection design, and Engineering Partners Incorporated performed the electrical design.

The project was advertised for bid on the District's website and several other publications including the Union Tribune and San Diego Daily Transcript.

A non-mandatory Pre-Bid Meeting was held on October 14, 2008. A presentation was given by District staff to explain the project and discuss any questions or concerns from the contractors. There were twenty-three (23) contractors that attended the meeting and meeting minutes were published.

Subsequently, three (3) addenda were sent out to all bidders and planhouses to address questions and clarifications to the contract documents during the bidding period. Bids were publicly opened on November 4, 2008 with the following results:

<u>CONTRACTOR</u>	<u>TOTAL ADJUSTED BASE BID AMOUNT</u>	<u>BASE BID AMOUNT</u>	<u>CORRECTED BASE BID AMOUNT</u>
1. Natgun Corporation	\$2,532,720.00	\$2,373,220.00	-
2. Cass Construction	\$2,855,450.00	\$2,695,950.00	-
3. Pacific Hydrotech	\$3,126,500.00	\$2,967,200.00	\$2,967,000
4. LT Engineering	\$3,257,000.00	\$3,117,500.00	\$3,097,500
5. LB Civil Construction	\$3,494,500.00	\$3,335,000.00	-
6. Pacific Coast Infrastructure	\$3,552,337.62	\$3,392,837.62	-
7. TC Construction	\$3,558,500.00	\$3,399,000.00	-

The Engineer's Estimate was \$2,945,000.

Bids were evaluated on the base bid plus the life cycle cost for a welded steel reservoir or a Type III concrete reservoir as shown in the Total Adjusted Base Bid Amount Column. All seven bids were for the construction of a Type III concrete reservoir. The Base Bid Amount Column subtracts the life cycle cost of \$159,500 from the Total Adjusted Base Bid Amount, which is the contract value. The evaluation process included reviewing all bids submitted for conformance to the contract documents. The lowest bidder, Natgun,

submitted a responsible bid and holds a Class A Contractors license which expires on September 30, 2009. References were checked and Natgun was found to be a highly rated company. Staff also verified that it can comply with the bonding requirements for this project.

FISCAL IMPACT:



The total budget for CIP P2143, as approved in the FY 2009 budget, is \$3,640,000. Total expenditures plus outstanding commitments and forecast are \$3,384,176. Based on a review of the financial budget, the Project Manager has determined that the budget is sufficient to support the project. See Attachment B for budget detail.

Finance has determined that 100% of the funding is available from the Expansion Fund.

STRATEGIC GOAL:

This project supports the District's Mission Statement, "To provide safe, reliable water, recycled water and wastewater services to our community in an innovative, cost efficient water wise and environmentally responsible manner," as well as the General Manager's vision, "...prepared for the future..." by guaranteeing the District will always be able to meet future water supply obligations and plan, design, and construct new facilities.

LEGAL IMPACT:

None.



General Manager

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DK/RG/RR/RP:jf

Attachments: Attachment A
Attachment B
Exhibit A



ATTACHMENT A

SUBJECT/PROJECT: P2143-001103	Award of a Construction Contract to Natgun Corporation for the 1296-3 Reservoir - 2.0 MG Project
---	--

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on November 20, 2008. The following comments were made:

- Staff is requesting the award of a construction contract to Natgun Corporation (Natgun) in the amount of \$2,373,220 for the 1296-3 Reservoir - 2.0 MG Project.
- This project is located in Jamul at the end of Bear Mountain Way. The new 2 MG reservoir will be constructed next to two existing reservoirs and will increase the storage capacity at the 1296 site to 5 MG.
- The project will require the relocation of an existing cellular antennae, a new access road for large vehicle access, new 20-inch inlet pipeline and 16-inch outlet pipeline, the relocation of a homeowner's water service, etc.
- It was noted that the project was presented to the Jamul-Dulzura Community Planning Group and the surrounding homeowners during the planning and design phases of the project.
- The project was advertised for bid on October 1 on the District's website and several publications including the Union-Tribune. A prebid meeting was held on October 14 which was attended by 23 contractors and seven (7) bids were received. The bids were publicly opened on November 4. Staff is recommending that the construction contract be awarded to Natgun.
- It was noted that all seven bids were for the construction of a Type III concrete reservoir and Natgun was noted on one bid and DYK was noted on two bids as subcontractors.

- It was indicated that staff had tried to compare steel tanks versus concrete to make an apple to apple comparison. It was found that, though the cost is higher to build a Type III concrete reservoir tank, the maintenance cost over the life of a concrete tank is much lower than a steel tank.
- It was dicussed that Natgun has been interested in entering the San Diego market for some time. It is believed that their low bid was to assure that they would win the bid so they could enter the San Diego market. Their bid will provide a \$300,000 savings to the District on this project.
- Natgun is located in Texas and staff had visited tanks they had built. Staff had a consultant review the Type III design for seismic performance and the conclusion was that the Type III would perform appropriately in a seismic event.
- It was discussed that monies to build this project will be funded by the expansion fund. It was indicated that new projects are generally funded from the expansion, betterment or replacement fund and this information is generally noted in the staff report within the fiscal impact section.

Following the discussion, the committee supported staffs' recommendation and presentation to the full board on the consent calendar.



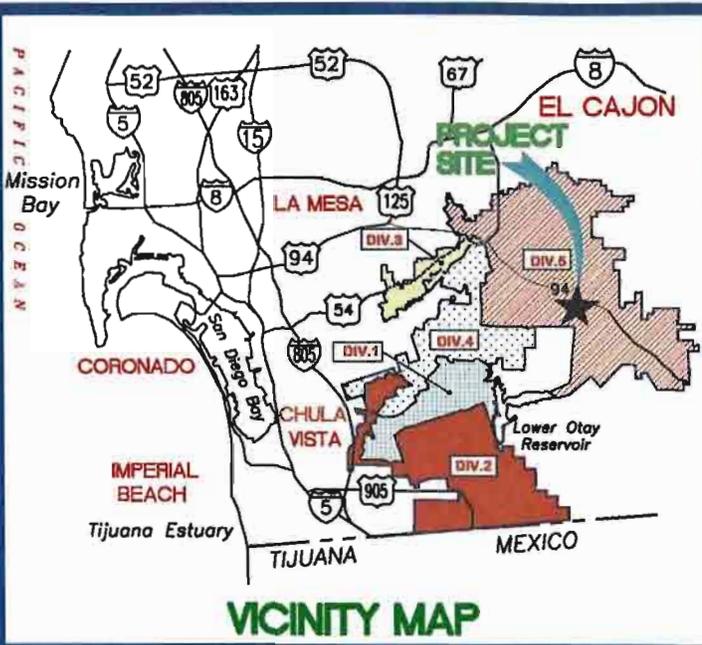
ATTACHMENT B

Otay Water District
P2143 - 1296-3 Reservoir

Date Updated: Oct. 17, 2008

Budget \$3,640,000	Committed	Expenditures	Outstanding Commitment & Forecast	Projected Final Cost	Vendor / Comments
Planning					
In House/Labor	138,688.53	138,688.53		138,688.53	
Consultant Contracts	125,000.00	89,075.79	35,924.21	125,000.00	BRG CONSULTING INC
Professional & Legal Fees	330.00	330.00	-	330.00	BURKE, WILLIAMS & SORENSEN LLP
Regulatory Agency Fee	1,926.75	1,926.75	-	1,926.75	COUNTY OF SAN DIEGO
Mileage Reimbursement	22.22	22.22	-	22.22	PETTY CASH CUSTODIAN
Land/Easement Acquisition			-	-	
Total Planning	\$ 265,968	\$ 230,043	\$ 35,924	\$ 265,968	
Design					
In House/Labor	337,540	337,540		337,540	
Consultant Contracts	2,450	2,450	-	2,450	SOUTHLAND TITLE
	2,098	2,098	-	2,098	SIMON WONG ENGINEERING
	9,600	9,600	-	9,600	SWINERTON MANAGEMENT
	22,295		22,295	22,295	ENGINEERING PARTNERS INC.
Service Contracts	10,229	10,229	-	10,229	SOUTHERN CALIFORNIA SOIL
Printing	234	234	-	234	I.M.P.A.C. GOVERNMENT SERVICE
Mileage Reimbursement	19	19	-	19	PETTY CASH CUSTODIAN
Parking & Tolls	47	47	-	47	PETTY CASH CUSTODIAN
Business Meetings	132	132	-	132	PETTY CASH CUSTODIAN
Advertise and Award	391	391	-	391	SAN DIEGO DAILY TRANSCRIPTS
Service Contracts	12,395		12,395	12,395	ProWest Appraisals
	237	237	-	237	UNION TRIBUNE PUBLISHING CO
Total Design	\$ 397,666	\$ 362,977	\$ 34,690	\$ 397,667	
Construction					
In House/Labor	100,000	5,155	94,845	100,000	
Construction Contracts	2,373,220		2,373,220	2,373,220	Natgun Corporation
Contingency (10%)	237,322		237,322	237,322	
Accpt/close-out	10,000		10,000	10,000	
Total Construction	\$ 2,720,542	\$ 5,155	\$ 2,715,387	\$ 2,720,542	
Grand Total	\$ 3,384,176	\$ 598,175	\$ 2,786,001	\$ 3,384,176	

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**OTAY WATER DISTRICT
1296-3 RESERVOIR
LOCATION MAP**

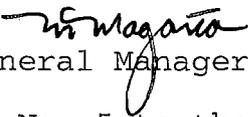
CIP P2143

EXHIBIT A

AGENDA ITEM 8c



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	H. Damon Braden  Senior Civil Engineer	PROJECT/ SUBPROJECT:	P2185-003103 DIV.NO. 5
	Ron Ripperger  Engineering Manager		
APPROVED BY: (Chief)	Rod Posada  Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña  Assistant General Manager, Engineering and Operations		
SUBJECT:	Change Order No. 5 to the Agreement with Pacific Hydrotech Corporation for Construction of the 640-1 and 640-2 Reservoirs Project		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board approves Change Order No. 5 to the existing contract with Pacific Hydrotech Corporation (Pacific Hydrotech) for construction of the 640-1 and 640-2 Reservoirs Project in the amount of <\$432,652.84> (see Exhibit A for project location).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board authorization for the General Manager to execute Change Order No. 5 (see Exhibit B) for <\$432,652.84> to the contract with Pacific Hydrotech for the construction of the 640-1 and 640-2 Reservoirs Project.

ANALYSIS:

At the December 6, 2006 Board Meeting, Pacific Hydrotech was awarded the construction agreement for the 640-1 and 640-2 Reservoirs Project. The project construction began in January 2007 and is now complete.

Change Order No. 5 is the Reconciliation Change Order designed for the final contract amount to be consistent with the final invoice for the project. Change Order No. 5 reconciles all outstanding issues associated with the project. It consists of eleven items. In the case of deductive changes, the unused portions of line items or allowances are credited. A summary of each item follows:

ITEM	DESCRIPTION	AMOUNT
1	RFP 005: Disinfection Changes for O&M ease.	\$0
2	RFP 007: Change 36" (FCF14) connection point.	\$57,168.79
3	RFP 008: Addition of 20" valves for flexibility.	\$63,212.93
4	RFP 009: Change to tank roofing material.	<\$95,503.00>
5	RFP 010: Piping modifications for 520 zone.	\$95,524.39
6	RFP 011: Grading and Paving changes.	\$100,218.98
7	RFP 012: AT&T Relocation at vaults 5 & 6.	\$48,374.13
8	RFP 013: Various site modifications.	\$33,350.94
9	Bid Item 11 Credit	<\$40,000>
10	Bid Item 14 Credit	<\$650,000>
11	Bid Item 16 Credit	<\$45,000>
TOTAL		<\$432,652.84>

The project's construction management team, RBF Consulting (RBF), reviewed the costs submitted by Pacific Hydrotech for all items listed above and found that the prices were reasonable for the scopes of work involved. Based on the above analysis Staff recommends approving Change Order No. 5 for a net decrease in the contract in the amount of <\$432,652.84>.

FISCAL IMPACT:



The approved total budget for CIP P2185 is \$28,500,000. Expenditures to date are \$27,174,111. Total commitments to date, including this Change Order, are approximately \$28,049,176. This change order reduces the contract amount by <\$432,652.84>. The Change Order Log in Exhibit B provides a history of approved change orders to date. See Attachment B for budget details.

As determined by Finance, funding for this project is available from the Expansion Fund (53%) and the Betterment Fund (47%).

STRATEGIC GOAL:

This project supports the District's Mission statement, "To provide the best quality of water and wastewater services to the customers of Otay Water District, in a professional, effective, efficient, and sensitive manner..." This project fulfills the District's Strategic Goals No. 1 - Community and Governance, and No. 5 - Potable Water, by maintaining proactive and productive relationships with the project stakeholders and by guaranteeing that the District will provide for current and future water needs.

LEGAL IMPACT:

None.



General Manager

P:\Working\CIP00185-640 Reservoirs\WO 30018 640 Reservoirs\Staff Reports\BD 12-15-08, 640 Res Pac Hydrotech CO#5, (HDB-RR).doc

HDB/RR/RP:jf

Attachments: Attachment A
Attachment B
Exhibit A
Exhibit B



ATTACHMENT A

SUBJECT/PROJECT: P2185-003103	Change Order No. 5 to the Agreement with Pacific Hydrotech Corporation for Construction of the 640-1 and 640-2 Reservoirs Project
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on November 20, 2008. The following comments were made:

- Staff indicated that on December 6, 2006 the Board awarded Pacific Hydrotech the construction agreement for the 640-1 and 640-2 Reservoirs Project.
- The project began construction in January 2007 and is now complete.
- RBF Consulting assisted the District in reviewing the final costs submitted by Pacific Hydrotech and negotiating the change order which resulting in a \$432,652.84 credit.
- Staff is recommending approval of Change Order No. 5 for <\$432,652.84> to the existing contract with Pacific Hydrotech for the construction of the 640-1 and 640-2 Reservoirs Project.

Following the discussion, the committee supported staffs' recommendation and presentation to the full board on the consent calendar.



ATTACHMENT B

Subject/Project: Change Order No. 5 to the Agreement with Pacific Hydrotech Corporation
 P2185-003103 for Construction of the 640-1 and 640-2 Reservoirs Project

Olay Water District Data Updated: Nov. 06, 2008
 P2185 - Res - 640-1 Reservoir 20.0 MG

Budget \$28,500,000	Committed	Expenditures	Outstanding Commitment & Forecast	Projected Final Cost	Vendor / Comments
Planning					
Studies					
In House/Labor	123,045.39	123,045.39		123,045.39	
Printing	223.58	223.58	-	223.58	Tiger Reprographics
Office Supplies	25.05	25.05	-	25.05	Petty Cash Custodian
Consultant Contracts	810,733.91	810,733.91	-	810,733.91	Infrastructure Engineering Corp
	750.00	750.00	-	750.00	San Diego Gas & Electric
Professional & Legal Fees	466.90	466.90	-	466.90	Garcia, Calderon & Ruiz
Subcontract	175,783.84	175,783.84	-	175,783.84	
	153,831.91	153,831.91	-	153,831.91	
Chemical Feed Systems	362.25	362.25	-	362.25	Bob Turner's Crane Services Inc.
	6,169.48	6,169.48	-	6,169.48	Core-rosion Products
Service Contracts	63.80	63.80	-	63.80	Sedona Staffing
Postage	26.57	26.57	-	26.57	Fed-Ex
Land/Easement Acquisition	39,000.00	39,000.00	-	39,000.00	Wildlands Inc
Total Planning	\$ 1,310,483	\$ 1,310,483	\$ -	\$ 1,310,483	
Design					
In House/Labor	330,328	330,328		330,328	
Consultant	4,705	4,705	-	4,705	WRA & Associates
Subcontract	8,500	8,500	-	8,500	E & J Weed Abatement Co.
	682	682	-	682	Environmine
	7,800	7,800	-	7,800	Fire Prevention Services Inc.
	9,711	9,711	-	9,711	John Powell & Associates
	600	600	-	600	Pacific Southwest Biological
Regulatory Agency Fee	1,250	1,250	-	1,250	State of California
Office Supplies	15	15	-	15	Petty Cash Custodian
Materials	537	537	-	537	Traffic Control Services Inc
	152	152	-	152	Allied Trench Shoring Services
Service Contracts	2,228	2,228	-	2,228	Mcgraw-Hill Construction
	15,168	15,168	-	15,168	OCB Reprographics
	528	528	-	528	San Diego Daily Transcript
	2,225	2,225	-	2,225	Union Tribune Publishing
Advertise and Award					
Total Design	\$ 384,429	\$ 384,429	\$ -	\$ 384,429	
Construction					
In House/Labor	422,017	402,017	20,000	422,017	
Subcontract	118,929	118,929	-	118,929	Boyle Engineering
Mileage	4	4	-	4	Petty Cash Custodian
Business Meetings	19	19	-	19	Petty Cash Custodian
Materials	18,878	18,878	-	18,878	Consumers Pipe & Supply Co
	2,073	2,073	-	2,073	Grainger Inc.
	125	125	-	125	Graybar Electric Co Inc.
	3,881	3,881	-	3,881	MAG Systems Inc.
	3,283	3,283	-	3,283	Mcmaster-Carr Supply Co
	5,894	5,894	-	5,894	Minarik Corporation
	263	-	263	263	Moore Industries Int'l Inc.
	5,466	5,466	-	5,466	National Waterworks Inc.
	3,153	3,153	-	3,153	Newark
	122	122	-	122	Office Depot
	4,170	4,170	-	4,170	Onesource Distributors LLC
	90	90	-	90	Petty Cash Custodian
Temporary Labor	383	383	-	383	Sedona Staffing
Shipping	21	21	-	21	Fed-Ex
Consultant Contracts	2,955	2,955	-	2,955	Engineering Partners Inc.
	36,266	28,664	7,602	36,266	Infrastructure Engineering Corp
	5,300	5,300	-	5,300	JC Heden & Associates Inc.
	1,196,735	1,174,589	22,146	1,196,735	RBF Consulting
Construction Contracts	24,894,000	23,637,275	1,256,725	24,894,000	Pacific Hydrotech Corporation
	116,562	116,562	-	116,562	Pacific Hydrotech Corporation CO1
	(122,112)	(122,112)	-	(122,112)	Pacific Hydrotech Corporation CO2
	8,757	8,757	-	8,757	Pacific Hydrotech Corporation CO3
	(4,846)	(4,846)	-	(4,846)	Pacific Hydrotech Corporation CO4
	(432,653)		(432,653)	(432,653)	Pacific Hydrotech Corporation CO5
Retention	23,377	23,377	-	23,377	San Diego Gas & Electric
Professional & Legal Fees	258	258	-	258	Burke Williams & Sorensen LLP
	612	612	-	612	Garcia, Calderon & Ruiz
Service Contracts	40	40	-	40	Allied Electronics Inc.
	12,437	12,437	-	12,437	Applied Tech Group Inc.
	119	119	-	119	Black Box Corporation
	358	358	-	358	Grainger Inc.
	15	15	-	15	Lewis Engraving
	10,920	10,920	-	10,920	Minarik Corporation
	3,558	3,558	-	3,558	Newark
	3,204	3,204	-	3,204	Onesource Distributors LLC
	66	66	-	66	Radioshack Corp.
	650	650	-	650	San Diego Daily Scripts
	8,914	7,933	981	8,914	Technowisn Inc.
OWD to Pay CWA for FCF 14 Acpt/close-out					
Total Construction	\$ 26,354,264	\$ 25,479,199	\$ 875,065	\$ 26,354,264	
Grand Total	\$ 28,049,176	\$ 27,174,111	\$ 875,065	\$ 28,049,176	



ATTACHMENT A

SUBJECT/PROJECT: P2185-003103	Change Order No. 5 to the Agreement with Pacific Hydrotech Corporation for Construction of the 640-1 and 640-2 Reservoirs Project
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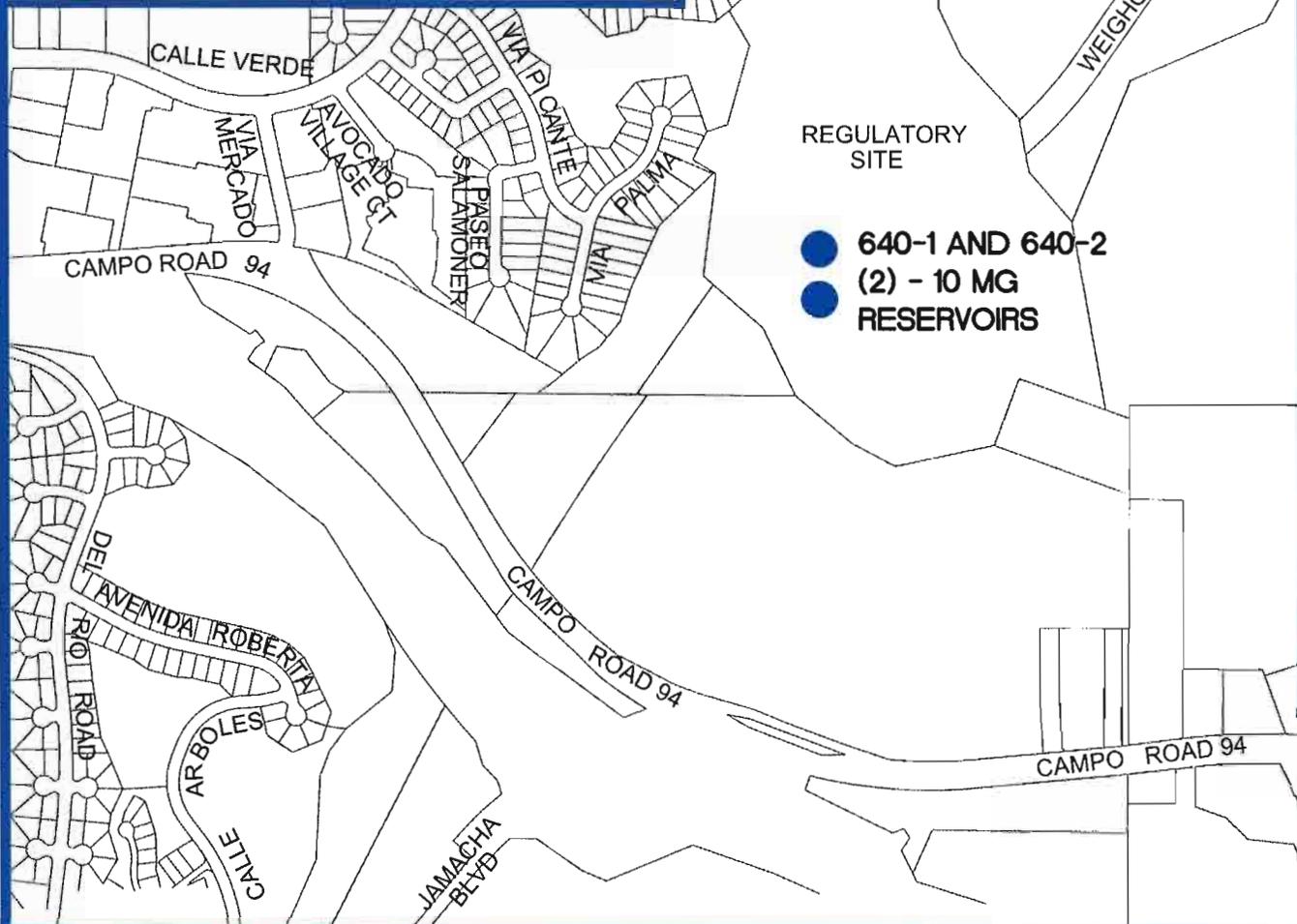
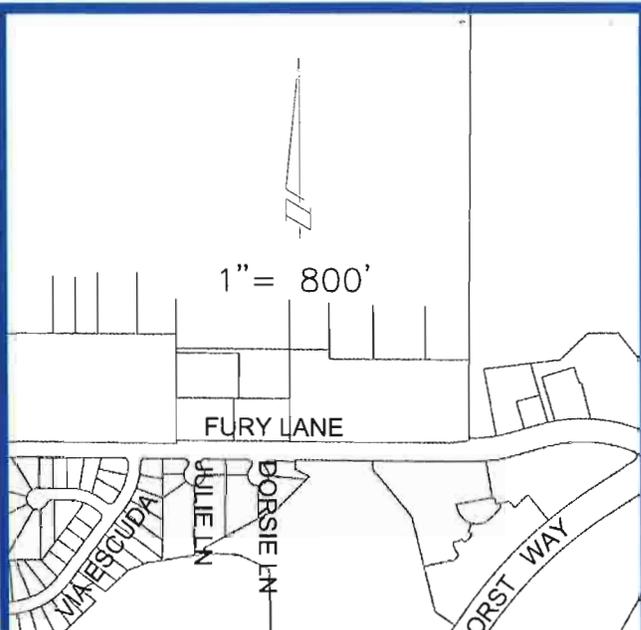
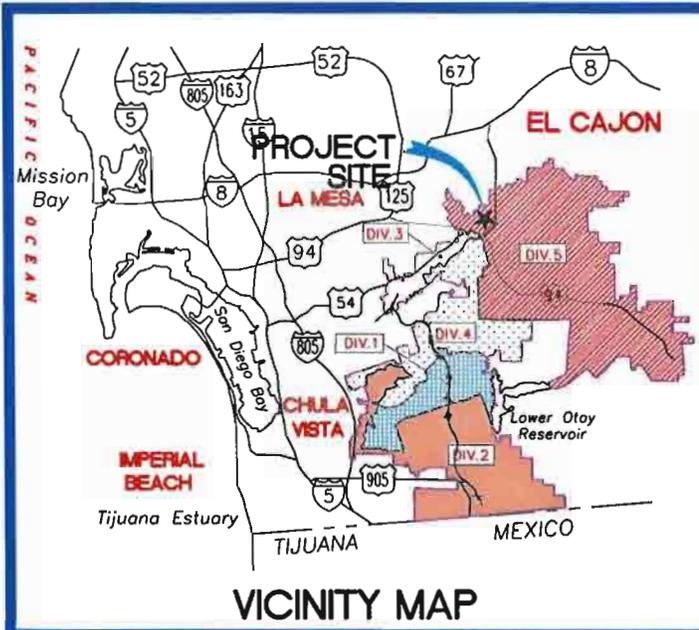
COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on November 20, 2008. The Committee supported Staff's recommendation.

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.

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OTAY WATER DISTRICT

640-1 AND 640-2 RESERVOIRS

LOCATION MAP

CIP P2185

CONTRACT/P.O. CHANGE ORDER No. 5

PROJECT/ITEM: 640-1 (10MG) & 640-2 (10MG) Reservoirs

CONTRACTOR/VENDOR: Pacific Hydrotech Corporation

REF.CIP No.: P2185-003103

APPROVED BY: Board:

REF. P.O. No: 705704

REF. W.O. No.: 30018

DATE: 10/20/2008

DESCRIPTION:

See attached page 2 of 4 for continuation.

REASON:

See attached page 3 of 4 for continuation.

CHANGE P.O. TO READ:

Revise Contract to deduct \$432,652.84 and 0 days time for a total Contract amount of \$24,459,709.03 with a Contract Duration of 668 Calendar Days.

ORIGINAL CONTRACT/P.O. AMOUNT:	\$	24,894,000.00
ADJUSTED AMOUNT FROM PREVIOUS CHANGE:	\$	24,892,361.87
TOTAL COST OF THIS CHANGE ORDER:	\$	(432,652.84)
NEW CONTRACT/P.O. AMOUNT IS:	\$	24,459,709.03
ORIGINAL CONTRACT COMPLETION DATE:		Sep 6, 2008
CONTRACT/P.O. TIME AFFECTED BY THIS CHANGE:		0 days
CONTRACT COMPLETION DATE:		Nov 13, 2008

IT IS UNDERSTOOD WITH THE FOLLOWING APPROVALS, THAT THE CONTRACTOR/VENDOR IS AUTHORIZED AND DIRECTED TO MAKE THE HEREIN DESCRIBED CHANGES. IT IS ALSO AGREED THAT THE TOTAL COST FOR THIS CHANGE ORDER CONSTITUTES FULL AND COMPLETE COMPENSATION FOR OBLIGATIONS REQUIRED BY THE CONTRACT/P.O. ALL OTHER PROVISIONS AND REQUIREMENTS OF THE CONTRACT/P.O. REMAIN IN FULL FORCE AND EFFECT.

CONTRACTOR/VENDOR:

STAFF APPROVALS:

TITLE: _____ DATE: _____
DATE: _____

PROJ. MGR. _____ DATE: _____
DIV. MGR: _____

ADDRESS: Pacific Hydrotech Corporation

314 E 3rd Street, Perris, CA 92570

CHIEF: _____ DATE: _____
ASSIST G.M.: _____ DATE: _____

DISTRICT APPROVAL:

GEN. MANAGER: _____ DATE: _____

COPIES: FILE (Orig.), CONTRACTOR/VENDOR, CHIEF.-ENGINEERING., ASST CHIEF.-FINANCE ENGR. MGR.
 ACCTS PAYABLE INSPECTION PROJ MGR ENGR. SECRETARY PURCHASING

Description of Work

<u>Description</u>	<u>Increase</u>	<u>Decrease</u>	<u>Time</u>
<u>Item No. 1:</u> RFP 005 This Change Order provides for additional costs for revisions to the mechanical and electrical layout of the Sodium Hypochlorite and Ammonia pumps to facilitate ease of maintenance and operations, per RFP 005.	\$0.00	\$0.00	0
<u>Item No. 2:</u> RFP 007 This Change Order provides for additional costs for revisions to the on-site connection point of the future 36-inch potable water pipeline from FCF 14 to relocate the future connection point outside the site access road, per RFP 007.	\$57,168.79		0
<u>Item No. 3:</u> RFP 008 This Change Order provides for additional costs for incorporation of additional valves as part of the 20-inch pipeline tie-in for increased flexibility in moving water through the site, per RFP 008.	\$63,212.93		0
<u>Item No. 4:</u> RFP 009 This Change Order provides for a credit for substituting the specified asphalt and rock roofing materials atop both reservoirs with a colored concrete stain to comply with the environmental documentation requirement to have the roof color blend in with the surrounding hills, per RFP 009.		\$95,503.00	0
<u>Item No. 5:</u> RFP 010 This Change Order provides for additional costs associated with piping modifications to connect the existing 520 zone reservoirs to the 520 zone distribution system for increased flexibility in distribution of water between reservoir elevations, per RFP 010.	\$95,524.39		0
<u>Item No. 6:</u> RFP 011 This Change Order provides for net additional costs associated with modifications to the desilting basin to create a paved staging/work area, creating of a paved staging/work area, grading modifications and modifications to site ribbon and brow ditches to ensure proper drainage of stormwater during rain events, per RFP 011.	\$100,218.98		0
<u>Item No. 7:</u> RFP 012 This Change Order provides for reimbursement of additional costs associated with AT&T Relocation for installation of Vault 5 and 6, per RFP 012.	\$48,374.13		0
<u>Item No. 8:</u> RFP 013 This Change Order provides for net additional costs associated with various site modifications including relocation of fencing limits, installation of new gates, removal of additional concrete encasement at Vault 6 connection and other piping modifications to account for field conditions, per RFP 013.	\$33,350.94		0
<u>Item No. 9:</u> This Change Order decreases the amount allocated for Bid Item 11, Soundwall Barrier Allowance by \$40,000.00 to a new authorized amount of \$0.00.		40,000.00	0
<u>Item No. 10:</u> This Change Order decreases the amount allocated for Bid Item 14, Unknown and/or Unidentified Utilities by \$650,000.00 to a new authorized amount of \$0.00.		650,000.00	0
<u>Item No. 11:</u> This Change Order decreases the amount allocated for Bid Item 16, Allowance for Potholing by \$45,000.00 to a new authorized amount of \$0.00.		45,000.00	0
Sub Total Amount	\$397,850.16	\$830,503.00	0
Total Net Change Order Amount	<u>(\$432,652.84)</u>		

Revisions to: BID SCHEDULE

Item #	Description	Quantity	Unit	Unit Price	Amount
11	Soundwall Barrier Allowance	LS	LS	LS	0.00
13	Unknown and/or Unidentified Utilities	LS	LS	LS	0.00
16	Allowance for Potholing	LS	LS	LS	0.00

Reason:

Item No. 1: RFP 005

Subsequent to beginning construction it was discovered that the new Sodium Hypochlorite and Ammonia Pumps were not laid out in a manner conducive to ease of operation and maintenance. This realization resulted in concerted efforts by OWD Operations personnel to work with the Construction Manager to develop a desired mechanical layout for implementation. This Change Order is required to compensate the Contractor for the additional costs resulting from the mechanical and electrical revisions.

Item No. 2: RFP 007

Subsequent to beginning construction it was discovered that the connection point for the future 36-inch potable line from SDCWA FCF 14 was in a location congested with existing waterlines, the main electric and telecommunications feed to the site and beneath the main access road. This Change Order is required to compensate the Contractor for the additional pipe to relocate the connection point away from the existing utilities and out of the main access road which will result in a cost savings on the construction for the 36-inch potable line construction.

Item No. 3: RFP 008

Subsequent to beginning connection and tie-in work at Vaults 5 and 6 it was discovered that through the installation of two additional valves and an air/vacuum release valve additional flexibility and redundancy could be achieved in the connection. Though these valves will be closed under normal operations, their installation will allow the District to change the direction of flow to the site for future pipeline inspections or in the event of emergency by opening the valves and closing other valves. This Change Order is required to compensate the Contractor for the additional costs resulting from procurement and installation of the additional components.

Item No. 4: RFP 009

Subsequent to completion of the reservoirs it was determined that the specified asphalt and rock roof system could not be installed in a color that would blend into the surroundings per the environmental documentation. After significant discussion with local community groups and determination of the design intent of the asphalt and rock roof it was determined that the most feasible alternative to satisfy the permit conditions was to procure and install a concrete stain on the roofs of the reservoirs. This option will minimize future maintenance obligations while providing a color choice that is tailored to the site background colors. This Change Order is required for the District to realize the credit for the material and process substitution for the scope associated with this change.

Item No. 5: RFP 010

Subsequent to demolition of the existing 520-1 reservoir it was determined that the ability to use the existing 520-2 and 520-3 reservoirs to feed into the 520 zone distribution system would be removed following to the installation of the new 36-inch potable feed line from SDCWA FCF 14. This realization resulted in the development of a plan to implement a permanent connection to permit gravity flow from the 520 zone reservoirs into the 520 zone distribution system through the installation of approximately 120 LF of new 20-inch ductile iron pipe with associated fittings and valving. This Change Order is required to compensate the Contractor for the additional costs resulting from implementation of this additional scope.

Item No. 6: RFP 011

Subsequent to beginning layout for the new desilting basin it was discovered that the size and orientation of the basin impacted the ability to create a level paved equipment staging area. The new layout also enhances mechanized access to use and clean the basin. The scope of this change order also encompasses multiple grading and paving modifications incorporated into the site for increased drainage performance and modifications accounting for field conditions. This Change Order is required to compensate the Contractor for the additional costs associated with implementation of these modifications.

Item No. 7: RFP 012

Subsequent to initiating contact with AT&T it was discovered that previously unknown costs were imposed on the Contractor that required payment before relocation of AT&T utilities would commence. These costs were unknown at time of bid and could not have been anticipated by the Contractor for incorporation into their bid. This Change Order is required to compensate the Contractor for the actual costs associated with charges imposed by AT&T for their utility relocation work on the project site.

Item No. 8: RFP 013

Subsequent to beginning construction, it was determined that minor adjustments to site work and differing site conditions associated with connection and tie-in work on the 16-inch, 20-inch, pipeline 2 and Vault 3 work scope resulting in additional costs including but not limited to site modifications including relocation of fencing limits, installation of new gates, removal of additional concrete encasement at Vault 6 connection and other piping modifications to account for field conditions. This Change Order is required to compensate the Contractor for incorporation of the additional scope associated with differing site conditions, field conditions and Owner requested modifications.

Item No. 9:

The Contract Allowance Bid Item, Item No. 11, Soundwall Barrier Allowance, was utilized to the maximum practical extent in the performance of the contract work and is no longer required.

Item No. 10:

The Contract Allowance Bid Item, Item No. 14, Unknown and/or Unidentified Utilities, was utilized to the maximum practical extent in the performance of the contract work and is no longer required.

Item No. 11:

The Contract Allowance Bid Item, Item No. 16, Allowance for Potholing, was utilized to the maximum practical extent in the performance of the contract work and is no longer required.

CHANGE ORDER LOG

640-1 (10MG) & 640-2 (10MG) Reservoirs

P2185

WO NO. 30018

C.O.	AMOUNT	APPROVED		DESCRIPTION	TYPE C.O.
		BY	DATE		
1	\$116,562.26	Board	7/30/2007	1. Differing Site Condition beneath Tank 2 and Modified Soil Backfill Requirements	Differing Site Condition
2	(\$122,112.16)	Board	8/23/2007	1. Increased pipe wall thickness for inlet/outlet pipelines. 2. Decrease BI 14 Suspension of Blasting Operations	Design Change
3	\$8,757.33	Manager	3/14/2008	1. Security Guard (50% cost) from 06/22/2007 to 10/22/2007 2. 5 Rain Days for 02/2007	Differing Site Condition
4	(\$4,845.56)	Board	5/7/2008	1. Deep Tie-ins 2. Decrease BI 12 Reg Waste Mat Removal and Disposal 3. Decrease BI 13 Specialist in HAZ and REG Waste	Differing Site Condition
5	(\$432,652.84)	Board		1. Sodium Hypochlorite and Ammonia Pump Mods 2. Future 36-inch connection point 3. Additional Valves 4. Reservoir Roof Credit 5. 520 Gravity Zone Pipe Mods 6. Desilting Basing/ Paving Mods 7. AT&T Relocation Costs 8. Various Site Modifications 9 Delete Soundwall Bid Item 10. Delete Unknown and/or Unidentified Utilities Bid Item 11. Delete Allowance for Potholing Bid Item.	Multiple
6					
7					
8					
9					
10					
11					
12					
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14					
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35					
36					
37					
38					
39					
40					

Total C.O.'s To Date: (\$434,290.97) -1.74%

Original Contract Amount: \$24,894,000.00

Current Contract Amount: \$24,459,709.03

Change Order Breakdown for the Month:

Month	Net C.O.\$	Limit	Authorization	Absolute C.O.\$	Absolute C.O. %
11/08	\$0.00	\$5,000/5%	PM/Supervisor	\$0.00	0.0%
		\$10,000/5%	Manager	\$0.00	0.0%
		\$21,000/20%	Chief	\$0.00	0.0%
		\$50,000/30%	GM	\$0.00	0.0%



AGENDA ITEM 8d

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	Sean Prendergast 	W.O./G.F. NO:	DIV. NO. All
	Payroll/AP Supervisor		
APPROVED BY:	Joseph R. Beachem, Chief Financial Officer		
(Chief)			
APPROVED BY:	German Alvarez, Assistant General Manager		
(Asst. GM):			
SUBJECT:	Director's Expenses for the 1st Quarter of Fiscal Year 2009		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item only.

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To inform the Board of the Director's expenses for the 1st quarter of Fiscal Year 2009.

ANALYSIS:

The Director's expense information is being presented in order to comply with State law. (See Attachment B for Summary and C-H for Details.)

FISCAL IMPACT: 

None.

STRATEGIC GOAL:

Prudently manage District funds.

LEGAL IMPACT: _____

Compliance with State law.



General Manager

Attachments:

- A) Committee Action Form
- B) Director's Expenses and per Diems
- C-H) Director's Expenses Detail



ATTACHMENT A

SUBJECT/PROJECT:	Director's Expenses for the 1st Quarter of Fiscal Year 2009
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COMMITTEE ACTION:

This item was agendaized for review at the Finance, Administration and Communications Committee held on December 1, 2008. The committee noted and filed staffs' report and recommended that it be forwarded to the full board on the consent calendar.

**BOARD OF DIRECTORS'
EXPENSES AND PER-DIEMS**

**FINANCE, ADMINISTRATION, AND
COMMUNICATIONS COMMITTEE MEETING
DECEMBER 1, 2008**

Policy 8 requires that staff present the Expenses and Per-Diems for the Board of Directors on a Quarterly basis:

- Fiscal Year 2009, 1st Quarter.
- The expenses are shown in detail by Board member, month and expense type.
- This presentation is in alphabetical order.
- This information was presented to the Finance, Administration, and Communications Committee on December 1, 2008.

Board of Directors' Expenses and Per-Diems
Fiscal Year 2009 Quarter 1 (July 08- Sept 08)

• Director Bonilla	\$ 0.00
• Director Breitfelder	\$2,610.00
• Director Croucher	\$2,340.30
• Director Lopez	\$ 782.63
• Director Robak	<u>\$1,167.92</u>
• Total	\$6,900.85

Director Bonilla

Fiscal Year 2009 Quarter 1

	<u>July 08</u>	<u>Aug 08</u>	<u>Sept 08</u>	Qtr1
• Mileage Business				
• Mileage Commute				
• Conference/Seminars				
• Business Meetings				
• Director's Fees	_____	_____	_____	
•				
• Monthly Totals	0.00	0.00	0.00	
• Quarterly Total				0.00
• Meetings Attended				
• Meetings Paid*	0	0	0	
• Fiscal Year-to-Date 2009 (Jul 08-Jun 09)				0.00
• *Director Bonilla does not request per-diem reimbursements				

Director Breitfelder

Fiscal Year 2009 Quarter 1

	<u>July 08</u>	<u>Aug 08</u>	<u>Sept 08</u>	Qtr1
• Mileage Business		72.54	184.86	
• Mileage Commute		58.50	35.10	
• Seminars & Travel			685.00	
• Director's Fees		500.00	800.00	
• Business Meetings	<u>70.00</u>	<u>127.00</u>	<u>77.00</u>	
• Monthly Totals	70.00	758.04	1,781.96	
• Quarterly Total				2,610.00
• Meetings Attended		10	15	
• Meetings Paid		5	8	
Fiscal Year-to-Date 2009 (Jul 08-Jun 09)				2,610.00

Director Croucher

Fiscal Year 2009 Quarter 1

	<u>July 08</u>	<u>Aug 08</u>	<u>Sept 08</u>	Qtr1
• Mileage Business			105.30	
• Mileage Commute				
• Director's Fees	500.00	400.00	600.00	
• Travel & Seminars			735.00	
• Business Meeting				
• Monthly Totals	500.00	400.00	1,440.30	
•				
• Quarterly Total				2,340.30
• Meetings Attended	5	4	6	
• Meetings Paid	5	4	6	
• Fiscal Year-to-Date 2009 (Jul 08-Jun 09)				2,340.30

Director Lopez

Fiscal Year 2009 Quarter 1

	<u>July 08</u>	<u>Aug 08</u>	<u>Sept 08</u>	Qtr1
• Mileage Business			22.23	
• Mileage Commute		11.70	11.70	
• Business Meetings			37.00	
• Director's Fees	<u>100.00</u>	<u>300.00</u>	<u>300.00</u>	
• Monthly Totals	100.00	311.70	370.93	
• Quarterly Total				782.63
• Meetings Attended	1	3	4	
• Meetings Paid	1	3	3	
• Fiscal Year-to-Date 2009 (Jul 08-Jun 09)				782.63

Director Robak

Fiscal Year 2009 Quarter 1

	<u>July 08</u>	<u>Aug 08</u>	<u>Sept 08</u>	Qtr1
• Mileage Business	15.21	9.36	21.65	
• Mileage Commute	2.34	4.68	4.68	
• Director's Fees	300.00	300.00	500.00	
• Travel & Seminars			10.00	
• Business Meetings				
• Monthly Totals	317.55	314.04	536.33	
• Quarterly Total				1,167.92
• Meetings Attended	4	5	9	
• Meetings Paid	3	3	5	
Fiscal Year-to-Date 2009 (Jul 08-Jun 09)				1,167.92

Board of Directors' Expenses and Per Diems
Fiscal Year 2009 to Date (Jul 08- Jun 09)

• Director Bonilla	\$ 0.00
• Director Breittfelder	\$2,610.00
• Director Croucher	\$2,340.30
• Director Lopez	\$ 782.63
• Director Robak	<u>\$1,167.92</u>
• Total	\$6,900.85

Board of Directors' Expenses and Per Diems *Projected Fiscal Year 2009 (Jul 08- Jun 09)

• Director Bonilla	\$ 0.00
• Director Breitfelder	\$10,440.00
• Director Croucher	\$ 9,361.00
• Director Lopez	\$ 3,131.00
• Director Robak	<u>\$ 4,672.00</u>
• Total	\$27,604.00

- *Based on actual expenses through 1st quarter

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT D
SECTION D**

DIRECTOR'S NAME: BONILLA, JAIME

Account Name	Date	Descriptions	Amount
Grand Total			-

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Business meetings			
	8/19/2008	COUNCIL OF WATER UTILITIES	\$ 25.00
	8/21/2008	CALIFORNIA SPECIAL DISTRICTS	37.00
	7/15/2008	COUNCIL OF WATER UTILITIES	25.00
	7/17/2008	WATER AGENCIES ASSOCIATION	45.00
	8/24/2008	WATER CONSERVATION GARDEN	65.00
	9/19/2008	COUNCIL OF WATER UTILITIES	25.00
	9/18/2008	CALIFORNIA SPECIAL DISTRICTS	37.00
	9/26/2008	RANCHO SAN DIEGO-JAMUL	15.00
Business meetings Total			274.00
Mileage - Business			
	8/31/2008	MEETING - AUG. 19 & 21, 2008	72.54
	9/31/2008	MEETING - SEPTEMBER 16, 18, 22, 23, 24, & 25, 2008	184.86
Mileage - Business Total			257.40
Mileage - Commuting			
	8/31/2008	MEETING - AUG. 5, 6 & 20, 2008	58.50
	9/31/2008	MEETING - SEPTEMBER 3 & 15, 2008	35.10
Mileage - Commuting Total			93.60
Seminars and conferences			
	9/22/2008	REGISTRATION FEE - CSDA ANNUAL CONFERENCE 9/22-25/08	425.00
		REGISTRATION FEE - CSDA GOVERNANCE FOUNDATIONS SEPT. 22, 2008	225.00
	9/24/2008	REGISTRATION FEE - CSDA CALIFORNIA WOMEN LEAD PANEL	35.00
Seminars and conferences Total			685.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Director's Fee			
	8/6/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/19/2008	COUNCIL OF WATER UTILITIES	100.00
	8/20/2008	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	8/21/2008	CSDA BOARD MEETING	100.00
	9/18/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	8/5/2008	CSDA BOARD MEETING	100.00
	9/3/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/15/2008	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/16/2008	COUNCIL OF WATER UTILITIES	100.00
	9/25/2008	CSDA ANNUAL CONFERENCE SEPT. 22-25, 2008	400.00
Director's Fee Total			1,300.00
Grand Total			\$ 2,610.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT F
SECTION F**

DIRECTOR'S NAME: CROUCHER, GARY

Account Name	Date	Descriptions	Amount
Mileage - Business			
	9/31/2008	MEETING - SEPT. 4 & 6, 2008	\$ 105.30
Mileage - Business Total			105.30
Seminars and conferences			
	9/5/2008	REGISTRATION FEE - SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE SEPT. 4-5, 2008	735.00
Seminars and conferences Total			735.00
Director's Fee			
	7/2/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/16/2008	COMMITTEE AGENDA REVIEW	100.00
	7/22/2008	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	7/23/2008	LEGISLATIVE AND LEGAL COMMITTEE MEETING	100.00
	7/28/2008	BOARD AGENDA REVIEW	100.00
	8/6/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/18/2008	COMMITTEE AGENDA REVIEW	100.00
	8/19/2008	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	8/22/2008	AD HOC - GM PERFORMANCE REVIEW COMMITTEE MEETING	100.00
	9/5/2008	SEMINAR - SPECIAL DISTRICT & LOCAL GOVERNMENT INSTITUTE	100.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT F
SECTION F**

DIRECTOR'S NAME: CROUCHER, GARY

Account Name	Date	Descriptions	Amount
Director's Fee	9/18/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/3/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/17/2008	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	9/4/2008	SEMINAR - SPECIAL DISTRICT & LOCAL GOVERNMENT INSTITUTE	100.00
	9/6/2008	SEMINAR - SPECIAL DISTRICT & LOCAL GOVERNMENT INSTITUTE	100.00
Director's Fee Total			1,500.00
Grand Total			\$ 2,340.30

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT G
SECTION G**

DIRECTOR'S NAME: LOPEZ, JOSE

Account Name	Date	Descriptions	Amount
Business meetings	9/18/2008	CALIFORNIA SPECIAL DISTRICTS	\$ 37.00
Business meetings Total			37.00
Mileage - Business	9/18/2008	MEETING - SEPT. 18, 2008	22.23
Mileage - Business Total			22.23
Mileage - Commuting	8/6/2008	MEETING - AUGUST 6, 2008	11.70
	9/3/2008	MEETING - SEPT. 3, 2008	11.70
Mileage - Commuting Total			23.40
Director's Fee			
	8/6/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/22/2008	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	7/22/2005	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	8/4/2008	CITY OF CHULA VISTA INTERAGENCY WATER TASK FORCE	100.00
	9/18/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/3/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/17/2008	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
Director's Fee Total			700.00
Grand Total			\$ 782.63

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT H
SECTION H**

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
Mileage - Business			
	7/31/2008	MEETING - JULY 2, 9 & 21, 2008	\$ 15.21
	8/31/2008	MEETING - AUGUST 6, 2008	9.36
	9/31/2008	MEETING - SEPT. 6,10,15,18 & 19, 2008	21.65
Mileage - Business Total			46.22
Mileage - Commuting			
	7/31/2008	MEETING - JULY 4, 2008	2.34
	8/31/2008	MEETING - AUGUST 6 & 20, 2008	4.68
	9/31/2008	MEETING - SEPT. 3 & 15, 2008	4.68
Mileage - Commuting Total			11.70
Seminars and conferences			
	9/26/2008	RANCHO SAN DIEGO-JAMUL MEETING	10.00
Seminars and conferences Total			10.00
Director's Fee			
	7/2/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/6/2008	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/9/2008	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	7/21/2008	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2008 THROUGH SEPTEMBER 30, 2008**

**ATTACHMENT H
SECTION H**

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
Director's Fee	8/20/2008		
		FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	8/21/2008		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	9/19/2008		
		ANNUAL JOINT MEETING WITH BOARD OF DIRECTORS FROM HELIX, LAKESIDE, PADRE DAM & SWEETWATER	100.00
	9/18/2008		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/3/2008		
		REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/15/2008		
		FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/10/2008		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
Director's Fee Total			1,100.00
Grand Total			\$ 1,167.92



EXHIBIT B

OTAY WATER DISTRICT
BOARD OF DIRECTORS
PER-DIEM AND MILEAGE CLAIM FORM

OCT 16 2008

ok to process
per Pres. Croucher
ca

Pay to: Larry Breitfelder

Period Covered:
From 8-1 to 8-31-08

Employee Number: 7013

Date	Meeting Name	Purpose / Issues Discussed	Mileage	
			Home to OWD OWD to Home	Other Locations
✓* 5	CSDA BoD Mtg		30	40
✓* 6	OWD BoD		30	
13	Mtg w/ SOCC	elect Demajo		
16	Employee Picnic			
✓* 19	Gmnl. of Water Utils			84
✓* 20	OWD Finance		30	
✓* 21	CSDA			40
23	FRA			
24	Conservation Garden Event			
28	MABPA Event			

10/5
TOTAL MEETING PER DIEM: \$ 500.00
(\$145 per meeting)
TOTAL MILEAGE CLAIMED: 224 miles

Larry Breitfelder
(Director's Signature)

Receipt
GM Approval Date: 11/7/08 [Signature]

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT = \$ _____

INSTRUCTIONS ON REVERSE



OTAY WATER DISTRICT
BOARD OF DIRECTORS
PER-DIEM AND MILEAGE CLAIM FORM

OCT 16 2008

Pay to: Larry Breitfelder

Period Covered:
From 9-1 to 9-30-08

Employee Number: 7013

Date	Meeting Name	Purpose / Issues Discussed	Mileage	
			Home to OWD OWD to Home	Other Locations
2	Conservation Action Committee			
3	OWD Board		30	
5	First Friday			
6	Eastlake Ed Fund			
11	G-Mtg			
12	Conserv Garden Award			
15	OWD Finance		30	
16	Council of Water Utilities			84
18	Cross Roads II			
18	OWD Water Rate Mtg (Special Bnd Mtg)			
18	CSDA Pop A			40
22-25	CSDA Conf.			192

TOTAL MEETING PER DIEM: \$ 800.00
(\$145 per meeting)

TOTAL MILEAGE CLAIMED: 376 miles

15/8

[Signature]
(Director's Signature)

Receipt
GM Approval Date: 11/3/08 [Signature]

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT = \$ _____

FROM :

FAX NO. :

Feb. 09 1999 12:19AM P1



AB000-1B4000-2101-528101

100.00
EXHIBIT B

OTAY WATER DISTRICT
BOARD OF DIRECTORS
PER-DIEM AND MILEAGE CLAIM FORM

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 07/01/08 To: 07/31/08

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	07/22	OWD	Otay Engineering & Operations Committee	0	
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.				0 * *	
13.				1 * *	
14.				100 * 00 =	
15.				100 * 00 *	
16.					
17.					
18.					

Per Diems

171

Total Meeting Per Diem: \$ 100
(\$100 per meeting)

Total Mileage Claimed: 0 miles

(Director's Signature)

GM Receipt:

Date: 9/15/08

08 SEP 18 AM 10:20

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

9-16-08

FROM :

AB000. 1B4000 FAX NO: 2101-52810

SEP 16 09 12:19AM P2

300.00

11-70
EXHIBIT B



AB000. 1B4000. 2101-521102

OTAY WATER DISTRICT
BOARD OF DIRECTORS
PER-DIEM AND MILEAGE CLAIM FORM

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 08/01/08 To: 08/30/08

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	08/04	City of CV	Interagency Water Task Force	0	
✓ 2.	08/06	OWD	Board Meeting	20	
✓ 3.	08/22	OWD	Engineering & Operations Committee	0	
4.					
5.					
6.					
7.					
8.					
9.					0.*
10.					3.*
11.					100.00=
12.					300.00*
13.					0.*
14.					0.*
15.					20.*
16.					0.5850=
17.					11.7*
18.					

Per Diem

Mileage

3/3

Total Meeting Per Diem: \$ 300
(\$100 per meeting)

Total Mileage Claimed: 20 miles

Jose Lopez 9/16/08
(Director's Signature)

GM Receipt: *[Signature]*

Date: 9/15/08

'08 SEP 16 AM 10:00

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

✓ NO 9-16-08

AB000-1B4000-2101-528101 300.00
AB000-1B4000-2101-521102 11.70



EXHIBIT B

OTAY WATER DISTRICT
BOARD OF DIRECTORS
PER-DIEM AND MILEAGE CLAIM FORM

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 09/01/08 To: 09/30/08

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
1.	09/03	OWD	Board Meeting	20	
2.	09/17	OWD	Eng/Operations Committee meeting	0	
3.	09/18	OWD	Special Board Meeting	0	
4.	09/18	CSDA	Quarterly Meeting		38
5.					
6.					
7.					
8.					
9.				0.*	
10.				3.*	
11.				700.*	
12.				300.00*	
13.				0.*	
14.					
15.				20.*	
16.				0.5050*	
17.				11.7*	
18.					

Per Diem

Mileage

0.*
3.*
700.*
300.00*
0.*
20.*
0.5050*
11.7*

3## Total Meeting Per Diem: \$ 300
(\$100 per meeting)

Attendee 4 Total Mileage Claimed: 58 miles

Paid 3

Jose Lopez
(Director's Signature)

GM Receipt: *[Signature]*

Date: 11/11/08



AB000-1B5000-2101-528101-500.00
B000-1B5000-2101-521102-4.68

OTAY WATER DISTRICT
BOARD OF DIRECTORS
PER-DIEM AND MILEAGE CLAIM FORM

Pay To: Mark Robak

Period Covered:

Employee Number: 70140908

From: 9-1-08 To: 9-30-08

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	9-3	Monthly Otay Board Meeting	General District Business	4	6
✓ 2	9-10	Water Conservation Garden/ Docent Appreciation Dinner	Monthly Meeting / General Business (See Exhibit A - Agenda)	0	9
3	9-13	Rancho San Diego Fire Expo	Community event with Otay information booth and presentation of checks - NO CHARGE	0	0
✓ 4	9-15	Finance & Administration Committee	Monthly meeting involving finance & administration issues	4	6
✓ 5	9-18	Special Board Meeting	Rate study for calendar year 2009	0	4
6	9-18	Rancho San Diego-Jamul Chamber Mixer	Water Conservation Garden- NO CHARGE	0	0
✓ 7	9-19	Joint Agency Board Meeting	Annual Joint Meeting with Boards of Helix, Lakeside, Padre & Sweetwater	0	12
8	9-19	Monte Vista High School	Dedication of artificial turf field - NO CHARGE	0	0
9	9-28	45 th Annual Jamulfest	Community event with Otay information booth - NO CHARGE	0	0
				0 * *	
9 attended				5 * *	
5 paid				100 * 00 =	
				500 * 00 *	
				8	37

Total Meeting Per Diem: \$500
(\$100 per meeting)

Total Mileage Claimed: 45

Receipt
GM Approval: [Signature]

Per Diem
100 * 00 =
500 * 00 *

Mileage
0 * *
4 * +
4 * +
8 * *
8 * *
0 * 5350 =
4 * 58 *

Mark Robak
(Director's Signature)

Date: 11/7/2008

08 NOV 7 PM 6:06

FOR OFFICE USE: TOTAL MILEAGE R

to also ✓ TO 11-10-08



San Diego County Water Authority
Lead Agency
Keith Lewinger Warren Buckner

Cuyamaca College
Dr. Cristina Chiriboga Danene Soares

Helix Water District
Charles Muse Richard Smith

Otay Water District
Mark Robak Gary Croucher

City of San Diego
Fred Thompson Nora Jaeschke

Sweetwater Authority
R. Mitchel Beauchamp James Alkire

Exhibit "A"

AGENDA

**Water Conservation Garden Authority
Board Meeting**

**Water Conservation Garden
Multipurpose Room**
12122 Cuyamaca College Dr. West
El Cajon, CA 92019

Wednesday, September 10 – 3:30 p.m.

Mission Statement:
*Promoting water conservation in the southern California
landscape through excellent exhibits and programs that educate
and inspire the public.*

1. Roll Call
2. Introductions
3. Public Participation: Opportunity for members of the public to speak to the Board on any subject matter within the Board's jurisdiction but not an item on today's agenda

CONSENT AGENDA (Acted on as one unless withdrawn by request of a Board Member or a member of the public)

4. Approval of Agenda
5. Approval of minutes of regular meeting of July 9, 2008
6. Adoption of Resolution 136 - Approval of additions of officials to Conflict of Interest Code.
7. Recommendations for use of operating excess

ACTION

8. Approval of geographic distribution of plants on the grounds

DISCUSSION:

- 9. Connecting to Southwestern College
- 10. Executive Director's Report
- 12. Friends' Group Report
- 13. Financial Statements
- 14. Board Comments

INFORMATION: (Does not require discussion. Board to Receive and File only)

- Docent Report

CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code §54957)
Title: Executive Director

ADJOURNMENT

Certification of Posting

I certify that on September 7, 2008 a copy of the foregoing agenda was posted near the regular meeting place of the Board of Directors of the Water Conservation Garden Authority, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at San Diego, California, on September 7, 2008.

Board Secretary

Next meeting date: Wednesday, October 8, 2008 – 3:30 p.m. Garden Multipurpose Room

All items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

If you are disabled in any way and need accommodation to participate in the meeting please call Josiane Ross, Board Secretary, at 619-733-9615 for assistance so the necessary arrangements can be made.



STAFF REPORT

TYPE MEETING: Regular Board Meeting	MEETING DATE: December 15, 2008
SUBMITTED BY: Mark Watton, General Manager	W.O./G.F. NO: DIV. NO.
SUBJECT: Board of Directors 2009 Calendar of Meetings	

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2009 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2009 Board of Director's meeting calendars and amend the schedules as needed.

COMMITTEE ACTION:

N/A

ANALYSIS:

The Board requested that this item be presented at each meeting so they may have an opportunity to review the Board meeting calendar schedule and amend it as needed.

STRATEGIC GOAL:

N/A

FISCAL IMPACT:

None.

LEGAL IMPACT:

None.

General Manager

Attachments: Calendar of Meetings for 2008

**Board of Directors, Workshops
and Committee Meetings
2009**

Regular Board Meetings:

January 7, 2009
February 4, 2009
March 4, 2009
April 1, 2009
May 6, 2009
June 3, 2009
July 1, 2009
August 5, 2009
September 2, 2009
October 7, 2009
November 4, 2009
December 2, 2009

**Special Board or Committee Meetings (3rd
Wednesday of Each Month or as Noted)**

January 21, 2009
February 18, 2009
March 18, 2009
April 22, 2009
May 20, 2009
June 17, 2009
July 22, 2009
August 19, 2009
September 23, 2009
October 21, 2009
November 18, 2009
December 16, 2009

Board Workshops:

Budget Workshop, TBD
Board Retreat Workshop, TBD



AGENDA ITEM 11a

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	William Granger, Water Conservation Manager <i>WG</i>	W.O./G.F. NO:	n/a DIV. NO. all
APPROVED BY: (Chief)	Rom Sarno, Chief of Administrative Services <i>[Signature]</i>		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager of Finance and Administration <i>[Signature]</i>		
SUBJECT:	Annual Water Conservation Best Management Practice (BMP) Reports for Fiscal Years 2007 and 2008		

STAFF RECOMMENDATION:

This is for informational purposes only.

PURPOSE:

To provide the Board with a summary of the 2007 and 2008 Annual Water Conservation BMP Report. These reports are submitted to the California Urban Water Conservation Council (CUWCC) every two years.

COMMITTEE ACTION: Please see Attachment A

ANALYSIS:

The District voluntarily agreed to implement the fourteen water conservation BMPs beginning in 1992, as one of the original signatories to the Memorandum of Understanding Regarding Urban Water Conservation in California. The District submits its annual report to the CUWCC every two years for the past two recently completed fiscal years. The FY 07 and 08 BMP reports will be submitted prior to the January 1, 2009 deadline. The District is on target with all but one of the fourteen BMPs.

The District's BMP reports are also an element of its Urban Water Management Plan (UWMP), which is planned to be updated in the fall of 2010. The District is required to submit an Urban Water Management Plan every five years to the Department of Water Resources, and this Plan focuses heavily on an agency's water conservation efforts. Non-compliance with the BMPs may ultimately impact future growth, as the UWMP report is submitted as part of SB 221/610 reporting requirements. Both the Department of Water Resources and the United States Bureau of Reclamation limit grant funding to water agencies who implement

the BMPs. Once submitted to the CUWCC, the District's BMP reports become open to the public.

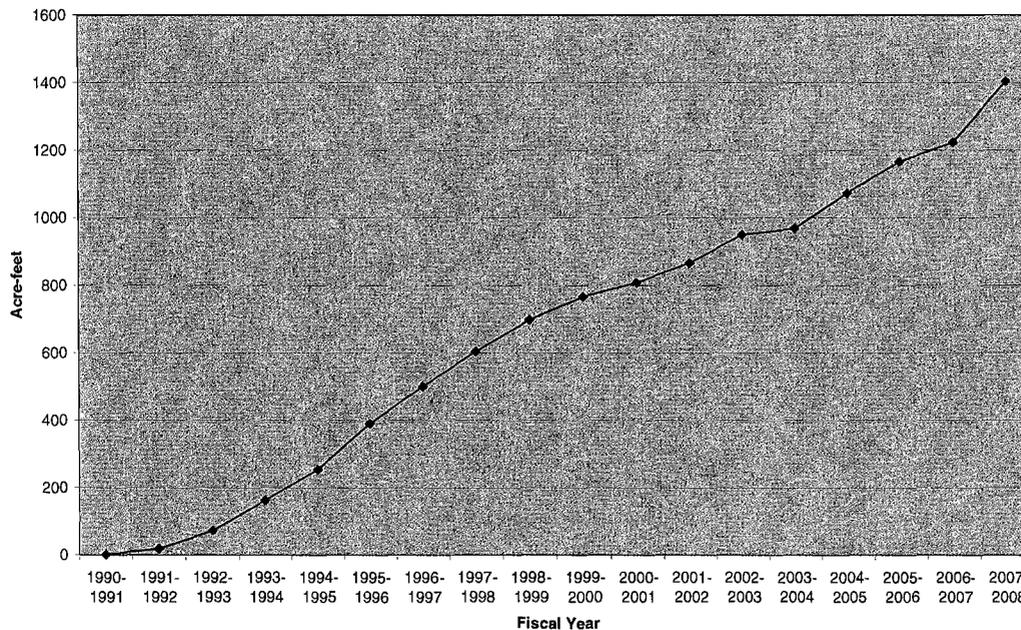
By participating in regionally implemented programs with Metropolitan Water District of Southern California (MET) and the San Diego County Water Authority (Authority), the District is able to meet its water conservation goals in a cost-effective manner. The District saved 1,403 acre-feet of water in fiscal year 2008 through its water conservation programs. Without these Water Conservation programs, the District would need to spend \$949,825 to purchase this water last fiscal year, at a marginal cost of \$677 per acre-foot.

As a water retailer, the District reports on 13 BMPs. In addition to the BMPs, Otay also reports on the number of accounts by customer class and details its supply sources. Listed below is a summary of the BMPs to be submitted to the CUWCC. The FY 07 and 08 BMP reports are attached.

Water Savings 1990 to 2008:

As noted in the chart below, the District's water savings continue to increase each year since 1990 when the first water conservation programs began. The District's water savings goal for the "Total Water Saved" performance measure for FY 09 is 1,523 acre-feet. The chart reflects savings attributed to devices replaced, and surveys conducted.

Otay Water Savings (AF/year)



BMP Report Summary:

BMP 1: Residential Survey Program

This BMP requires an agency to offer and complete residential surveys for 15% of its single family and 15% of its multi-family accounts within ten years of the date implementation was to commence (1997). The target is 4166 completed single-family surveys and 1,181 completed multi-family surveys. Through the end of FY 08, 1 multi-family survey (involving 50 units) and 1,141 single family surveys were conducted in Otay since the program began back in 1995. Surveys were directly marketed to the District's top residential customers as well as on its web page and at events. Beginning in FY 08, the Water Authority and MET again co-funded residential surveys after a three year absence. ***The District stated that its rebate program offerings for smart controllers, artificial turfgrass and water-wise plants were at least as effective as strictly conducting residential surveys.***

BMP 2: Residential Plumbing Retrofit

This BMP involves the distribution of showerheads until 75% of the District's pre-1992 single-family households have low flow showerheads using 2.5 gallons per minute (gpm) or less. The 2.5 gpm requirement has been a Federal standard since January 1, 1994. The Authority and its member agencies distributed over 550,000 showerheads between 1991 and 2002, and there is a 4% estimated replacement rate. In addition, the District distributed three hundred and sixty-one 2.0 gpm showerheads to its customers over the last two fiscal years. ***The District is in compliance with the coverage requirements of this BMP.***

BMP 3: System Water Audits, Leak Detection and Repair

A pre-screening audit was completed to determine if the District's water loss exceeds 10%. The pre-screening audit totals the metered sales and other verifiable uses and then divides them by the total supply. If the pre-screening audit indicates that water loss exceeded 10%, then the District is required to complete a full system audit. Water loss was 4% in FY 07, and 6% in FY 08. ***The District is in compliance with the coverage requirements of this BMP.***

BMP 4: Metering with Commodity Rates for all New Connections and Retrofit of Existing Connections

This BMP asks if meters are installed for all new connections, and if customers are billed by volume of use. In addition, this BMP asks if a feasibility study has been conducted to assess the merits of developing a mixed meter retrofit program. Otago has installed meters at all of its 48,219 connections, but has not conducted a mixed meter retrofit feasibility study. The vast majority of the District's commercial meters with over an acre of landscape have separate irrigation meters. Since 1990, new commercial accounts situated on parcels of at least an acre are required to have a dedicated irrigation meter. ***The District has stated that its efforts are "at least as effective" as the options outlined in this BMP.***

BMP 5: Large Landscape Conservation Programs and Incentives

This BMP involves targeting water conservation programs to large (1 acre+) landscape accounts and asks whether the District's dedicated irrigation meters have water budgets. At the end of fiscal year 2008, the District had 1,813 dedicated irrigation accounts. The District has promoted large landscape surveys since 1990.

The coverage requirements for this BMP involve meeting all three conditions for compliance: developing water budgets for 90% of its dedicated irrigation meters, offering landscape surveys to at least 20% of its commercial and institutional mixed use meters, and implementing a dedicated landscape meter retrofit program for mixed use meters or assigning water budgets to mixed use meters. The District sends out annual letters to all of its irrigation only accounts outlining their water budget and follows up monthly with those accounts exceeding their voluntary water budget.

Section 27 of the District's Code of Ordinances has required the installation of dedicated irrigation meters on commercial parcels of an acre or more since 1990 and allowed for the purchase of a separate irrigation meter beginning in 1993. In June of 2007, the District revised Section 27 to comply with AB 1881, requiring that new customers with at least 5,000 square feet of landscape install a dedicated irrigation meter. ***The District has stated that our program and ordinance is "at least as effective as" the coverage requirements of this BMP.***

BMP 6: High-Efficiency (HE) Clothes Washing Machine Rebate Programs

Since 1994, the District has offered a financial incentive toward the purchase of a high-efficiency clothes washer. In FY 07 and 08, the District, Water Authority and SDG&E collectively offered a \$175 voucher. 6,146 vouchers have been redeemed by Otay customers since 1994, and 65% were redeemed in the last four years. **The District is meeting the coverage requirements of this BMP.**

BMP 7: Public Information Programs

The District maintains an active public information program to promote and educate customers about water conservation and its water conservation programs. Otay actively promotes its water conservation programs through community events, on its web page, in the quarterly Pipeline customer newsletter, through bill messages, and in bill inserts. Outreach to Otay customers regarding the Water Conservation Garden is included under this BMP report. **The District is meeting the coverage requirements of this BMP.**

BMP 8: School Education Program

The District school program efforts are highlighted in this BMP. The District's school education programs include distribution of classroom kits to teachers, funding for school buses to visit the Garden, and teacher workshops. **The District is meeting the coverage requirements of this BMP.**

BMP 9: Conservation Programs for Commercial, Institutional and Industrial Accounts

In conjunction with the Water Authority and MET, the District offered vouchers for a number of devices including \$135 for ultra-low flush toilets or \$165 for high efficiency toilets, \$130 for single load or \$775 for multi-load commercial clothes washers, \$625 for cooling towers and \$60 for pre-rinse spray valves. In addition to the programs noted, the District partnered with the Water Authority to fund water surveys for its top two institutional water users. **The District is currently behind schedule in meeting the coverage requirements of this BMP, but expects to make great strides toward meeting this BMP**

in the future, should the BMP revisions be approved at the December Plenary.

BMP 10: Wholesale Agency Assistance Program

This BMP is not applicable to retail water agencies

BMP 11: Conservation Pricing

Otay detailed its pricing structure in this BMP as well as how much revenue is collected through both water and sewer customer classes including: residential, commercial, industrial, institutional/government, and irrigation accounts. ***The District is in compliance with this BMP since it moved from flat to volumetric charges for its sewer customers in 2007.***

BMP 12: Conservation Coordinator

The District has had a Water Conservation Coordinator/Manager since the spring of 1991. This BMP asks how much of the Coordinator's time is spent on water conservation, their experience, and the conservation budget.

BMP 13: Water Waste Prohibition

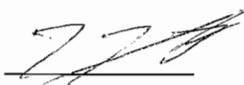
The District complies with this BMP through its water waste prohibition ordinance, listed within Section 39 of its Code of Ordinances.

BMP 14: Residential ULFT Replacement Programs

Since 1992, the District has replaced 21,985 older toilets with 1.6 gallon per flush toilets (Ultra Low Flush Toilets or ULFT) or High Efficiency Toilets (HETs) either by offering a \$75 voucher for a standard ULFT or \$165 voucher for a HET. ***The District is on track to meet the coverage requirements of this BMP.***

FISCAL IMPACT:

None



STRATEGIC GOAL:

The District's FY 09 performance measures of "total water saved" and "Otay Water Use (District meters)" are directly related to implementation of the fourteen Best Management Practices.

LEGAL IMPACT: _____

None.

Mark Watson

General Manager

FY 07 BMP Reports

FY 08 BMP Reports

Powerpoint presentation



ATTACHMENT A

SUBJECT/PROJECT:	Annual Water Conservation Best Management Practice (BMP) Reports for Fiscal Years 2007 and 2008
-------------------------	---

COMMITTEE ACTION:

This item was reviewed by the Finance, Administration and Communications Committee at a meeting held on December 1, 2008. The following comments were made:

- Every two years staff submits a summary report on the Best Management Practices (BMP's) to the California Urban Water conservation Council (CUWCC).
- The District has been a signatory on the Memorandum of Understanding (MOU) for the Urban Water Conservation in California since 1991 and has voluntarily agreed to implement the fourteen water conservation BMPs beginning in 1992.
- Since implementing the BMPs the District's water savings has increased each year since 1990. It was indicated that the savings is approximately 3 to 4% of overall demand and that the savings is pretty consistent each year.
- Staff presented a list of the fourteen BMP's (see attached copy of presentation). The District participates in all with the exception of BMP 10 which are for Wholesale agencies.
- It was discussed that the District is in compliance with all but one BMP (BMP 9 with regard to Commercial, Industrial, & Institutional Programs). The District, though, has seen a decline in commercial/institutional consumption by approximately 50% since 1995. It was also shared that in FY06, the District was behind schedule on BMPs 1, 5, 9, 11 and 14.

- It was noted that the explanation for the decreased consumption is likely due to many of the institutions (schools) have received grant money to replace toilets with ultra low flush toilets (ULFTs). Much of the consumption is believed due to toilet flushing.
- Staff reviewed the BMP's where there will be improvements from the past:
 - BMP1: The target under BMP1 is for the agency to complete residential water surveys for 15% of Single Family and Multi-Family customers by 2008 or offer a program that is "at least as effective as" residential surveys. The District's incentive programs (Cash for Plants, artificial turfgrass and smart irrigation controllers) were at least as effective as strictly conducting residential surveys and thus, the District meets this BMP requirement. It was noted that the Model Ordinance affects only large landscapes and does not impact BMP1 as it is for residential surveys only.
 - BMP3: The target for system water loss is less than 10%. The District's water loss for FY07 was 4% and in FY08 it is 6%. The District's Strategic Plan Target is 5%. It was discussed that the water loss is mainly due to loss from older meters which slow down and do not register the full consumption amount. The District has been working on identifying and replacing such meters. The District's system is fairly new and does not experience many main breaks, as compared to older systems.
 - BMP4: Requires that all District connections be metered and a mixed meter retrofit program be developed. The District has metered all of its connections and indicated that it has a program (Section 27 of the District's Code of Ordinances) that is "at least as effective" as a mixed meter conversion program as the vast majority of the District's commercial meters with over an acre of landscape have been required to install separate irrigation meters. since 1990.
 - BMP5: The target of this BMP is to provide water budgets to 90% of the District's 1,813 irrigation only accounts, offer landscape surveys to at least 20% of

the District's commercial and institutional mixed use meters and implement a dedicated landscape meter retrofit program for mixed used meters or assigning water budgets to mixed use meters. The District has required the installation of dedicated irrigation meters on commercial parcels of an acre or more since 1990. Since June 2007, the District has required that new customers with at least 5,000 square feet of landscape install a dedicated irrigation meter. Staff also mentioned, that as highlighted in the 2009-11 Strategic Plan, they are in the midst of conducting a feasibility study involving its mixed use meters. The District's program is "at least as effective as" the coverage requirements of this BMP.

- o BMP6: Provide rebates for the purchase of high-efficiency clothes washers. The District has provided vouchers towards the purchase of a high-efficiency clothes washer since 1994. Otay customers have redeemed 6,146 vouchers since 1994 and the District is meeting the requirements of this BMP.
- o BMP9: Requires conservation programs for Commercial, Institutional and Industrial customers. The District is a little behind schedule on this BMP as the District's challenge, as a young agency, is that all new installations are already water efficient. There is a proposed change in the requirements of the BMP to either reduce consumption by 10% on a base year or encourage customers to reduce their usage by 10%. It was noted that most agencies are not meeting the requirements of this BMP, but should the BMP revisions be approved at next Wednesday's meeting, it will be easier for the District to meet the requirements of this BMP. It was noted that toilets consume the most water, followed by clothes washers and then showers.
- o BMP11: Requires that conservation pricing be implemented. The District will continue to comply with this BMP should the board adopt the proposed water rates at the December 15, 2008 board meeting. The proposed water rates encourages conservation through a pricing tiered structure based on consumption. The District implemented volumetric charges for its sewer customers in 2007.

- o BMP14: Requires the replacement of residential toilets at a rate greater than or equal to a retrofit-on-resale ordinance. In the past, the District was a little behind on this BMP. However, due to the proactive promotion of the ULFT program ending near the end of fiscal year 2007, the District is meeting the requirements of this BMP. It was discussed that much of the District has been moved over to ULFTs. However, toilets are getting more efficient and in 2014 there will be a new requirement to install the High Efficiency Toilets (30% more efficient than ULFTs) within new construction. Beginning January 1, 2009 rebate of \$100 would be provided for doing so- currently the rebate is \$200 for replacing a non-ULFT and \$30 to replace a ULFT. The committee discussed forwarding letters to commercial, industrial and management companies to encourage the installation of water efficient products such as ULFTs. Staff confirmed that CWA is working with both the Building Owners and Managers Association and the San Diego County Apartment Association to promote the incentive programs.

Following the discussion, the committee recommended that this item be agendized for presentation to the full board

Reported as of 11/2

Water Supply & Reuse

Reporting Unit:
Otay Water District

Year:
2007

Water Supply Source Information

Supply Source Name	Quantity (AF) Supplied	Supply Type
San Diego County Water Authority	41511.6	Imported
Ralph Chapman Recycled Water Facility	1263.1	Recycled
City of San Diego Southbay recycled	653.1	Recycled

Total AF: 43427.8

Reported as of 11/2

Accounts & Water Use

Reporting Unit Name: **Otay Water District** Form Status: **100% Complete** Year: **2007**

A. Service Area Population Information:

1. Total service area population 192000

B. Number of Accounts and Water Deliveries (AF)

Type	Metered		Unmetered	
	No. of Accounts	Water Deliveries (AF)	No. of Accounts	Water Deliveries (AF)
1. Single-Family	40637	21789.46	0	0
2. Multi-Family	3433	3751.04	0	0
3. Commercial	1147	2069.82	0	0
4. Industrial	0	0	0	0
5. Institutional	233	2259.85	0	0
6. Dedicated Irrigation	1773	9633.36	0	0
7. Recycled Water	0	0	0	0
8. Other	825	1734.92	0	0
9. Unaccounted	NA	2191.5	NA	0
Total	48048	43429.95	0	0
		Metered		Unmetered

BMP 01: Water Survey Programs for Single-Family and Multi-Family Residential Customers

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Implementation

- | | |
|--|------------|
| 1. Based on your signed MOU date, 09/04/1991, your Agency STRATEGY DUE DATE is: | 09/03/1993 |
| 2. Has your agency developed and implemented a targeting/marketing strategy for SINGLE-FAMILY residential water use surveys? | yes |
| a. If YES, when was it implemented? | 7/1/1995 |
| 3. Has your agency developed and implemented a targeting/marketing strategy for MULTI-FAMILY residential water use surveys? | yes |
| a. If YES, when was it implemented? | 7/1/1995 |

B. Water Survey Data

Survey Counts:	Single Family Accounts	Multi-Family Units
1. Number of surveys offered:	750	1
2. Number of surveys completed:	49	1

Indoor Survey:

- | | | |
|---|-----|-----|
| 3. Check for leaks, including toilets, faucets and meter checks | yes | yes |
| 4. Check showerhead flow rates, aerator flow rates, and offer to replace or recommend replacement, if necessary | yes | yes |
| 5. Check toilet flow rates and offer to install or recommend installation of displacement device or direct customer to ULFT replacement program, as necessary; replace leaking toilet flapper, as necessary | yes | yes |

Outdoor Survey:

- | | | |
|--|-----|----------|
| 6. Check irrigation system and timers | yes | yes |
| 7. Review or develop customer irrigation schedule | yes | yes |
| 8. Measure landscaped area (Recommended but not required for surveys) | yes | yes |
| 9. Measure total irrigable area (Recommended but not required for surveys) | yes | yes |
| 10. Which measurement method is typically used (Recommended but not required for surveys) | | Pacing |
| 11. Were customers provided with information packets that included evaluation results and water savings recommendations? | yes | yes |
| 12. Have the number of surveys offered and completed, survey results, and survey costs been tracked? | yes | yes |
| a. If yes, in what form are surveys tracked? | | database |

b. Describe how your agency tracks this information.

Honeywell tracks the surveys they completed in their database, beginning July 1 2004. They conducted the surveys listed above. The district maintains a spreadsheet that tracks the total number of surveys offered, completed for each fiscal year.

Surveys were promoted in conjunction with free smart controller offering.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? yes

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

CASH for plants and WBIC distribution programs. WBIC distribution: 128 WBICs distributed at 4 separate distribution events this fiscal year. Approximately 75% of the households who received a free WBIC also received an inspection to determine whether the smart controller was installed correctly. Cash for Plants program (turfgrass replacement with water-wise plants): this pilot program launched this fiscal year and two single family households completed their projects, involving 2,914 sq ft of turfgrass.

D. Comments

CWA's consultant was not set up to conduct MF surveys, so we focused our efforts on offering residential surveys for single family customers. However, we did conduct one multi-family audit this fiscal year, involving a 50 unit complex. We went into 5 of the 50 units during the survey.

Reported as of 11/2

BMP 02: Residential Plumbing RetrofitReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2007**A. Implementation**

1. Is there an enforceable ordinance in effect in your service area requiring replacement of high-flow showerheads and other water use fixtures with their low-flow counterparts? no

a. If YES, list local jurisdictions in your service area and code or ordinance in each:

2. Has your agency satisfied the 75% saturation requirement for single-family housing units? yes

3. Estimated percent of single-family households with low-flow showerheads: 75%

4. Has your agency satisfied the 75% saturation requirement for multi-family housing units? yes

5. Estimated percent of multi-family households with low-flow showerheads: 75%

6. If YES to 2 OR 4 above, please describe how saturation was determined, including the dates and results of any survey research.

The San Diego County Water Authority and its member agencies distributed over 550,000 showerheads between 1991 and 2002. The average rate of natural replacement is 4.0%, while housing demolition is 0.5%. And, effective January 1, 1994 showerheads manufactured in the United States must be 2.5 gpm maximum. Data from the 01/02 Residential Survey Program showed a 80-95% home saturation. The Otay Water District is one of five agencies within the San Diego County that will be participating in an upcoming (beginning late FY 07) California Single-Family Residential Water Efficiency Study.

B. Low-Flow Device Distribution Information

1. Has your agency developed a targeting/ marketing strategy for distributing low-flow devices? yes

a. If YES, when did your agency begin implementing this strategy? 1/1/1992

b. Describe your targeting/ marketing strategy.

Over 550,000 showerheads have been distributed in the region to date. Marketing that has been done in the San Diego region includes the following: residential survey distribution, direct distribution to customers (lobby counter), distribution at community events, by customer request and distribution at CBO events. In addition, this fiscal year, the Otay Water District distributed 444 showerheads to customers who came in to pay their bills or who visited our agency booth at an outreach event. As part of the District's efforts to market the end of the residential toilet voucher program, letters were sent to all of the District's older residential customers. This letter also promoted the availability of free 2 gpm showerheads and customers responded to this letter. The average rate of natural replacement is 4% while housing demolition is .5%. Since January 1, 1994 showerheads manufactured in the USA must be in compliance with the 2.5 gpm maximum flow rate. Data gathered from the Residential Survey Program showed a 80-95% saturation of low flow

showerheads in homes surveyed.

Low-Flow Devices Distributed/ Installed	SF Accounts	MF Units
2. Number of low-flow showerheads distributed:	444	0
3. Number of toilet-displacement devices distributed:	0	0
4. Number of toilet flappers distributed:	0	0
5. Number of faucet aerators distributed:	0	0
6. Does your agency track the distribution and cost of low-flow devices?		yes
a. If YES, in what format are low-flow devices tracked?		Spreadsheet
b. If yes, describe your tracking and distribution system :		

The San Diego County Water Authority documented distribution in the region in a spreadsheet by region, rather than by specific member agency. The District began tracking the distribution of showerheads it personally distributed beginning in FY 02.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

We distribute 2.0 gpm showerheads. In addition, a large portion of our service area was built after 1992.

Reported as of 11/2

BMP 03: System Water Audits, Leak Detection and RepairReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2007**A. Implementation**

- | | |
|--|---------|
| 1. Does your agency own or operate a water distribution system? | yes |
| 2. Has your agency completed a pre-screening system audit for this reporting year? | yes |
| 3. If YES, enter the values (AF/Year) used to calculate verifiable use as a percent of total production: | |
| a. Determine metered sales (AF) | 41275.9 |
| b. Determine other system verifiable uses (AF) | 263.3 |
| c. Determine total supply into the system (AF) | 43390.8 |
| d. Using the numbers above, if (Metered Sales + Other Verifiable Uses) / Total Supply is < 0.9 then a full-scale system audit is required. | 0.96 |
| 4. Does your agency keep necessary data on file to verify the values entered in question 3? | yes |
| 5. Did your agency complete a full-scale audit during this report year? | no |
| 6. Does your agency maintain in-house records of audit results or completed AWWA M36 audit worksheets for the completed audit which could be forwarded to CUWCC? | yes |
| 7. Does your agency operate a system leak detection program? | yes |
| a. If yes, describe the leak detection program: | |

Leak detection is based on purchased vs. sales, physical observations of wet spots, mainflushing load contents, and field staff calls. Otay staff calls in American Leak Detection Service depending upon the urgency or the staffing. B. Survey Data

B. Survey Data

- | | |
|--|------|
| 1. Total number of miles of distribution system line. | 1041 |
| 2. Number of miles of distribution system line surveyed. | 6.1 |

C. "At Least As Effective As"

- | | |
|--|----|
| 1. Is your agency implementing an "at least as effective as" variant of this BMP? | No |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

D. Comments

A3b-"other" includes Otay water district meters, work orders and unbilled water usage B1: now includes laterals. Normally we do not include this number in our official number of miles of distribution system line.

Voluntary Questions (Not used to calculate compliance)**E. Volumes**

	Estimated	Verified
1. Volume of raw water supplied to the system:		
2. Volume treated water supplied into the system:		
3. Volume of water exported from the system:	0	
4. Volume of billed authorized metered consumption:	0	0
5. Volume of billed authorized unmetered consumption:	0	0
6. Volume of unbilled authorized metered consumption:	0	0
7. Volume of unbilled authorized unmetered consumption:	0	0

F. Infrastructure and Hydraulics

1. System input (source or master meter) volumes metered at the entry to the:		Distribution System
2. How frequently are they tested and calibrated?		6
3. Length of mains:		
4. What % of distribution mains are rigid pipes (metal, ac, concrete)?	0	0
5. Number of service connections:		
6. What % of service connections are rigid pipes (metal)?	0	0
7. Are residential properties fully metered?		yes
8. Are non-residential properties fully metered?		yes
9. Provide an estimate of customer meter under-registration:		
10. Average length of customer service line from the main to the point of the meter:	30	
11. Average system pressure:		115
12. Range of system pressures:		From 30 to 225
13. What percentage of the system is fed from gravity feed?		36
14. What percentage of the system is fed by pumping and re-pumping?		64

G. Maintenance Questions

1. Who is responsible for providing, testing, repairing and replacing customer meters?		Utility
2. Does your agency test, repair and replace your meters on a regular timed schedule?		yes
a. If yes, does your agency test by meter size or customer category?:		Meter Size
b. If yes to meter size, please provide the frequency of testing by meter size:		
Less than or equal to 1"		
1.5" to 2"		
3" and Larger		
c. If yes to customer category, provide the frequency of testing by		

customer category:

SF residential

MF residential

Commercial

Industrial & Institutional

3. Who is responsible for repairs to the customer lateral or customer service line?	Utility
4. Who is responsible for service line repairs downstream of the customer meter?	Utility
5. Does your agency proactively search for leaks using leak survey techniques or does your utility reactively repair leaks which are called in, or both?	Leak Survey Techniques
6. What is the utility budget breakdown for:	
Leak Detection	\$
Leak Repair	\$
Auditing and Water Loss Evaluation	\$
Meter Testing	\$ 0

H. Comments

We are a working through the possibility of testing of all of the District's 3" and larger meters. Now, we are working to develop a testing program. We prioritize based upon consumption and attempted to test those first.

BMP 04: Metering with Commodity Rates for all New Connections and Retrofit of Existing

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Implementation

- 1. Does your agency have any unmetered service connections? No
 - a. If YES, has your agency completed a meter retrofit plan?
 - b. If YES, number of previously unmetered accounts fitted with meters during report year:
- 2. Are all new service connections being metered and billed by volume of use? Yes
- 3. Are all new service connections being billed volumetrically with meters? Yes
- 4. Has your agency completed and submitted electronically to the Council a written plan, policy or program to test, repair and replace meters? Yes
- 5. Please fill out the following matrix:

Account Type	Number of Metered Accounts	Number of Metered Accounts Read	Number of Metered Accounts Billed by Volume	Billing Frequency Per Year	Number of Volume Estimates
a. Single Family	40637	40637	40637	12	0
b. Multi-Family	3433	3433	3433	12	0
c. Commercial	1147	1147	1147	12	0
d. Industrial	0	0	0	0	0
e. Institutional	233	233	233	12	0
f. Landscape Irrigation	1773	1773	1773	12	0

B. Feasibility Study

- 1. Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters? no
 - a. If YES, when was the feasibility study conducted? (mm/dd/yy)
 - b. Describe the feasibility study:
- 2. Number of CII accounts with mixed-use meters: 422
- 3. Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. 0

C. "At Least As Effective As"

- 1. Is your agency implementing an "at least as effective as" variant of this BMP? yes
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."
 Since 1990 we have required dedicated irrigation meters for commercial accounts. We recently contacted all of our mixed use accounts and are finding that the vast majority of the 422 accounts noted above as "mixed"

have less than 5,000 square feet of landscape and it would not be cost effective for the District or for the customer to retrofit to a dedicated irrigation meter. However, we are examining a number of sites to determine if they might be candidates for recycled water should we expand our recycled water system.

D. Comments

Reported as of 11/2

BMP 05: Large Landscape Conservation Programs and Incentives

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Water Use Budgets

- | | |
|--|-------|
| 1. Number of Dedicated Irrigation Meter Accounts: | 1773 |
| 2. Number of Dedicated Irrigation Meter Accounts with Water Budgets: | 1773 |
| 3. Budgeted Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 15499 |
| 4. Actual Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 9633 |
| 5. Does your agency provide water use notices to accounts with budgets each billing cycle? | yes |

B. Landscape Surveys

- | | |
|--|-----------|
| 1. Has your agency developed a marketing / targeting strategy for landscape surveys? | yes |
| a. If YES, when did your agency begin implementing this strategy? | 8/10/1990 |
| b. Description of marketing / targeting strategy: | |

The Water Authority in partnership with the District and its other member agencies developed a number of new programs including a voucher program for "smart" irrigation controllers and mini-grants for improving the irrigation efficiency. The programs were marketed to all of the district's 1692 landscape accounts but specifically to accounts who had already received a large landscape survey (previously called PALM surveys). There was limited funding for large landscape surveys this fiscal year. The programs were marketed through direct mail as well as on the water bills. Staff also called a number of the district's largest landscape accounts to explain the program and there was cross marketing from the district's pilot Cash for Plants turfgrass retrofit program. The pilot Cash for Plants program ran through December of 2005.

- | | |
|---|-----|
| 2. Number of Surveys Offered during reporting year. | 750 |
| 3. Number of Surveys Completed during reporting year. | 3 |
| 4. Indicate which of the following Landscape Elements are part of your survey: | |
| a. Irrigation System Check | yes |
| b. Distribution Uniformity Analysis | yes |
| c. Review / Develop Irrigation Schedules | yes |
| d. Measure Landscape Area | yes |
| e. Measure Total Irrigable Area | yes |
| f. Provide Customer Report / Information | yes |
| 5. Do you track survey offers and results? | yes |
| 6. Does your agency provide follow-up surveys for previously completed surveys? | yes |

a. If YES, describe below:

The consultant contacts the customer approximately three to six months after a full audit was completed, to discuss implementation of the recommendations. The consultant records changes and improvement in the site's condition. Photos may be taken documenting improvements. If significant changes have been made at the site, the consultant performs a distribution uniformity check to verify changes and assist the customer in improving recommendations. The auditor provides a brief, written summary of the follow-up audit.

C. Other BMP 5 Actions

- 1. An agency can provide mixed-use accounts with ETo-based landscape budgets in lieu of a large landscape survey program. Does your agency provide mixed-use accounts with landscape budgets? no
- 2. Number of CII mixed-use accounts with landscape budgets. 0
 - Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. (From BMP 4 report) 0
 - Total number of change-outs from mixed-use to dedicated irrigation meters since Base Year.
- 3. Do you offer landscape irrigation training? yes
- 4. Does your agency offer financial incentives to improve landscape water use efficiency? yes

Type of Financial Incentive:	Budget (Dollars/Year)	Number Awarded to Customers	Total Amount Awarded
a. Rebates	0	19	6536.5
b. Loans	0	0	0
c. Grants	12000	9	5653.5

- 5. Do you provide landscape water use efficiency information to new customers and customers changing services? yes

a. If YES, describe below:

Yes, new customers are required by Otay's planning department to provide square footage of landscaped area and receive notice of the Water Efficient Irrigation Ordinance and monthly allocation. On changing services, they are notified by Customer Service or Water Conservation of the allocation and banking system. Surveyed account info kept in file and tracked. If consumption history shows no improvement within 6 months, a review and/or second survey is recommended to customer.

- 6. Do you have irrigated landscaping at your facilities? yes
 - a. If yes, is it water-efficient? yes
 - b. If yes, does it have dedicated irrigation metering? no
- 7. Do you provide customer notices at the start of the irrigation season? yes
- 8. Do you provide customer notices at the end of the irrigation season? yes

D. "At Least As Effective As"

- 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? yes
 - a. If YES, please explain in detail how your implementation of this BMP

differs from Exhibit 1 and why you consider it to be "at least as effective as."

On October 17, 1990 the Otay Water District passed Ordinance No. 367 which mandated the installation of a separate landscape meter on commercial or industrial properties if they are located on a parcel of land an acre or more in size. Then in December of 1993, the District approved Ordinance No. 424 allowing commercial customers who obtained a single water meter to October 1990 to obtain a second meter for indoor use without paying water capacity fees if the additional meter is solely for the purpose of isolating current indoor water use from that used for outdoor landscaping. The landscape meter requirement is found in Section 27 of the District's Code of Ordinances. 6: The District installed three water "smart" irrigation controllers around its offices this fiscal year.

E. Comments

The District offers large landscape surveys on a monthly basis to accounts that exceed their historic water budget. Approximately half of the District's irrigation only customers were contacted and offered this service. 2 surveys were conducted by Honeywell and 1 by Otay staff, for Balboa Thrift and Loan. 4.A: Cash for Plants rebate provided to Jamacha Park HOA.

Reported as of 11/2

BMP 06: High-Efficiency Washing Machine Rebate Programs

Reporting Unit:
Otay Water District

BMP Form Status:
100% Complete

Year:
2007

A. Coverage Goal

	Single Family	Multi-Family
1. Number of residential dwelling units in the agency service area.	40,866	12,422
2. Coverage Goal =	= 4,093 Points	

B. Implementation

1. Does your agency offer rebates for **residential** high-efficiency washers? yes

HEW Water Factor	Number of Financial Incentives Issued	Total Value of Financial Incentives			TOTAL	POINTS AWARDED
		Retail Water Agency	Wholesaler/ Grants (if applicable)	Energy Utility (if applicable)		
2. Greater than 8.5 but not exceeding 9.5 (1 point)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
3. Greater than 6.0 but not exceeding 8.5 (2 points)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
4. Less than or equal to 6.0 (3 points)	780	\$ 18,720	\$ 104,520	\$ 39,000	\$ 162,240	2340
<hr/>						
TOTALS:	780	\$ 18,720	\$ 104,520	\$ 39,000	\$ 162,240	2,340

C. Past Credit Points

For HEW incentives issued before July 1, 2004, select ONE of the following TWO options:

- Method One: Points based on HEW Water Factor
- Method Two: Agency earns 1 point for each HEW.

Method Two: Agency earns 1 point for each HEW

	Number of Financial Incentives Issued	Total Value of Water Agency Financial Incentives	POINTS AWARDED
4. Total HEWs installed	2053	\$ 256,375	2053

PAST CREDIT

TOTALS: 2053 \$ 256,375 2,053

D. Rebate Program Expenditures

- 1. Average or Estimated Administration and Overhead \$ 18,720
- 2. Is the financial incentive offered per HEW at least equal to the marginal benefits of the water savings per HEW? yes

E. "At Least As Effective As"

- 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

F. Comments

Reported as of 11/2

BMP 07: Public Information Programs

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Implementation

1. How is your public information program implemented?
 Wholesaler and retailer both materially participate in program
 Which wholesaler(s)?
 San Diego County Water Authority

2. Describe the program and how it's organized:
 Otay's water conservation division promotes and educates customers about its water conservation and school education programs with help from the District's Public Information Officer. The District regularly promotes water conservation and seeks to educate its customers about waterwise landscaping principals, as well as to encourage them to participate in voucher programs. The District is active in a number of large public outreach events including the City of Chula Vista's Cinco de Mayo (May) and Lemon Festival (August), Bonita Festival (September), and events held at the Water Conservation Garden such as it's California Friendly Gardening Festival (October), its California Friendly Plant Sale (March) and its Spring Garden Festival (May). The District also promotes the California Friendly Landscape Contest, which started in Otay in 2003 and expanded to include 12 of the 23 CWA member agencies in FY 2007. Winners are highlighted at the Spring Garden Festival each May and prizes are awarded to the winners. Signs announcing that the landscape is a winner is displayed and agency websites along with the contest website (www.landscapecontest.com) highlight the winners and outline the process. The District also regularly encourages its customers to visit the Water Conservation Garden, which it built in cooperation with the Helix Water District and Cuyamaca College in 1999. The District regularly encourages its customers to attend residential and professional landscape classes at the Garden through its webpage, messages on the bill, bill inserts and distribution of class flyers at outreach events.

3. Indicate which and how many of the following activities are included in your public information program:

Public Information Program Activity in Retail Service Area	Yes/No	Number of Events
a. Paid Advertising	yes	51
b. Public Service Announcement	yes	2
c. Bill Inserts / Newsletters / Brochures	yes	7
d. Bill showing water usage in comparison to previous year's usage	yes	
e. Demonstration Gardens	yes	3
f. Special Events, Media Events	yes	0
g. Speaker's Bureau	yes	12
h. Program to coordinate with other government agencies, industry and public interest groups and media	yes	

B. Conservation Information Program Expenditures

1. Annual Expenditures (Excluding Staffing) 15400

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" No

variant of this BMP?

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

3a. There were 9 paid ads in the Homescape section of the San Diego Union Tribune, the SD Horticultural Society Magazine, the SD CLCA newsletter, the Garden Compass Magazine and 42 radio ad spots on KLSD, KPBS and KFMB. b. PSA was written and distributed promoting the new technologies and clothes washer give-away at the May 2007 Spring Garden Festival. c. Includes four newsletters, two bill inserts, Welcome to Otay brochure, and new California Friendly Landscape brochure that emphasizes water-wise landscape designs. In addition, it includes promotion of the California Friendly Landscape Contest. e. Includes the Spring and Fall Festival at the Garden and the first ever California Friendly Plant Sale at the Garden in March of 2007. G. B1: includes budget for giveaway items such as magnets, stress balls, bill inserts, brochures, graphic design services, advertising, but does not include Otay's \$80,000 annual contribution to the Water Conservation Garden toward their O & M expenses.

Reported as of 11/2

BMP 08: School Education Programs

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Implementation

1. How is your public information program implemented?

Wholesaler and retailer both participate in program

Which wholesaler(s)?

San Diego County Water Authority

2. Please provide information on your region-wide school programs (by grade level):

Grade	Are grade-appropriate materials distributed?	No. of class presentations	No. of students reached	No. of teachers' workshops
Grades K-3rd	yes	33	1804	1
Grades 4th-6th	yes	6	281	1
Grades 7th-8th	yes	0	0	0
High School	yes	0	0	0

4. Did your Agency's materials meet state education framework requirements? yes

5. When did your Agency begin implementing this program? 9/9/1990

B. School Education Program Expenditures

1. Annual Expenditures (Excluding Staffing) 13061.05

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Teacher workshops are open to grades K-12 and conducted at least once a year in partnership with our neighboring water agencies, but indicated just once above. A.2: Presentations include school tours conducted at the Water Conservation Garden as well as kits used by teachers in the classroom on water cycle, water pollution and water conservation. The District funds tours to the Garden for schools within its service area, 1/2 the cost of Splash Labs and School site Gardens or expenses for a water related project. This fiscal year, the District funded two school site gardens. B.1: Reflects expenditures for FY 07.

Reported as of 11/2

BMP 09: Conservation Programs for CII AccountsReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2007**A. Implementation**

- | | |
|--|-----|
| 1. Has your agency identified and ranked COMMERCIAL customers according to use? | yes |
| 2. Has your agency identified and ranked INDUSTRIAL customers according to use? | yes |
| 3. Has your agency identified and ranked INSTITUTIONAL customers according to use? | yes |

Option A: CII Water Use Survey and Customer Incentives Program

4. Is your agency operating a CII water use survey and customer incentives program for the purpose of complying with BMP 9 under this option? If so, please describe activity during reporting period: no

CII Surveys	Commercial Accounts	Industrial Accounts	Institutional Accounts
a. Number of New Surveys Offered	1	0	0
b. Number of New Surveys Completed	1	0	0
c. Number of Site Follow-ups of Previous Surveys (within 1 yr)	0	0	0
d. Number of Phone Follow-ups of Previous Surveys (within 1 yr)	3	0	
CII Survey Components	Commercial Accounts	Industrial Accounts	Institutional Accounts
e. Site Visit	no	no	no
f. Evaluation of all water-using apparatus and processes	no	no	no
g. Customer report identifying recommended efficiency measures, paybacks and agency incentives	no	no	no
Agency CII Customer Incentives	Budget (\$/Year)	# Awarded to Customers	Total \$ Amount Awarded
h. Rebates	6000	73	1110
i. Loans	0	0	0
j. Grants	15000	0	0
k. Others	10000	0	0

Option B: CII Conservation Program Targets

- 5. Does your agency track CII program interventions and water savings for the purpose of complying with BMP 9 under this option? yes
- 6. Does your agency document and maintain records on how savings were realized and the method of calculation for estimated savings? yes

7. **System Calculated** annual savings (AF/yr):

CII Programs	# Device Installations
a. Ultra Low Flush Toilets	52
b. Dual Flush Toilets	0
c. High Efficiency Toilets	0
d. High Efficiency Urinals	0
e. Non-Water Urinals	0
f. Commercial Clothes Washers (coin-op only; not industrial)	21
g. Cooling Tower Controllers	0
h. Food Steamers	0
i. Ice Machines	0
j. Pre-Rinse Spray Valves	0
k. Steam Sterilizer Retrofits	0
l. X-ray Film Processors	0

8. **Estimated** annual savings (AF/yr) from agency programs not including the devices listed in Option B. 7., above:

CII Programs	Annual Savings (AF/yr)
a. Site-verified actions taken by agency:	
As noted in the FY 06 report, a leak was found at Bailey Detention Facility during the audit funded by both Otay and CWA and quickly fixed. It was estimated to be losing 2.6 million gallons per year (8AFY). The repair was made in FY 06.	8
b. Non-site-verified actions taken by agency:	0

B. Conservation Program Expenditures for CII Accounts

	This Year	Next Year
1. Budgeted Expenditures	31000	2000
2. Actual Expenditures	1110	

C. "At Least As Effective As"

- 1. Is your agency implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

We conducted a commercial indoor/outdoor water survey for Balboa Thrift & Loan in the second quarter of this fiscal year. As a result, the customer received one of the smart controllers we were distributing and replaced two of their older toilets with ULFTs. 4.J: This FY, we budgeted an additional \$15000 for CII incentives to be provided to the customer in addition to MWD's process improvement program incentive. 4.k: In addition, we also budgeted \$10,000 to fund additional CII audits.

Reported as of 11/2

BMP 11: Conservation PricingReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2007**A. Implementation****Water Service Rate Structure Data by Customer Class****1. Single Family Residential**

a. Rate Structure	Increasing Block
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 19,749,260
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 7,380,047

2. Multi-Family Residential

a. Rate Structure	Increasing Block
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,589,960
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 446,913

3. Commercial

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,131,964
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 2

4. Industrial

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 0
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 0

5. Institutional / Government

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,088,830
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 223,932

6. Dedicated Irrigation (potable)

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 4,709,077
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 819,826

7. Recycled-Reclaimed

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 3,294,170

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 335,063

8. Raw

a. Rate Structure Service Not Provided

b. Total Revenue from Commodity Charges (Volumetric Rates) \$ 0

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 0

9. Other

a. Rate Structure Uniform

b. Total Revenue from Commodity Charges (Volumetric Rates) \$ 1,215,312

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 432,426

B. Implementation Options

Select Either Option 1 or Option 2:

1. Option 1: Use Annual Revenue As Reported

$V/(V+M) \geq 70\%$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

Selected

2. Option 2: Use Canadian Water & Wastewater Association Rate Design Model

$V/(V+M) \geq V'/(V'+M')$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

V' = The uniform volume rate based on the signatory's long-run incremental cost of service

M' = The associated meter charge

a. If you selected Option 2, has your agency submitted to the Council a completed Canadian Water & Wastewater Association rate design model?

No

b. Value for V' (uniform volume rate based on agency's long-run incremental cost of service) as determined by the Canadian Water & Wastewater Association rate design model:

c. Value for M' (meter charge associated with V' uniform volume rate) as determined by the Canadian Water & Wastewater Association rate design model:

C. Retail Wastewater (Sewer) Rate Structure Data by Customer Class

1. Does your agency provide sewer service? (If YES, answer questions 2 - 7 below, else continue to section D.) yes

2. Single Family Residential

a. Sewer Rate Structure Uniform

b. Total Annual Revenue \$ 1,714,190

c. Total Revenue from Commodity Charges (Volumetric Rates) \$ 1,714,190

3. Multi-Family Residential

- a. Sewer Rate Structure Uniform
- b. Total Annual Revenue \$ 518,976
- c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 518,976

4. Commercial

- a. Sewer Rate Structure Uniform
- b. Total Annual Revenue \$ 158,535
- c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 158,535

5. Industrial

- a. Sewer Rate Structure Service Not Provided
- b. Total Annual Revenue \$ 0
- c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 0

6. Institutional / Government

- a. Sewer Rate Structure Uniform
- b. Total Annual Revenue \$ 139,811
- c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 139,811

7. Recycled-reclaimed water

- a. Sewer Rate Structure Service Not Provided
- b. Total Annual Revenue \$ 0
- c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 0

D. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

Reported as of 11/2

BMP 12: Conservation Coordinator

Reporting Unit:	BMP Form Status:	Year:
Otay Water District	100% Complete	2007

A. Implementation

1. Does your Agency have a conservation coordinator? yes
2. Is a coordinator position supplied by another agency with which you cooperate in a regional conservation program ? no
 - a. Partner agency's name:
3. If your agency supplies the conservation coordinator:
 - a. What percent is this conservation coordinator's position? 100%
 - b. Coordinator's Name William Granger
 - c. Coordinator's Title Water Conservation Manager
 - d. Coordinator's Experience in Number of Years 13 years experience developing and managing water conservation programs
 - e. Date Coordinator's position was created (mm/dd/yyyy) 3/28/1991
4. Number of conservation staff (FTEs), including Conservation Coordinator. 2

B. Conservation Staff Program Expenditures

- | | |
|--|-----------|
| 1. Staffing Expenditures (In-house Only) | 212180.18 |
| 2. BMP Program Implementation Expenditures | 192684.41 |

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? no
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

B2: Includes the District's agreed upon cost-share of the Water Conservation Garden's Operations and Maintenance Budget, which is strongly supported by the District and reported under BMP 7.

Reported as of 11/2

BMP 13: Water Waste Prohibition

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Requirements for Documenting BMP Implementation

1. Is a water waste prohibition ordinance in effect in your service area? yes

a. If YES, describe the ordinance:

Section 39 of the Otay Water District Code of Ordinances outlines the District's Conservation and Water Shortage Response Program. Section 39.02 states that "available water resources be put to maximum beneficial use to the extent to which they are capable; that the waste or unreasonable use, or unreasonable method of use of water be prevented; and that the conservation of such water be encouraged with a view to the maximum reasonable and beneficial use thereof in the interests of the residents of the District and for the public welfare."

2. Is a copy of the most current ordinance(s) on file with CUWCC? yes

a. List local jurisdictions in your service area in the first text box and water waste ordinance citations in each jurisdiction in the second text box:

The eastern portions (east of 805) of the City of Chula Vista and portions of unincorporated areas of San Diego County, including Spring Valley, Rancho San Diego, Bonita, Jamul, El Cajon and Otay Mesa, served by the County of San Diego.

District Rules and Regulations for Water Conservation, revised on 12/7/2005. Both the City of Chula Vista and the County of San Diego adopted landscape ordinances in the early 1990s.

B. Implementation

1. Indicate which of the water uses listed below are prohibited by your agency or service area.

- | | |
|--|-----|
| a. Gutter flooding | yes |
| b. Single-pass cooling systems for new connections | yes |
| c. Non-recirculating systems in all new conveyor or car wash systems | yes |
| d. Non-recirculating systems in all new commercial laundry systems | yes |
| e. Non-recirculating systems in all new decorative fountains | yes |
| f. Other, please name | |
| As per Section 39.05 C, "Customers are required to repair all water leaks within 48 hours of knowledge that a leak exists", and "39.05 D "Water shall not be used to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas except to alleviate immediate safety or sanitation hazards | yes |

2. Describe measures that prohibit water uses listed above:

The following measures apply at all times as per Section 39.05 of the District's Code of Ordinances: (a) At no time shall water be wasted or used unreasonably, (b) Water shall not be allowed to leave the customer's property by drainage onto adjacent properties or public or

private roadways or streets due to excessive irrigation and/or neglect, (c) Customers shall be required to repair all water leaks within 48 hours of knowledge that a leak exists, (d) water shall not be used to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas except to alleviate immediate safety or sanitation hazards, (e) Lawn watering or irrigation, other than by hand or drip methods, is prohibited except between the hours of 4:00 p.m. and 9:00 a.m. the following morning. New plantings and newly seeded areas are exempt from these limits for 30 days, (f) The use of hand-held hose for spraying, lawn watering, vehicle washing or structure washing is prohibited without an automatic shut-off nozzle. The following measures apply during Stage 2 and above: (a) No non-residential fountains shall be operated unless reclaimed water is used, (b) Restaurants shall not serve water to their customers except when specifically requested. During Stages 4 and above: No filling, refilling, or adding to artificial ponds or lakes shall be permitted unless reclaimed water is used

Water Softeners:

3. Indicate which of the following measures your agency has supported in developing state law:

- | | |
|--|-----|
| a. Allow the sale of more efficient, demand-initiated regenerating DIR models. | yes |
| b. Develop minimum appliance efficiency standards that: | |
| i.) Increase the regeneration efficiency standard to at least 3,350 grains of hardness removed per pound of common salt used. | yes |
| ii.) Implement an identified maximum number of gallons discharged per gallon of soft water produced. | yes |
| c. Allow local agencies, including municipalities and special districts, to set more stringent standards and/or to ban on-site regeneration of water softeners if it is demonstrated and found by the agency governing board that there is an adverse effect on the reclaimed water or groundwater supply. | yes |

4. Does your agency include water softener checks in home water audit programs? yes

5. Does your agency include information about DIR and exchange-type water softeners in educational efforts to encourage replacement of less efficient timer models? yes

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

We do not have enforcement capability with regard to this ordinance. Also, while we personally conduct a limited number of residential surveys, we always look for or ask if the customer has a water softener and whether it is an "on-demand" unit or on a timer.

Reported as of 11/2

BMP 14: Residential ULFT Replacement Programs

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2007**

A. Implementation

Number of Non-Efficient Toilets Replaced With 1.6 gpf Toilets During Report Year

	Single-Family Accounts	Multi-Family Units
1. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
2. Rebate	947	90
3. Direct Install	0	0
4. CBO Distribution	0	0
5. Other	0	0
Total	947	90

Number of Non-Efficient Toilets Replaced With 1.28 gpf High-Efficiency Toilets (HETs) During Report Year

	Single-Family Accounts	Multi-Family Units
6. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
7. Rebate	162	12
8. Direct Install	0	0
9. CBO Distribution	0	0
10. Other	0	0
Total	162	12

Number of Non-Efficient Toilets Replaced With 1.2 gpf HETs (Dual-Flush) During Report Year

	Single-Family Accounts	Multi-Family Units
11. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	no	no
Replacement Method	SF Accounts	MF Units
12. Rebate	136	16
13. Direct Install	0	0
14. CBO Distribution	0	0

15. Other	0	0	
Total		136	16

16. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for single-family residences.

Though this program, residential customers of participating water agencies are offered a voucher redeemable for up to \$75 off the purchase price of an approved ultra-low-flush toilet (ULFT) and \$165 for an approved HET and dual-flush toilets. The voucher is a point-of-purchase discount only. No after-purchase rebates are available. For a limited time, there was a \$265 voucher available for HETs installed. The Voucher Incentive Program has extensive marketing outreach through home improvements stores and plumbing supply stores.

17. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for multi-family residences.

Though this program, residential customers of participating water agencies are offered a voucher redeemable for up to \$75 off the purchase price of an approved ultra-low-flush toilet (ULFT) and \$165 for an approved HET and dual-flush toilets. For a limited time, there was a \$265 voucher available for HETs installed. The voucher is a point-of-purchase discount only. No after-purchase rebates are available. The Voucher Incentive Program has extensive marketing outreach through home improvements stores and plumbing supply stores.

18. Is a toilet retrofit on resale ordinance in effect for your service area? no

19. List local jurisdictions in your service area in the left box and ordinance citations in each jurisdiction in the right box:

B. Residential ULFT Program Expenditures

1. Estimated cost per replacement: \$ 24

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Reported as of 11/2

Water Supply & Reuse

Reporting Unit:
Otay Water District

Year:
2008

Water Supply Source Information

Supply Source Name	Quantity (AF) Supplied	Supply Type
CWA Purchased	38429.9	Imported
Ralph Chapman Recycled Water Facility	1235.6	Recycled
Clty of San Diego Southbay recycled water	3595.4	Recycled

Total AF: 43260.9

Reported as of 11/2

Accounts & Water Use

Reporting Unit Name:

Form Status:

Year:

Otay Water District**100% Complete****2008****A. Service Area Population Information:**

1. Total service area population 191500

B. Number of Accounts and Water Deliveries (AF)

Type	Metered		Unmetered	
	No. of Accounts	Water Deliveries (AF)	No. of Accounts	Water Deliveries (AF)
1. Single-Family	40700	21016.15	0	0
2. Multi-Family	3432	3835.14	0	0
3. Commercial	1185	2144.07	0	0
4. Industrial	0	0	0	0
5. Institutional	231	2124.12	0	0
6. Dedicated Irrigation	1813	9743.23	0	0
7. Recycled Water	0	0	0	0
8. Other	858	1990.98	0	0
9. Unaccounted	NA	2407.4	NA	0
Total	48219	43261.09	0	0
	Metered		Unmetered	

Reported as of 11/2

BMP 01: Water Survey Programs for Single-Family and Multi-Family Residential Customers

Reporting Unit:
Otay Water District

BMP Form Status:
100% Complete

Year:
2008

A. Implementation

- | | |
|--|------------|
| 1. Based on your signed MOU date, 09/04/1991, your Agency STRATEGY DUE DATE is: | 09/03/1993 |
| 2. Has your agency developed and implemented a targeting/marketing strategy for SINGLE-FAMILY residential water use surveys? | yes |
| a. If YES, when was it implemented? | 7/1/1995 |
| 3. Has your agency developed and implemented a targeting/marketing strategy for MULTI-FAMILY residential water use surveys? | yes |
| a. If YES, when was it implemented? | 7/1/1995 |

B. Water Survey Data

Survey Counts:	Single Family Accounts	Multi-Family Units
1. Number of surveys offered:	1900	300
2. Number of surveys completed:	89	0

Indoor Survey:

- | | | |
|---|-----|-----|
| 3. Check for leaks, including toilets, faucets and meter checks | yes | yes |
| 4. Check showerhead flow rates, aerator flow rates, and offer to replace or recommend replacement, if necessary | yes | yes |
| 5. Check toilet flow rates and offer to install or recommend installation of displacement device or direct customer to ULFT replacement program, as necessary; replace leaking toilet flapper, as necessary | yes | yes |

Outdoor Survey:

- | | | |
|--|-----|----------------|
| 6. Check irrigation system and timers | yes | yes |
| 7. Review or develop customer irrigation schedule | yes | yes |
| 8. Measure landscaped area (Recommended but not required for surveys) | yes | yes |
| 9. Measure total irrigable area (Recommended but not required for surveys) | yes | yes |
| 10. Which measurement method is typically used (Recommended but not required for surveys) | | Odometer Wheel |
| 11. Were customers provided with information packets that included evaluation results and water savings recommendations? | yes | yes |
| 12. Have the number of surveys offered and completed, survey results, and survey costs been tracked? | yes | yes |
| a. If yes, in what form are surveys tracked? | | spreadsheet |

b. Describe how your agency tracks this information.

Beginning in the 2nd quarter of this FY, Otay began conducting these surveys and maintaining a spreadsheet with the data collected during the surveys.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? yes

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

Cash for Plants, Residential Artificial Turfgrass and WBIC rebate. WBIC rebate: (32 rebates- sent out mailers (oversized 6" x 9" postcards to 12,000 customers (top 15%). Staff inspected 100% of the sites who received a smart controller rebate. AT rebate: 24,000 sq ft of turfgrass replaced through this program. District conducted pre and post retrofit inspections for all 20 single family sites. Cash for Plants (turfgrass replacement program with water-wise plants): 9 single family customers replaced a total of 13,545 square ft of existing irrigated turfgrass with water-wise plants.

D. Comments

Surveys were conducted either by staff or by a staff trained intern. We did a mailing in November and December of 2007 to our multi-family customers and advertising free showerheads and surveys and end of the toilet voucher program.

Reported as of 11/2

BMP 02: Residential Plumbing RetrofitReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2008**A. Implementation**

1. Is there an enforceable ordinance in effect in your service area requiring replacement of high-flow showerheads and other water use fixtures with their low-flow counterparts? no

a. If YES, list local jurisdictions in your service area and code or ordinance in each:

2. Has your agency satisfied the 75% saturation requirement for single-family housing units? yes

3. Estimated percent of single-family households with low-flow showerheads: 75%

4. Has your agency satisfied the 75% saturation requirement for multi-family housing units? yes

5. Estimated percent of multi-family households with low-flow showerheads: 75%

6. If YES to 2 OR 4 above, please describe how saturation was determined, including the dates and results of any survey research.

The San Diego County Water Authority and its member agencies distributed over 550,000 showerheads between 1991 and 2002. The average rate of natural replacement is 4.0%, while housing demolition is 0.5%. And, effective January 1, 1994 showerheads manufactured in the United States must be 2.5 gpm maximum. Data from the 01/02 Residential Survey Program showed a 80-95% home saturation. The Otay Water District is one of five agencies within the San Diego County that will be participating in an upcoming (beginning late FY 07) California Single-Family Residential Water Efficiency Study.

B. Low-Flow Device Distribution Information

1. Has your agency developed a targeting/ marketing strategy for distributing low-flow devices? yes

a. If YES, when did your agency begin implementing this strategy? 1/1/1992

b. Describe your targeting/ marketing strategy.

Over 550,000 showerheads have been distributed in the region to date. Marketing that has been done in the San Diego region includes the following: residential survey distribution, direct distribution to customers (lobby counter), distribution at community events, by customer request and distribution at CBO events. In addition, this fiscal year, the Otay Water District distributed 75 showerheads to customers who came in to pay their bills or who visited our agency booth at an outreach event or requested a showerhead during a residential survey. The average rate of natural replacement is 4% while housing demolition is .5%. Since January 1, 1994 showerheads manufactured in the USA must be in compliance with the 2.5 gpm maximum flow rate. Data gathered from the Residential Survey Program showed a 80-95% saturation of low flow showerheads in homes surveyed.

Low-Flow Devices Distributed/ Installed**SF Accounts****MF Units**

- | | | |
|--|----|-------------|
| 2. Number of low-flow showerheads distributed: | 75 | 0 |
| 3. Number of toilet-displacement devices distributed: | 0 | 0 |
| 4. Number of toilet flappers distributed: | 0 | 0 |
| 5. Number of faucet aerators distributed: | 0 | 0 |
| 6. Does your agency track the distribution and cost of low-flow devices? | | yes |
| a. If YES, in what format are low-flow devices tracked? | | Spreadsheet |
| b. If yes, describe your tracking and distribution system : | | |

The San Diego County Water Authority documented distribution in the region in a spreadsheet by region, rather than by specific member agency. The District began tracking the distribution of showerheads it personally distributed beginning in FY 02.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? yes
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

We distribute 2.0 gpm showerheads. In addition, a large portion (over half) of our service area was built after 1992.

Reported as of 11/2

BMP 03: System Water Audits, Leak Detection and RepairReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2008**A. Implementation**

- | | |
|--|---------|
| 1. Does your agency own or operate a water distribution system? | yes |
| 2. Has your agency completed a pre-screening system audit for this reporting year? | yes |
| 3. If YES, enter the values (AF/Year) used to calculate verifiable use as a percent of total production: | |
| a. Determine metered sales (AF) | 40350.7 |
| b. Determine other system verifiable uses (AF) | 221.4 |
| c. Determine total supply into the system (AF) | 42979.4 |
| d. Using the numbers above, if (Metered Sales + Other Verifiable Uses) / Total Supply is < 0.9 then a full-scale system audit is required. | 0.94 |
| 4. Does your agency keep necessary data on file to verify the values entered in question 3? | yes |
| 5. Did your agency complete a full-scale audit during this report year? | no |
| 6. Does your agency maintain in-house records of audit results or completed AWWA M36 audit worksheets for the completed audit which could be forwarded to CUWCC? | yes |
| 7. Does your agency operate a system leak detection program? | yes |
| a. If yes, describe the leak detection program: | |

Leak detection is based on purchased vs. sales, physical observations of wet spots, mainflushing load contents, and field staff calls. Otay staff calls in American Leak Detection Service depending upon the urgency or the staffing. B. Survey Data

B. Survey Data

- | | |
|--|------|
| 1. Total number of miles of distribution system line. | 1071 |
| 2. Number of miles of distribution system line surveyed. | 7.9 |

C. "At Least As Effective As"

- | | |
|--|----|
| 1. Is your agency implementing an "at least as effective as" variant of this BMP? | No |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

D. Comments

A3b-"other" includes Otay water district meters, work orders and unbilled water usage B1: now includes laterals. Normally we do not include this number in our official number of miles of distribution system line.

Voluntary Questions (Not used to calculate compliance)**E. Volumes**

Estimated**Verified**

1. Volume of raw water supplied to the system:
2. Volume treated water supplied into the system:
3. Volume of water exported from the system:
4. Volume of billed authorized metered consumption:
5. Volume of billed authorized unmetered consumption:
6. Volume of unbilled authorized metered consumption:
7. Volume of unbilled authorized unmetered consumption:

F. Infrastructure and Hydraulics

1. System input (source or master meter) volumes metered at the entry to the:
2. How frequently are they tested and calibrated?
3. Length of mains:
4. What % of distribution mains are rigid pipes (metal, ac, concrete)?
5. Number of service connections:
6. What % of service connections are rigid pipes (metal)?
7. Are residential properties fully metered?
8. Are non-residential properties fully metered?
9. Provide an estimate of customer meter under-registration:
10. Average length of customer service line from the main to the point of the meter:
11. Average system pressure:
12. Range of system pressures:

From to

13. What percentage of the system is fed from gravity feed?
14. What percentage of the system is fed by pumping and re-pumping?

G. Maintenance Questions

1. Who is responsible for providing, testing, repairing and replacing customer meters?
2. Does your agency test, repair and replace your meters on a regular timed schedule?
 - a. If yes, does your agency test by meter size or customer category?:
 - Less than or equal to 1"
 - 1.5" to 2"
 - 3" and Larger
 - b. If yes to meter size, please provide the frequency of testing by meter size:
 - c. If yes to customer category, provide the frequency of testing by customer category:

SF residential
MF residential
Commercial
Industrial & Institutional

3. Who is responsible for repairs to the customer lateral or customer service line?
4. Who is responsible for service line repairs downstream of the customer meter?
5. Does your agency proactively search for leaks using leak survey techniques or does your utility reactively repair leaks which are called in, or both?
6. What is the utility budget breakdown for:

Leak Detection	\$
Leak Repair	\$
Auditing and Water Loss Evaluation	\$
Meter Testing	\$

H. Comments

BMP 04: Metering with Commodity Rates for all New Connections and Retrofit of Existing

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2008**

A. Implementation

- 1. Does your agency have any unmetered service connections? No
 - a. If YES, has your agency completed a meter retrofit plan?
 - b. If YES, number of previously unmetered accounts fitted with meters during report year:
- 2. Are all new service connections being metered and billed by volume of use? Yes
- 3. Are all new service connections being billed volumetrically with meters? Yes
- 4. Has your agency completed and submitted electronically to the Council a written plan, policy or program to test, repair and replace meters? Yes
- 5. Please fill out the following matrix:

Account Type	Number of Metered Accounts	Number of Metered Accounts Read	Number of Metered Accounts Billed by Volume	Billing Frequency Per Year	Number of Volume Estimates
a. Single Family	40700	40700	40700	12	0
b. Multi-Family	3432	3432	3432	12	0
c. Commercial	1185	1185	1185	12	0
d. Industrial	0	0	0	0	0
e. Institutional	231	231	231	12	0
f. Landscape Irrigation	1813	1813	1813	12	0

B. Feasibility Study

- 1. Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters? no
 - a. If YES, when was the feasibility study conducted? (mm/dd/yy)
 - b. Describe the feasibility study:
- 2. Number of CII accounts with mixed-use meters: 422
- 3. Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. 0

C. "At Least As Effective As"

- 1. Is your agency implementing an "at least as effective as" variant of this BMP? yes
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."
 Since 1990, the District has required commercial properties to separate their irrigation onto a dedicated meter. In late 2007, this ordinance was revised to be consistent with AB 2717, and the requirement is now at

5,000 square feet. The District is currently in the process of contacting all of its mixed use meters and is finding that the vast majority have less than 5,000 square feet of landscape. However, we are evaluating whether some mixed use sites might be candidates for conversion to recycled water.

D. Comments

Reported as of 11/2

BMP 05: Large Landscape Conservation Programs and Incentives

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2008**

A. Water Use Budgets

- | | |
|--|-------|
| 1. Number of Dedicated Irrigation Meter Accounts: | 1813 |
| 2. Number of Dedicated Irrigation Meter Accounts with Water Budgets: | 1813 |
| 3. Budgeted Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 16092 |
| 4. Actual Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 9743 |
| 5. Does your agency provide water use notices to accounts with budgets each billing cycle? | yes |

B. Landscape Surveys

- | | |
|--|-----------|
| 1. Has your agency developed a marketing / targeting strategy for landscape surveys? | yes |
| a. If YES, when did your agency begin implementing this strategy? | 8/10/1990 |
| b. Description of marketing / targeting strategy: | |

The Water Authority in partnership with the District and its other member agencies developed a number of new programs including a voucher program for "smart" irrigation controllers and mini-grants for improving the irrigation efficiency. The programs were marketed to all of the district's 1692 landscape accounts but specifically to accounts who had already received a large landscape survey (previously called PALM surveys). There was limited funding for large landscape surveys this fiscal year. The programs were marketed through direct mail as well as on the water bills. Staff also called a number of the district's largest landscape accounts to explain the program and there was cross marketing from the district's pilot Cash for Plants turfgrass retrofit program. The pilot Cash for Plants program ran through December of 2005

- | | |
|---|-----|
| 2. Number of Surveys Offered during reporting year. | 800 |
| 3. Number of Surveys Completed during reporting year. | 9 |
| 4. Indicate which of the following Landscape Elements are part of your survey: | |
| a. Irrigation System Check | yes |
| b. Distribution Uniformity Analysis | yes |
| c. Review / Develop Irrigation Schedules | yes |
| d. Measure Landscape Area | yes |
| e. Measure Total Irrigable Area | yes |
| f. Provide Customer Report / Information | yes |
| 5. Do you track survey offers and results? | yes |
| 6. Does your agency provide follow-up surveys for previously completed surveys? | yes |

a. If YES, describe below:

The consultant contacts the customer approximately three to six months after a full audit was completed, to discuss implementation of the recommendations. The consultant records changes and improvement in the site's condition. Photos may be taken documenting improvements. If significant changes have been made at the site, the consultant performs a distribution uniformity check to verify changes and assist the customer in improving recommendations. The auditor provides a brief, written summary of the follow-up audit. Two follow-up/mini audits were conducted this fiscal year as well.

C. Other BMP 5 Actions

- 1. An agency can provide mixed-use accounts with ETo-based landscape budgets in lieu of a large landscape survey program. Does your agency provide mixed-use accounts with landscape budgets? no
- 2. Number of CII mixed-use accounts with landscape budgets. 0
 - Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. (From BMP 4 report) 0
 - Total number of change-outs from mixed-use to dedicated irrigation meters since Base Year.
- 3. Do you offer landscape irrigation training? yes
- 4. Does your agency offer financial incentives to improve landscape water use efficiency? yes

Type of Financial Incentive:	Budget (Dollars/Year)	Number Awarded to Customers	Total Amount Awarded
a. Rebates	108500	62	115933
b. Loans	0	0	0
c. Grants	0	5	10876.5

- 5. Do you provide landscape water use efficiency information to new customers and customers changing services? yes
 - a. If YES, describe below:

Yes, new customers are required by Otay's planning department to provide square footage of landscaped area and receive notice of the Water Efficient Irrigation Ordinance and monthly allocation. On changing services, they are notified by Customer Service or Water Conservation of the allocation and banking system. Surveyed account info kept in file and tracked. If consumption history shows no improvement within 6 months, a review and/or second survey is recommended to customer.

- 6. Do you have irrigated landscaping at your facilities? yes
 - a. If yes, is it water-efficient? yes
 - b. If yes, does it have dedicated irrigation metering? yes
- 7. Do you provide customer notices at the start of the irrigation season? yes
- 8. Do you provide customer notices at the end of the irrigation season? yes

D. "At Least As Effective As"

- 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? yes

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

On October 17, 1990 the Otay Water District passed Ordinance No. 367 which mandated the installation of a separate landscape meter on commercial or industrial properties if they are located on a parcel of land an acre or more in size. Then in December of 1993, the District approved Ordinance No. 424 allowing commercial customers who obtained a single water meter to October 1990 to obtain a second meter for indoor use without paying water capacity fees if the additional meter is solely for the purpose of isolating current indoor water use from that used for outdoor landscaping. The landscape meter requirement is found in Section 27 of the District's Code of Ordinances. 6: The District installed three water "smart" irrigation controllers around its offices this fiscal year.

E. Comments

The District offers large landscape surveys on a monthly basis to accounts that exceed their historic water budget. Approximately half of the District's irrigation only customers were contacted and offered this service. 9 surveys were conducted by Honeywell. 4A: The District obtained \$50,000 in grant funding from USBR for artificial turgrass installed at Valhalla HS (in total OWD provided \$70,000 to Valhalla HS) and also provided partial funding to Steele Canyon HS.

Reported as of 11/2

BMP 06: High-Efficiency Washing Machine Rebate Programs

Reporting Unit:
Otay Water District

BMP Form Status:
100% Complete

Year:
2008

A. Coverage Goal

	Single Family	Multi- Family
1. Number of residential dwelling units in the agency service area.	40,866	12,422
2. Coverage Goal =	= 4,093 Points	

B. Implementation

1. Does your agency offer rebates for **residential** high-efficiency washers? yes

HEW Water Factor	Total Value of Financial Incentives				TOTAL	POINTS AWARDED
	Number of Financial Incentives Issued	Retail Water Agency	Wholesaler/ Grants (if applicable)	Energy Utility (if applicable)		
2. Greater than 8.5 but not exceeding 9.5 (1 point)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
3. Greater than 6.0 but not exceeding 8.5 (2 points)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
4. Less than or equal to 6.0 (3 points)	1130	\$ 27,120	\$ 151,420	\$ 56,500	\$ 235,040	3390

TOTALS: 1130 \$ 27,120 \$ 151,420 \$ 56,500 \$ 235,040 3,390

C. Past Credit Points

For HEW incentives issued before July 1, 2004, select ONE of the following TWO options:

- Method One: Points based on HEW Water Factor
- Method Two: Agency earns 1 point for each HEW.

Method Two: Agency earns 1 point for each HEW

	Number of Financial Incentives Issued	Total Value of Water Agency Financial Incentives	POINTS AWARDED
4. Total HEWs installed	2053	\$ 256,375	2053

PAST CREDIT

TOTALS: 2053 \$ 256,375 2,053

D. Rebate Program Expenditures

- | | |
|---|-----------|
| 1. Average or Estimated Administration and Overhead | \$ 27,120 |
| 2. Is the financial incentive offered per HEW at least equal to the marginal benefits of the water savings per HEW? | yes |

E. "At Least As Effective As"

- | | |
|--|----|
| 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? | no |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

F. Comments

BMP 07: Public Information Programs

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2008**

A. Implementation

1. How is your public information program implemented?
 Wholesaler and retailer both materially participate in program
 Which wholesaler(s)?
 San Diego County Water Authority

2. Describe the program and how it's organized:
 Otay's water conservation division promotes and educates customers about its water conservation and school education programs with help from the District's Public Information Officer. The District regularly promotes water conservation and seeks to educate its customers about waterwise landscaping principals, as well as to encourage them to participate in voucher programs. The District is active in a number of large public outreach events including the City of Chula Vista's Cinco de Mayo (May) and Lemon Festival (August), Bonita Festival (September), and events held at the Water Conservation Garden such as it's California Friendly Gardening Festival (October), its California Friendly Plant Sale (March) and its Spring Garden Festival (May). The District also promotes the California Friendly Landscape Contest, which started in Otay in 2003 and expanded to include 17 of the 24 CWA member agencies in FY 2008. Winners are highlighted at the Spring Garden Festival each May and prizes are awarded to the winners. Signs announcing that the landscape is a winner is displayed and agency websites along with the contest website (www.landscapecontest.com) highlight the winners and outline the process. The District also regularly encourages its customers to visit the Water Conservation Garden, which it built in cooperation with the Helix Water District and Cuyamaca College in 1999. The District regularly encourages its customers to attend residential and professional landscape classes at the Garden through its webpage, messages on the bill, bill inserts and distribution of class flyers at outreach events.

3. Indicate which and how many of the following activities are included in your public information program:

Public Information Program Activity in Retail Service Area	Yes/No	Number of Events
a. Paid Advertising	yes	18
b. Public Service Announcement	yes	2
c. Bill Inserts / Newsletters / Brochures	yes	7
d. Bill showing water usage in comparison to previous year's usage	yes	
e. Demonstration Gardens	yes	3
f. Special Events, Media Events	yes	0
g. Speaker's Bureau	yes	12
h. Program to coordinate with other government agencies, industry and public interest groups and media	yes	

B. Conservation Information Program Expenditures

1. Annual Expenditures (Excluding Staffing) 13500

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" No

variant of this BMP?

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

3a. There were 18 paid ads in the Homescape section of the San Diego Union Tribune, the SD Horticultural Society Magazine, the SD CLCA newsletter, the Garden Compass Magazine, but no radio ads, as it was determined not to be effective after trying this method for two years. b. PSA was written and distributed promoting the new technologies and clothes washer give-away at the May 2007 Spring Garden Festival. c. Includes four newsletters, two bill inserts, Welcome to Otay brochure, and new California Friendly Landscape brochure that emphasizes water-wise landscape designs. In addition, it includes promotion of the California Friendly Landscape Contest. e. e. Includes the Spring and Fall Festival at the Garden and the first ever California Friendly Plant Sale at the Garden in March of 2008. G. B1: includes budget for giveaway items such as magnets, stress balls, bill inserts, brochures, graphic design services, advertising, but does not include Otay's \$78,8000 FY 08 contribution to the Water Conservation Garden toward their O & M expenses.

Reported as of 11/2

BMP 08: School Education Programs

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2008**

A. Implementation

1. How is your public information program implemented?
 Wholesaler and retailer both participate in program
 Which wholesaler(s)?
 San Diego County Water Authority
2. Please provide information on your region-wide school programs (by grade level):

Grade	Are grade-appropriate materials distributed?	No. of class presentations	No. of students reached	No. of teachers' workshops
Grades K-3rd	yes	28	1369	0
Grades 4th-6th	yes	6	382	0
Grades 7th-8th	yes	0	0	0
High School	yes	2	80	0

4. Did your Agency's materials meet state education framework requirements? yes
5. When did your Agency begin implementing this program? 9/9/1990

B. School Education Program Expenditures

1. Annual Expenditures (Excluding Staffing) 9144.52

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Teacher workshops are open to grades K-12 and conducted at least once a year in partnership with our neighboring water agencies, but indicated just once above. A.2: Presentations include school tours conducted at the Water Conservation Garden as well as kits used by teachers in the classroom on water cycle, water pollution and water conservation. The District funds tours to the Garden for schools within its service area, 1/2 the cost of Splash Labs and School site Gardens or expenses for a water related project. This fiscal year, the District funded two school site gardens. B.1: Reflects expenditures for FY 08.

Reported as of 11/2

BMP 09: Conservation Programs for CII Accounts

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2008**

A. Implementation

- 1. Has your agency identified and ranked COMMERCIAL customers according to use? yes
- 2. Has your agency identified and ranked INDUSTRIAL customers according to use? yes
- 3. Has your agency identified and ranked INSTITUTIONAL customers according to use? yes

Option A: CII Water Use Survey and Customer Incentives Program

4. Is your agency operating a CII water use survey and customer incentives program for the purpose of complying with BMP 9 under this option? If so, please describe activity during reporting period: no

CII Surveys	Commercial Accounts	Industrial Accounts	Institutional Accounts
a. Number of New Surveys Offered	0	0	0
b. Number of New Surveys Completed	0	0	0
c. Number of Site Follow-ups of Previous Surveys (within 1 yr)	0	0	0
d. Number of Phone Follow-ups of Previous Surveys (within 1 yr)	0	0	0
CII Survey Components	Commercial Accounts	Industrial Accounts	Institutional Accounts
e. Site Visit			
f. Evaluation of all water-using apparatus and processes			
g. Customer report identifying recommended efficiency measures, paybacks and agency incentives			
Agency CII Customer Incentives	Budget (\$/Year)	# Awarded to Customers	Total \$ Amount Awarded
h. Rebates	2000	77	1838.61
i. Loans	0	0	0
j. Grants	0	0	0
k. Others	0	0	0

Option B: CII Conservation Program Targets

5. Does your agency track CII program interventions and water savings for the purpose of complying with BMP 9 under this option? yes

6. Does your agency document and maintain records on how savings were realized and the method of calculation for estimated savings? yes

7. **System Calculated** annual savings (AF/yr):

CII Programs	# Device Installations
a. Ultra Low Flush Toilets	0
b. Dual Flush Toilets	0
c. High Efficiency Toilets	4
d. High Efficiency Urinals	0
e. Non-Water Urinals	2
f. Commercial Clothes Washers (coin-op only; not industrial)	17
g. Cooling Tower Controllers	1
h. Food Steamers	0
i. Ice Machines	0
j. Pre-Rinse Spray Valves	53
k. Steam Sterilizer Retrofits	0
l. X-ray Film Processors	0

8. **Estimated** annual savings (AF/yr) from agency programs not including the devices listed in Option B. 7., above:

CII Programs	Annual Savings (AF/yr)
a. Site-verified actions taken by agency:	
1 water broom installed through the program. Estimated annual water savings: .153 AF/year estimated savings (from MET). 8 AFY saved by repairing leak during CII audit funded by Otay and CWA in FY 06.	8.153
b. Non-site-verified actions taken by agency:	0

B. Conservation Program Expenditures for CII Accounts

	This Year	Next Year
1. Budgeted Expenditures	2000	20500
2. Actual Expenditures	1838.61	

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Reported as of 11/2

BMP 11: Conservation PricingReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2008**A. Implementation****Water Service Rate Structure Data by Customer Class****1. Single Family Residential**

a. Rate Structure	Increasing Block
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 18,860,767
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 8,249,822

2. Multi-Family Residential

a. Rate Structure	Increasing Block
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,673,658
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 545,614

3. Commercial

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,248,192
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 1,727,205

4. Industrial

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 0
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 0

5. Institutional / Government

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 1,972,922
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 251,817

6. Dedicated Irrigation (potable)

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 4,670,431
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 928,295

7. Recycled-Reclaimed

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 3,596,393

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 425,061

8. Raw

a. Rate Structure Service Not Provided

b. Total Revenue from Commodity Charges (Volumetric Rates) \$ 0

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 0

9. Other

a. Rate Structure Uniform

b. Total Revenue from Commodity Charges (Volumetric Rates) \$ 1,444,254

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 438,599

B. Implementation Options

Select Either Option 1 or Option 2:

1. Option 1: Use Annual Revenue As Reported

$V/(V+M) \geq 70\%$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

Selected

2. Option 2: Use Canadian Water & Wastewater Association Rate Design Model

$V/(V+M) \geq V'/(V'+M')$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

V' = The uniform volume rate based on the signatory's long-run incremental cost of service

M' = The associated meter charge

a. If you selected Option 2, has your agency submitted to the Council a completed Canadian Water & Wastewater Association rate design model?

b. Value for V' (uniform volume rate based on agency's long-run incremental cost of service) as determined by the Canadian Water & Wastewater Association rate design model:

c. Value for M' (meter charge associated with V' uniform volume rate) as determined by the Canadian Water & Wastewater Association rate design model:

C. Retail Wastewater (Sewer) Rate Structure Data by Customer Class

1. Does your agency provide sewer service? (If YES, answer questions 2 - 7 below, else continue to section D.) yes

2. Single Family Residential

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 1,642,768

c. Total Revenue from Commodity Charges (Volumetric Rates) \$ 1,388,392

3. Multi-Family Residential

- | | |
|--|------------------|
| a. Sewer Rate Structure | Uniform Seasonal |
| b. Total Annual Revenue | \$ 416,542 |
| c. Total Revenue from
Commodity Charges
(Volumetric Rates) | \$ 336,982 |

4. Commercial

- | | |
|--|------------|
| a. Sewer Rate Structure | Uniform |
| b. Total Annual Revenue | \$ 156,442 |
| c. Total Revenue from
Commodity Charges
(Volumetric Rates) | \$ 156,442 |

5. Industrial

- | | |
|--|----------------------|
| a. Sewer Rate Structure | Service Not Provided |
| b. Total Annual Revenue | \$ 0 |
| c. Total Revenue from
Commodity Charges
(Volumetric Rates) | \$ 0 |

6. Institutional / Government

- | | |
|--|------------|
| a. Sewer Rate Structure | Uniform |
| b. Total Annual Revenue | \$ 143,420 |
| c. Total Revenue from
Commodity Charges
(Volumetric Rates) | \$ 143,420 |

7. Recycled-reclaimed water

- | | |
|--|----------------------|
| a. Sewer Rate Structure | Service Not Provided |
| b. Total Annual Revenue | \$ 0 |
| c. Total Revenue from
Commodity Charges
(Volumetric Rates) | \$ 0 |

D. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No

- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

Reported as of 11/2

BMP 12: Conservation Coordinator

Reporting Unit: Otay Water District	BMP Form Status: 100% Complete	Year: 2008
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A. Implementation

- | | |
|---|---|
| 1. Does your Agency have a conservation coordinator? | yes |
| 2. Is a coordinator position supplied by another agency with which you cooperate in a regional conservation program ? | no |
| a. Partner agency's name: | |
| 3. If your agency supplies the conservation coordinator: | |
| a. What percent is this conservation coordinator's position? | 100% |
| b. Coordinator's Name | William Granger |
| c. Coordinator's Title | Water Conservation Manager |
| d. Coordinator's Experience in Number of Years | 14 years experience developing and managing water conservation programs |
| e. Date Coordinator's position was created (mm/dd/yyyy) | 3/28/1991 |
| 4. Number of conservation staff (FTEs), including Conservation Coordinator. | 2.25 |

B. Conservation Staff Program Expenditures

- | | |
|--|-----------|
| 1. Staffing Expenditures (In-house Only) | 247075.41 |
| 2. BMP Program Implementation Expenditures | 309436.72 |

C. "At Least As Effective As"

- | | |
|--|----|
| 1. Is your agency implementing an "at least as effective as" variant of this BMP? | no |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

D. Comments

A.4: The District had hired an intern to work part time between October 2007 and April of 2008. B2: Includes the District's agreed upon cost-share of the Water Conservation Garden's Operations and Maintenance Budget, which is strongly supported by the District and reported under BMP 7.

Reported as of 11/2

BMP 13: Water Waste ProhibitionReporting Unit:
Otay Water DistrictBMP Form Status:
100% CompleteYear:
2008**A. Requirements for Documenting BMP Implementation**1. Is a water waste prohibition ordinance in effect in your service area? yes

a. If YES, describe the ordinance:

Section 39 of the Otay Water District Code of Ordinances outlines the District's Conservation and Water Shortage Response Program. Section 39.02 states that "available water resources be put to maximum beneficial use to the extent to which they are capable; that the waste or unreasonable use, or unreasonable method of use of water be prevented; and that the conservation of such water be encouraged with a view to the maximum reasonable and beneficial use thereof in the interests of the residents of the District and for the public welfare."

2. Is a copy of the most current ordinance(s) on file with CUWCC? yes

a. List local jurisdictions in your service area in the first text box and water waste ordinance citations in each jurisdiction in the second text box:

The eastern portions (east of 805) of the City of Chula Vista and portions of unincorporated areas of San Diego County, including Spring Valley, Rancho San Diego, Bonita, Jamul, El Cajon and Otay Mesa, served by the County of San Diego.

District Rules and Regulations for Water Conservation, revised on 12/7/2005. Both the City of Chula Vista and the County of San Diego adopted landscape ordinances in the early 1990s.

B. Implementation

1. Indicate which of the water uses listed below are prohibited by your agency or service area.

a. Gutter flooding yesb. Single-pass cooling systems for new connections yesc. Non-recirculating systems in all new conveyor or car wash systems yesd. Non-recirculating systems in all new commercial laundry systems yese. Non-recirculating systems in all new decorative fountains yes

f. Other, please name

As per Section 39.05 C, "Customers are required to repair all water leaks within 48 hours of knowledge that a leak exists", and "39.05 D "Water shall not be used to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas except to alleviate immediate safety or sanitation hazards" yes

2. Describe measures that prohibit water uses listed above:

The following measures apply at all times as per Section 39.05 of the District's Code of Ordinances: (a) At no time shall water be wasted or used unreasonably, (b) Water shall not be allowed to leave the customer's property by drainage onto adjacent properties or public or

private roadways or streets due to excessive irrigation and/or neglect, (c) Customers shall be required to repair all water leaks within 48 hours of knowledge that a leak exists, (d) water shall not be used to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas except to alleviate immediate safety or sanitation hazards, (e) Lawn watering or irrigation, other than by hand or drip methods, is prohibited except between the hours of 4:00 p.m. and 9:00 a.m. the following morning. New plantings and newly seeded areas are exempt from these limits for 30 days, (f) The use of hand-held hose for spraying, lawn watering, vehicle washing or structure washing is prohibited without an automatic shut-off nozzle. The following measures apply during Stage 2 and above: (a) No non-residential fountains shall be operated unless reclaimed water is used, (b) Restaurants shall not serve water to their customers except when specifically requested. During Stages 4 and above: No filling, refilling, or adding to artificial ponds or lakes shall be

Water Softeners:

3. Indicate which of the following measures your agency has supported in developing state law:

- | | |
|--|-----|
| a. Allow the sale of more efficient, demand-initiated regenerating DIR models. | yes |
| b. Develop minimum appliance efficiency standards that: | |
| i.) Increase the regeneration efficiency standard to at least 3,350 grains of hardness removed per pound of common salt used. | yes |
| ii.) Implement an identified maximum number of gallons discharged per gallon of soft water produced. | yes |
| c. Allow local agencies, including municipalities and special districts, to set more stringent standards and/or to ban on-site regeneration of water softeners if it is demonstrated and found by the agency governing board that there is an adverse effect on the reclaimed water or groundwater supply. | yes |
| 4. Does your agency include water softener checks in home water audit programs? | yes |
| 5. Does your agency include information about DIR and exchange-type water softeners in educational efforts to encourage replacement of less efficient timer models? | yes |

C. "At Least As Effective As"

- | | |
|--|----|
| 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? | no |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

D. Comments

We do not have enforcement capability with regard to this ordinance. Also, while we personally conduct a limited number of residential surveys, we always look for or ask if the customer has a water softener and whether it is an "on-demand" unit or on a timer.

Reported as of 11/2

BMP 14: Residential ULFT Replacement Programs

Reporting Unit: **Otay Water District** BMP Form Status: **100% Complete** Year: **2008**

A. Implementation

Number of Non-Efficient Toilets Replaced With 1.6 gpf Toilets During Report Year

	Single-Family Accounts	Multi-Family Units
1. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	no	yes
Replacement Method	SF Accounts	MF Units
2. Rebate	0	5
3. Direct Install	0	0
4. CBO Distribution	0	0
5. Other	0	0
Total	0	5

Number of Non-Efficient Toilets Replaced With 1.28 gpf High-Efficiency Toilets (HETs) During Report Year

	Single-Family Accounts	Multi-Family Units
6. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
7. Rebate	0	11
8. Direct Install	0	0
9. CBO Distribution	0	0
10. Other	0	0
Total	0	11

Number of Non-Efficient Toilets Replaced With 1.2 gpf HETs (Dual-Flush) During Report Year

	Single-Family Accounts	Multi-Family Units
11. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
12. Rebate	0	178
13. Direct Install	0	0
14. CBO Distribution	0	0
15. Other	0	0

	Total	0	178
--	-------	---	-----

16. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for single-family residences.

The Residential ULFT program was discontinued on June 30, 2007. No Residential toilet programs were available in FY 08.

17. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for multi-family residences.

Multi-Family ULFTs were offered from July 1, 2008 until December 31, 2007 with a voucher redeemable for up to \$75 off the purchase price. Multi-Family HET and dual-flush toilets were available all of FY 08 with a voucher of up to \$200. The Voucher Incentive program has extensive marketing outreach through home improvements stores and plumbing supply stores.

18. Is a toilet retrofit on resale ordinance in effect for your service area? no

19. List local jurisdictions in your service area in the left box and ordinance citations in each jurisdiction in the right box:

B. Residential ULFT Program Expenditures

1. Estimated cost per replacement: \$ 24

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

ITEM 11a

Informational Report on the 2007 and 2008 Annual Water
Conservation Best Management Practice Report
PowerPoint Presentation

Please reference Attachment 2 posted to
Otay Water District website.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	William Granger, Water Conservation Manager <i>WG</i>	W.O./G.F. NO:	n/a DIV. NO. all
APPROVED BY: (Chief)	Rom Sarno, Chief of Administrative Services <i>[Signature]</i>		
APPROVED BY: (Asst. GM):	German Alvarez <i>[Signature]</i> , Assistant General Manager of Finance and Administration		
SUBJECT:	Draft Revisions to the California Urban Water Council's (CUWCC) Water Conservation Best Management Practices		

STAFF RECOMMENDATION:

This is for informational purposes only.

PURPOSE:

To provide the Board with a summary of the draft changes to the CUWCC's Memorandum of Understanding Regarding Urban Water Conservation in California (MOU).

COMMITTEE ACTION: Please see Attachment A

ANALYSIS:

In early 2008, the CUWCC began a process to revise its MOU, which primarily affected the fourteen BMPs and had not been completely updated for a number of years. Many of the fourteen BMPs had not been revised since they were first adopted in 1991 and did not reflect new technologies or practices. While the bulk of the changes to the MOU are in Exhibit 1, which contains the BMPs, there are also suggested edits that will either clean up or delete obsolete language in other exhibits of the MOU.

District staff actively participated in the multiple BMP revision committees that worked to revise the BMPs and is excited about the improved flexibility added to the MOU, should it be approved at the December 10, 2008 Plenary meeting. The revision gives the District flexibility in its efforts to implement the BMPs, extends the life of the MOU, and updates and clarifies the BMP requirements. There are now two compliance options and the third option, called the gallons-per capita per day approach, is expected to be voted upon by June of 2009, and is directly linked to the Governor's stated target to reduce statewide demand by 20% by 2020.

The District will have the choice to pursue three options to meet the BMP requirements:

- (1) Checklist approach: the District can report on each BMP individually, as it does currently. The District would have a specific goal for the number of residential and large landscape surveys, rebates, etc. that it would need to complete and would have ten years from the new base year of 2008 to meet the targets outlined within each BMP. This is the same method that has been in place for the past ten years.
- (2) Flex-track approach: this approach sets a specific water savings goal, based upon the calculated savings that would have been achieved if the District followed the checklist approach. The District can achieve savings by implementing any program(s) on the checklist, flex track menu (attached) or other measures that it chooses.
- (3) Gallons-per-capita-per day approach: the District can satisfy the BMPs if it documents that its average gallons per capita per day have reduced over time. This approach is expected to be finalized by mid 2009 and will be taken to the subsequent Plenary for a vote. It is staff's understanding that agencies such as the District could get credit for reducing its potable water demand through investments in recycled water.

Highlighted Revisions to the MOU:

One major change to the MOU includes reorganizing the fourteen BMPs into five categories. Two of the categories are "Utility Operations" and "Education" and are considered to be "Foundational BMPs" because the CUWCC deems them to be essential water conservation activities by any utility and have no time limits. The remaining BMPs are considered to be "Programmatic" and are organized into three categories: Residential; Commercial, Industrial and Institutional (CII); and Landscape.

The former BMP titled "System Water Audits, Leak Detection and Repair (BMP3)" was not revised at this time. When it is revised, it will be a subcategory under the Utility Operations BMP. Staff plans to participate in the PAC that will revise this BMP.

Commercial, Industrial and Institutional (CII): The base year changes to 2008, which should make it easier for the District to

meet the water savings target for its CII customers, since our CII demand has dropped from 8,808 acre-feet in FY 97 to 4,268 acre-feet in FY 08. The District will receive partial credit for activity conducted prior to 2008.

Education Programs:

Quarterly contacts with the public (newsletters) and the media (press releases) are now required. Agencies such as the District will now be able to get credit for sponsoring a water conservation demonstration garden and staffing events such as the Spring Garden Festival and California Friendly Gardening Festival, and providing funding for fieldtrips, such as the tours to the Garden. In the past, the District mentioned our involvement at the Garden within the comment section of the BMP.

FISCAL IMPACT:

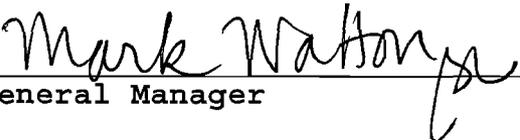
None

STRATEGIC GOAL:

The District's performance measures of "total water saved" and "Otay Water Use (District meters)" are directly related to the revision of the Best Management Practices.

LEGAL IMPACT:

None.


General Manager

Attachments:

Attachment A
Draft Changes to Exhibit 1 of the MOU
2008 Flex track menus
Powerpoint presentation



ATTACHMENT A

SUBJECT/PROJECT:	Draft Revisions to the California Urban Water Council's (CUWCC) Water Conservation Best Management Practices
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on December 1, 2008. The following comments were made:

- Staff highlighted the proposed revisions to the BMPs which will be voted upon Wednesday, December 10, 2008, at the CUWCC Plenary.
- The proposed changes:
 - Allow agencies greater flexibility to meet the BMPs.
 - Does not currently impact BMP3 with regard to system water loss. This BMP will be modified in approximately 18 months after the release of the "Water Loss Manual."
 - Separates the 14 BMPs into two categories:
 - ✓ Foundational BMPs:
 - BMP3 - Water Loss
 - BMP4 - Metering
 - BMP7 - Public Information
 - BMP8 - School Education
 - BMP10 - Retail Conservation Pricing
 - BMP11 - Conservation Pricing
 - BMP12 - Conservation Coordinator
 - BMP13 - Water Waste Prohibition

These BMPs will be reorganized under two categories; "Utility Operations" and "Education."

✓ Programmatic BMPs:

- The remaining BMP's (BMP 1, 2, 5, 6, 9, 14) will be reorganized under three categories: "Residential," "Commercial, Industrial & Institutional," and "Landscape."
- The District will have the choice to pursue three options to meet the BMP requirements:
 - o Checklist approach: The District can report on each BMP individually as it does now and the District would have specific goals for the number of residential and large landscape surveys, toilets, etc. that it would need to replace.
 - o Flex-track approach: The approach sets specific savings goals based upon the calculated savings that would have been achieved if the District followed the checklist approach. The District can implement any program on the checklist, flex track menu, or any other measures it chooses.
 - o Gallons-per-capita-per day (GPCD) approach which is expected to be finalized in June 2009. It would require that the District document a reduction in its GPCD over time. The District is expected to get credit for reducing its potable water demand through its recycled water investments.
- Staff also presented the various indoor and outdoor water conservation programs the District supports:
 - o Outdoor Programs include: Cash for Plants, CA Friendly Landscape Contest, Water Conservation Garden, Smart Landscape Controller Incentive, Smart Landscape Grant, Residential Landscape Survey, Large Landscape Survey and Rotating Sprinkler Nozzles.
 - o Indoor Programs include: Toilet Rebates for High Efficiency Toilets, Clothes Washer Rebates and for Commercial, Rebates for installing water-efficient fixtures.

- It was discussed that the above conservation programs are shared with customers through:
 - A brochure that is forwarded to all new customers that lists the District's incentive programs.
 - Public Outreach through community events.
 - Letter/Communications to the District's largest users, such as the quarterly Otay customer Pipeline newsletter, and letters and postcards mailed to the District's single family and irrigation accounts.
 - The District's website.
 - CWA and MWD's marketing efforts.

- The committee suggested that the next published customer "Pipeline" newsletter include a listing of all the conservation incentive programs available through the District.

- It was indicated if the BMP revisions are approved at the December 10, 2008 Plenary session, the revision will become effective January 1, 2009.

Following the discussion, the committee recommended that this item be agendaized for presentation to the full board

EXHIBIT 1. BMP DEFINITIONS, SCHEDULES, AND REQUIREMENTS

This Exhibit contains Best Management Practices (BMPs) that signatory water suppliers commit to implementing. Suppliers' water-needs estimates will be adjusted to reflect estimates of reliable savings from these BMPs. For some BMPs, no estimate of savings is made.

It is recognized by all parties that a single implementation method for a BMP would not be appropriate for all water suppliers. In fact, it is likely that in the future water suppliers will find new implementation methods even more effective than those described. Any implementation method used should be at least as effective as the methods described below.

The Council's 14 BMPs are now organized into five categories. Two categories, Utility Operations and Education, are "Foundational BMPs", because they are considered to be essential water conservation activities by any utility and are adopted for implementation by all signatories to the MOU as ongoing practices with no time limits. The remaining BMPs are "Programmatic BMPs" and are organized into Residential, Commercial, Industrial, and Institutional (CII), and Landscape categories. The minimal activities required of each signatory are encompassed within each list, except for activities from which a utility is exempt from completing under section 4.5 of the MOU and for which the utility has filed an exemption with the Council.

BMP Naming Changes

Old BMP Number & Name	New BMP category
1. Water Survey Programs for Single-Family Residential and Multi-Family Residential Customers	Programmatic: Residential
2. Residential Plumbing Retrofit	Programmatic: Residential
3. System Water Audits, Leak Detection and Repair	Foundational: Utility Operations – Water Loss Control
4. Metering with Commodity Rates for All New Connections and Retrofit of Existing Connections	Foundational: Utility Operations – Metering
5. Large Landscape Conservation Programs and Incentives	Programmatic: Landscape
6. High-Efficiency Clothes Washing Machine Financial Incentive Programs	Programmatic: Residential

7. Public-information Programs	Foundational: Education – Public-information Programs
8. School Education Programs	Foundational: Education – School Education Programs
9. Conservation Programs for Commercial, Industrial, and Institutional (CII) Accounts	Programmatic: Commercial, Industrial, and Institutional
10. Wholesale Agency Assistance Programs	Foundational: Utility Operations – Operations
11. Retail Conservation Pricing	Foundational: Utility Operations – Pricing
12. Conservation Coordinator	Foundational: Utility Operations – Operations
13. Water-waste Prohibition	Foundational: Utility Operations – Operations
14. Residential ULFT Replacement Programs	Programmatic: Residential

Compliance with the BMP water savings goals can be accomplished in one of three ways including: accomplishing the specific measures as listed in Section A of each BMP; accomplishing a set of measures which achieves equal or greater water savings, referred to in this document as the Flex Track Menu; and accomplishing set water savings goals as measured in gallons per capita per day consumption.

A signatory may elect to adopt additional or alternative measures, in part or in any combination, as described in the Flex Track Menus, provided that the demonstrated water savings in the Flex Track Menu activities are equal to or greater than the water savings that would be achieved by the BMP measures.

“Demonstrated water savings” represent unit water savings for individual BMP or Flex Track Menu conservation technologies and activities as established by either: (a) a water utility; (b) independent research studies; or (c) CUWCC-adopted savings as reviewed by the Research and Evaluation Committee and approved by the Steering Committee.

Another alternative method to satisfying the BMP requirements is “GPCD (gallons per capita per day) Compliance”. Agencies which choose a GPCD Compliance approach will be counting overall water savings of the quantifiable measures from the BMP list or Flex Track Menu plus additional savings achieved through implementation of the Foundational BMPs. [The actual targets and methodology associated with the GPCD Compliance approach will be adopted by the Council Plenary in accord with the MOU; and is intended for adoption by the

spring Plenary of 2009 but will be no later than the summer 2009 Plenary.] Savings goals and methodology will be updated in the MOU Compliance Policies from time to time based upon data and studies.

The BMP definitions below are divided into the following sections:

Section A: Implementation

“Implementation” means achieving and maintaining the staffing, funding and, in general, the priority levels necessary to achieve the level of water savings or activity called for in the implementation section of each definition, and to satisfy the commitment by the signatories to use good-faith efforts to optimize savings from implementing BMPs as described in Section 4.4 of the MOU.

Section B: Implementation Schedule

Signatory water suppliers will implement the Best Management Practices according to the schedules in each definition. These schedules state the latest dates by which implementation of BMPs must be underway. It is recognized that some signatories are already implementing some BMPs and that these schedules do not prohibit signatories from implementing BMPs sooner than required.

Section C: Coverage Requirements

This section specifies the minimum level of coverage required by the BMPs.

Section D: Requirements for Documenting BMP Implementation

Section D of each definition contains the minimum record-keeping and reporting requirements for agencies to document BMP and Flex Track Menu implementation levels and efforts, and will be used to guide Council development of the BMP implementation report forms and database.

Section E: Water Savings Assumptions

Section E of each definition contains the assumptions of reliable water savings to be used in accordance with Sections 5.1 and 5.2 of the MOU. These will be updated from time to time by the Research and Evaluation Committee and published in the MOU Compliance Policy and BMP Guidebook.

Section F: Flex Track Menu

This section is included in the Programmatic BMP definitions. The approach is defined in this Exhibit, and the Menu is contained in the MOU Compliance Policy and BMP Guidebook, where it can be updated from time to time with approval of the Research and Evaluation Committee.

10/20/2008

Draft for Consideration

In this Exhibit, a measure is intended to be an individual activity and a practice is a set of measures.

FOUNDATIONAL BMPs

1. UTILITY OPERATIONS PROGRAMS

Water utilities throughout California are implementing water conservation programs and providing services to the customers they serve. There are four subcategories that comprise signatory utility operation program responsibilities.

1.1 OPERATIONS PRACTICES

This practice will outline several key actions that utilities shall take to better enable conservation program implementation, to supplement conservation incentives with regulations where appropriate, and to assist one another through the wholesaler-retailer relationship.

A. Implementation

Implementation shall consist of at least the following actions:

1) Conservation Coordinator (*formerly BMP 12*)

Designate a person as the agency's responsible conservation coordinator for program management, tracking, planning, and reporting on BMP implementation.

2) Water-waste prevention (*formerly BMP 13*)

a) New development

Enact, enforce, or support legislation, regulations, ordinances, or terms of service that (1) prohibit water-waste such as, but not limited to: single-pass cooling systems; conveyer and in-bay vehicle wash and commercial laundry systems which do not reuse water; non-recirculating decorative water fountains and (2) address irrigation, landscape, and industrial, commercial, and other design inefficiencies.

b) Existing users

Enact, enforce, or support legislation, regulations, ordinances, or terms of service that prohibit water-waste such as, but not limited to: landscape and irrigation inefficiencies, commercial or industrial inefficiencies, and other misuses of water.

c) Water-shortage measures

Enact, enforce, or support legislation, regulations, ordinances, or terms of service that facilitate implementation of water-shortage response measures.

3) Wholesale agency assistance programs (*formerly BMP 10*)

This section addresses assistance relationships between regional wholesale agencies and intermediate wholesale agencies as well as between wholesale agencies and retail agencies.

a) Financial investments and building partnerships

When mutually agreeable and beneficial to a wholesaler and its retail agencies, a wholesaler will provide financial assistance and help build partnerships to accomplish conservation. Wholesale water suppliers will consider avoided capital costs when making financial investments and build regional partnerships to advance water conservation efforts and effectiveness. Where applicable, intermediate wholesale water suppliers that receive conservation-related financial incentives from regional wholesalers will pass through eligible financial incentives to retail agencies operating programs at the retail level.

b) Technical support

When requested, wholesale water agencies will provide conservation-related technical support and information to retail agencies they serve. Support and information will include, but will not be limited to: workshops and support advice addressing conservation program planning, design, implementation, and evaluation.

c) Program management

When mutually advantageous, wholesale and retail water agencies will join together to plan, design, implement, manage, and evaluate regional conservation programs.

When mutually agreeable and beneficial, the wholesale agency or another lead regional agency will operate all or part of the conservation program; if the wholesale agency or other lead regional agency operates all or part of a program, then it may, by mutual consent with the retail agency, assume responsibility for CUWCC reporting for funded BMPs; under this arrangement, a wholesale agency or other lead regional agency may aggregate all or portions of the reporting and coverage requirements of all retail agencies joining into the mutual consent.

d) Water-shortage allocations

Wholesale agencies shall pursue water-shortage allocation policies or plans which minimize disincentives to long-term water conservation, and encourage and reward investments in long-term conservation shown to advance regional water supply reliability and sufficiency.

e) Non-signatory reporting
To the extent possible, wholesale water agencies will provide reports on BMP implementation within their service area by retail water agencies that are not signatories to the MOU.

f) Encourage CUWCC membership
Wholesale agencies will encourage all of their retail agencies to become MOU signatories, provide information to assist the CUWCC in recruitment targeting, and may assist in paying CUWCC dues for their retail agencies.

B. Implementation Schedule

Implementation shall commence no later than July 1 of the first year following the latter of either: 1) the year the agency signed or became subject to the MOU, or 2) the year this Exhibit is amended.

C. Coverage Requirements

Coverage shall consist of:

1) Conservation Coordinator

Staff and maintain the position of trained conservation coordinator, or equivalent consulting support, and provide that function with the necessary resources to implement BMPs.

2) Water waste prevention

Water Agency shall do one or more of the following:

- a) Enact and enforce an ordinance or establish terms of service that prohibit water waste
- b) Enact and enforce an ordinance or establish terms of service for water-efficient design in new development
- c) Support legislation or regulations that prohibit water waste
- d) Enact an ordinance or establish terms of service to facilitate implementation of water-shortage response measures
- e) Support local ordinances that prohibit water-waste
- f) Support local ordinances that establish permits requirements for water-efficient design in new development.

3) Wholesale agency programs

a) Financial investments and building partnerships

When mutually agreeable and beneficial to a wholesaler and its retail agencies cost-effectiveness assessments, including avoided cost per acre-foot, will be completed for each BMP the

wholesale agency is potentially obligated to support. The methodology used will conform to the Council standards and procedures, and the information reported will be sufficient to permit independent verification of the calculations and of any exemptions claimed on the cost-effectiveness grounds.

b) Technical support

When requested provide technical support, incentives, staff or consultant support, and equivalent resources to retail members to assist, or to otherwise support, the implementation of BMPs.

c) Program management

When mutually agreeable and beneficial to a wholesaler and its retail agencies offer program management and BMP reporting assistance to its retailers and the results of the offer will be documented. It is recognized that wholesale agencies have limited control over retail agencies that they serve and must act in cooperation with those retail agencies on implementation of BMPs. Thus, wholesale agencies cannot be held responsible for levels of implementation by individual retailers in their wholesale service areas.

d) Water-shortage allocation

Water-shortage allocations plans or policies will encourage and reward investments in long-term conservation.

e) Non-signatory reporting

Wholesale water agencies will report on non-signatory BMP implementation, when possible.

f) Encourage CUWCC membership

Wholesale agencies will encourage CUWCC membership and offer recruitment assistance.

D. Requirements for Documenting BMP Implementation

1) Conservation coordinator

Provide the contact information for the conservation coordinator, or consultant assigned, and verification that the position is responsible for implementing the tasks identified in Section A.1).

2) Water-waste prevention

Provide the following:

- a) A description of, or electronic link to, any ordinances or terms of service adopted by water agency to meet the requirements of this BMP

- b) A description of, or electronic link to, any ordinances or requirements adopted by local jurisdictions or regulatory agencies with the water agency's service area.
- c) A description of any water agency efforts to cooperate with other entities in the adoption or enforcement of local requirement consistent with this BMP.
- d) A description of agency support positions with respect to adoption of legislation or regulations consistent with this BMP.

3) Wholesale agency assistance programs

a) Financial investments and building partnerships
List the total monetary amount of financial incentives and equivalent resources provided to retail members to assist with, or to otherwise support, implementation of BMPs, subtotaled by BMP. List regional partnerships developed to encourage resource conservation and maximize economies of scale benefits.

b) Technical support
Supply a summary of types of technical support provided to retail agencies.

c) Program management
If the wholesale agency has assumed reporting responsibility, list the programs managed on behalf of its retail agencies.

d) Water-shortage allocation
If a water-shortage allocation plan or policy has been developed, provide the date of adoption and electronic link to the document or hardcopy.

e) Non-signatory reporting
Receipt of reports

f) Encourage CUWCC membership
List of efforts to recruit retailers and amount of dues paid on behalf of retail agencies.

E. Water Savings Assumptions

Not quantified. However, water savings may be realized in the following ways:

1) Wholesalers may use the Council's Cost and Savings document to assess the total amount of water savings achieved by each wholesaler-supported BMP. Other statistically validated sources may be also used to demonstrate water savings.

2) Water savings from enforcement of legislation and regulations will be projections developed based on anticipated savings from device(s) applied to the population subject to the regulation(s).

3) Water savings from implementation of water-waste prevention measures.

(PLACEHOLDER: INSERT 1.2 PRICING (*formerly BMP 11*), 1.3 METERING (*formerly BMP 4*) AND 1.4 WATER LOSS CONTROL (*formerly BMP 3*) BMPs. This will be done once this document has been finalized.)

2. EDUCATION PROGRAMS

California water agencies have played a major role in stressing the need for their customers to conserve water through both public-information and school education programs. The specifics of how these programs are to be implemented are detailed below.

2.1 PUBLIC-INFORMATION PROGRAMS (formerly BMP 7)

This section addresses opportunities to use public-information programs as an effective tool to inform customers about the need for water conservation and ways they can conserve, and to influence customer behavior to conserve.

A. Implementation

Implement a public-information program to promote water conservation and water conservation-related benefits. Implementation shall consist of at least the following actions:

- 1) The program should include, when possible, but is not limited to, providing speakers to employees, community groups and the media; using paid and public-service advertising; using bill inserts; providing information on customers' bills showing use for the last billing period compared to the same period the year before; providing public-information to promote water conservation measures; and coordinating with other government agencies, industry groups, public interest groups, and the media.
- 2) The program should include, when possible, social-marketing elements which are designed to change attitudes to influence behavior. This includes seeking input from the public to shape the water conservation message; training stakeholders outside the utility staff in water conservation priorities and techniques; and developing partnerships with stakeholders who carry the conservation message to their target markets.
- 3) When mutually agreeable and beneficial, the wholesale agency or another lead regional agency may operate all or part of the public-information program. If the wholesale agency operates the entire program, then it may, by mutual consent with the retail agency, assume responsibility for CUWCC reporting for this BMP. Under this arrangement, a wholesale agency may aggregate all or portions of the reporting and coverage requirements of the retail agencies joining into the mutual consent.

B. Implementation Schedule

Implementation shall commence no later than July 1 of the first year following the latter of either: 1) the year the agency signed or became subject to the MOU, or 2) the year this Exhibit is amended.

C. Coverage Requirements

Agencies shall maintain an active public-information program to promote and educate customers about water conservation.

At minimum a public-information program shall consist of the following components:

- 1) Contacts with the public (minimum = 4 times per year, i.e., at least quarterly).
- 2) Water supplier contacts with media (minimum = 4 times per year, i.e., at least quarterly).
- 3) An actively maintained website that is updated regularly (minimum = 4 times per year, i.e., at least quarterly).
- 4) Description of materials used to meet minimum requirement.
- 5) Annual budget for public outreach program.
- 6) Description of all other outreach programs (List follows in Section D).

D. Requirements for Documenting BMP Implementation

Agencies may report on all of the following activities, although agencies are only expected to meet the minimum requirements in section C. Coverage Requirements.

Public-information Programs List

- 1) Newsletter articles on conservation
- 2) Flyers and/or brochures (total copies), bill stuffers, messages printed on bill, information packets
- 3) Landscape water conservation media campaigns
- 4) General water conservation information
- 5) Website
- 6) Email messages
- 7) Website -provide link to or list of qualified landscape professionals (WaterSense, California Landscape Contractors Association, Irrigation Association, etc.) and other helpful sites
- 8) Direct mail -seasonal postcards noting irrigation requirement changes
- 9) Direct mail or other notification to customer if water use is

- significantly higher than neighbors with similarly sized lots
- 10) Customer notification when neighbor reports runoff or runoff is noticed by employees or meter reads show rise in use of 20% or more from same time previous year
 - 11) Dedicated phone line or "on hold" messages with recorded conservation information
 - 12) Booths at local fairs/events
 - 13) Monthly water-use reports provided with comparison of water use to water budget
 - 14) Presentations
 - 15) Point of purchase pieces, including internet point of purchase by type: high-efficiency clothes washers, weather-based irrigation controller, high-efficiency toilets, plant palette information, other.
 - 16) Media outreach: news releases, editorial-board visits, written editorials, newspaper contacts, television contacts, radio contacts, articles or stories resulting from outreach. Provide names of local media markets: newspaper, TV stations, radio stations reached via media outreach program during the reporting period
 - 17) Adult Education/Training Programs: Topic(s) _____: number of presentations, number of attendees
 - 18) Water Conservation Gardens: involvement in a garden that promotes and educates the public about water-efficient landscaping and conservation techniques. May include "Corporate" or "business" sponsorship or membership.
 - 19) Sponsor or co-sponsor landscape workshops/training for homeowners and/or homeowners associations: number of presentations; number in attendance
 - 20) Landscape-watering calculator and watering index to assist with weekly irrigation scheduling
 - 21) Additional program(s) supported by agency but not mentioned above
 - 22) Total reporting period budget expenditure for public outreach/training/adult education programs (include all agency costs)

Social-marketing Programs List

Developing the Conservation Message:

- 1) Does your agency have a water conservation "brand," "theme" or mascot: If so briefly describe: _____
- 2) Have you sponsored or participated in market research to refine your message? If so topic: _____ Message of above brand? Mission Statement?
- 3) Do you have a community conservation committee?
If yes, its focus is on:
 - a. Conservation in general;
 - b. Landscape;
 - c. Education;
 - d. Commercial/industrial/institutional;

- e. Other: _____
- 4) Training for stakeholders who help support programs or educate others about conservation:
 - a. Professional landscapers: number of sessions/classes; number of attendees: on irrigation equipment; other
 - b. Plumbers: number of sessions/classes; number of attendees
 - c. Homeowners: number of sessions/classes; number of attendees: on irrigation equipment; other
 - 5) Additional program(s) supported by agency but not mentioned above.
 - 6) Total reporting period budget expenditure for social-marketing programs (include all agency costs)

Partnering programs:

- 1) Master Gardeners; Type of program: _____
- 2) CLCA; Type of program: _____
- 3) Cooperative Extension; Type of program: _____
- 4) Retail and wholesale outlets Name(s): _____ Type of program: _____
- 5) Local Colleges; Type of program: _____
- 6) Green Building Programs; Type of program: _____
- 7) Other _____
- 8) Newsletter articles published in other entities' newsletters:
 - a. HOAs: number per year to number of customers
 - b. City materials: number per year to number of customers
 - c. Non-profits: number per year to number of customers
 - d. Other: number per year to number of customers
- 9) Other utilities, including electric utilities
- 10) Water conservation gardens at utility or other high traffic areas or new homes
- 11) Water-wise landscape contest or awards program

E. Water Savings Assumptions

Not quantified.

2.2 SCHOOL EDUCATION PROGRAMS (formerly BMP 8)

School education programs have been implemented to reach the youngest water users at an early age and enforce the need to engage in water conservation as a life-long behavior. This section provides specifics on how school education programs are to be implemented.

A. Implementation

Implementation shall consist of at least the following actions:

- 1) Implement a school education program to promote water conservation and water conservation-related benefits.
- 2) Programs shall include working with school districts and private schools in the water suppliers' service area to provide instructional assistance, educational materials, and classroom presentations that identify urban, agricultural, and environmental issues and conditions in the local watershed. Educational materials shall meet the state education framework requirements and grade-appropriate materials shall be distributed.
- 3) When mutually agreeable and beneficial, the wholesale agency or another lead regional agency will operate all or part of the education program; if the wholesale agency operates all or part of the retail agency's school education program, then it may, by mutual consent with the retail agency, assume responsibility for CUWCC reporting of this BMP; under this arrangement, a wholesale agency may aggregate all or portions of the reporting and coverage requirements of the retail agencies joining into the mutual consent

B. Implementation Schedule

Implementation shall commence no later than July 1 of the first year following the latter of either: 1) the year the agency signed or became subject to the MOU, or 2) the year this Exhibit is amended.

C. Coverage Requirements

Agencies shall maintain an active school education program to educate students in the agency's service area about water conservation and efficient water use. An agency may participate in a mutual arrangement as described in Section A.

At minimum a school information program shall consist of the following:

- 1) Curriculum materials developed and/or provided by agency (including confirmation that materials meet state education framework requirements and are grade-level appropriate).
- 2) Materials distributed to K-6 students. When possible, school education programs will reach grades 7-12 as well.
- 3) Description of materials used to meet minimum requirement.
- 4) Annual budget for school education program.
- 5) Description of all other water supplier education programs (Lists follow in Section D).

D. Requirements for Documenting BMP Implementation

Agencies may report on all of the following activities, although they are only expected to meet the minimum requirements in section C. Coverage Requirements.

School Education Programs List

- 1) Classroom presentations: number of presentations, number of attendees, topics covered: conservation, recycled water, water sources, pollution prevention, etc.
- 2) Large group assemblies: number of presentations, number of attendees
- 3) Children's water festivals or other events: number of presentations, number of attendees
- 4) Cooperative efforts with existing science/water education programs (various workshops, science-fair awards or judging) and follow-up: number of presentations, number of attendees.
- 5) Other methods of disseminating information (i.e. themed age-appropriate classroom loaner kits) Description _____; number distributed
- 6) Staffing children's booths at events & festivals: number of booths, number of attendees
- 7) Water conservation contests such as poster and photo Description _____; number of participants.
- 8) Offer monetary awards/funding or scholarships to students: number offered; total funding
- 9) Teacher training workshops: number of presentations, number of attendees
- 10) Fund and/or staff student field trips to treatment facilities, recycling facilities, water conservation gardens, etc.: number of tours or field trips, number of participants.
- 11) College internships in water conservation offered: number of internships; total funding
- 12) Career fairs/workshops: number of presentations, number of attendees
- 13) Additional program(s) supported by agency but not mentioned above.

Description: _____; number of events (if applicable); number of participants.

- 14) Total reporting period budget expenditures for school education programs (include all agency costs)

E. Water Savings Assumptions

Not quantified.

PROGRAMMATIC BMPs

Signatories have the option of implementing each BMP as described below, or implementing measures identified in the Flex Track Menu alternative included in each Programmatic BMP.

3. RESIDENTIAL

Residential water users throughout California depend on a reliable and safe supply of water for their homes. This BMP will define the best and most proven water conservation methods and measures those residents, working in conjunction with water agencies, can implement. By implementing these methods and measures homeowners, multi-family property owners, and tenants will increase water use efficiency and reliability. Credit for prior activities, as reported through the BMP database, will be given for documented water savings achieved through 2008.

A. Implementation

Retail water agencies shall implement a water use efficiency program that consists of either the coverage goals listed below or achieving the water savings goals by implementing measures on the Flex Track Menu in Section F below.

1). Residential assistance program (*formerly BMPs 1 & 2*)

Provide site-specific leak detection assistance that may include, but is not limited to, the following: a water conservation survey, water efficiency suggestions, and/or inspection. Provide showerheads and faucet-aerators that meet the current water efficiency standard as stipulated in the WaterSense Specifications (WSS) as needed.

2) Landscape water survey (*formerly BMP 1*)

Perform site-specific landscape water surveys that shall include, but are not limited to, the following: check irrigation system and timers for maintenance and repairs needed; estimate or measure landscaped area; develop customer irrigation schedule based on precipitation rate, local climate, irrigation system performance, and landscape conditions; review the scheduling with customer; provide information packet to customer; and provide customer with evaluation results and water savings recommendations.

3) High-efficiency clothes washers (HECWs) (*formerly BMP 6*)

Provide incentives or institute ordinances requiring the purchase of high-efficiency clothes washing machines (HECWs) that meet an average

water factor value of 5.0. If the WaterSense Specification is less than 5.0, then the average water factor value will decrease to that amount.

4) WaterSense Specification (WSS) toilets (*formerly BMP 14*)
Provide incentives or ordinances requiring the replacement of existing toilets using 3.5 or more gpf (gallons per flush) with a toilet meeting WSS.

5) WaterSense Specifications for residential development
Provide incentives such as, but not limited to, rebates, recognition programs, or reduced connection fees, or ordinances requiring residential construction meeting WSS for single-family and multi-family housing until a local, state or federal regulation is passed requiring water-efficient fixtures.

B. Implementation Schedule

Implementation shall commence no later than July 1 of the first year following the latter of either: 1) the year the agency signed or became subject to the MOU, or 2) the year this exhibit is amended.

C. Coverage Requirements

Coverage shall consist of:

1) Residential Assistance

Provide leak detection assistance to an average of 1.5 percent per year of current single-family accounts and 1.5 percent per year of current multi-family units during the first ten years after signing the MOU. After completing the ten-year 15 percent target, agencies will maintain a program at the level of high-bill complaints or not less than 0.75 percent per year of current single-family accounts and 0.75 percent per year of current multi-family units. Showerhead distribution will be considered complete when 75 percent market saturation is achieved.

2) Landscape water survey

Provide landscape water surveys to an average of 1.5 percent per year of current single-family accounts during the first ten years after signing the MOU. After completing the ten-year 15 percent target, agencies will maintain a program at the level of high-bill complaints or no less than 0.75 percent per year of current single-family accounts and multi-family accounts.

3) High-efficiency clothes washers

Provide financial incentives for the purchase of HECWs that meet an average water factor value of 5.0. If the WaterSense Specification is less than 5.0, then the water factor value will decrease to that amount. Incentives shall be provided to 0.9 percent of current single-family accounts during the first reporting period following BMP implementation, rising to 1.0 percent per year of current single-family accounts for the remainder of ten-year period following signing of the MOU. An alternative method is to demonstrate 1.4 percent per year of the market penetration during the first ten years after signing the MOU.

4) WaterSense Specification (WSS) toilets

A financial incentive shall continue to be offered for toilets meeting the current WSS and updated standard whenever a more efficient toilet is identified by WSS. Compliance will entail demonstrating a number of toilet replacements of 3.5 gpf or greater toilets at or above the level achieved through a retrofit on resale ordinance until 2014, or a market saturation of 75% is demonstrated, whichever is sooner.

5) WSS for new residential development

An incentive shall continue to be offered until a water agency, or local, state or federal regulation is in effect meeting at a minimum, WSS for water-efficient single-family homes. Multi-family housing shall also meet the WSS in all applicable criteria regardless of the total number of stories in the building.

D. Requirements for Documenting BMP Implementation

1) Residential assistance

Provide reports, disaggregated by single-family and multi-family units, identifying: the number of residential assistance/leak detection survey visits completed; number of WSS showerheads distributed; and number of WSS faucet aerators distributed during the reporting period.

2) Landscape water survey

Provide the number of single-family account landscape water surveys completed during the reporting period.

3) High-efficiency clothes washers

The number of installations credited to the agency's replacement program for HECWs with an average water factor value of 5.0. If the WaterSense Specification is less than 5.0, then the water factor value will decrease to that amount.

4) WaterSense Specification (WSS) toilets

A description of the program along with the number of WSS toilet installations credited to the agency's replacement program disaggregated by single-family or multi-family units.

5) WSS for new residential development

Provide a copy of the new development ordinance currently adopted by the reporting unit or provide the following incentive program details: number of new single-family and multi-family units built in service area during the reporting period; description of incentives offered; list of incentive amounts; number of WSS fixtures installed; and number of participating single-family home and multi-family units.

E. Water Savings Assumptions

Water savings assumptions will be based on the type and number of actions implemented.

F. Flex Track Menu

In addition to the measures above, the Flex Track Menu options may be implemented in part or any combination to meet the savings goal for this BMP. Agencies choosing the Flex Track Menu are responsible for achieving water savings greater than or equal to that which they would have achieved using only the BMP list items. Water savings estimates for the Flex Track Menu items will be maintained and regularly updated in the MOU Compliance Policies and BMP Guidebook.

4. COMMERCIAL, INDUSTRIAL, AND INSTITUTIONAL *(formerly BMP 9)*

Commercial, industrial, and institutional (CII) water demands make up a large percentage of total demand for California. CII water use varies dramatically between business sectors as well as within a given water agency's territory. The goal of this BMP is to implement comprehensive yet flexible best management practices, allowing each water agency to tailor the implementation of each practice to fit local needs and opportunities. The end result is a practice that is successful and will produce the greatest amount of cost-effective water savings.

A. Implementation

Implement measures to achieve the water savings goal for CII accounts of 10% of the baseline water use over a 10-year period. Baseline water use is defined as the water consumed by CII accounts in the agency's service area in 2008. Credit for prior activities, as reported through the BMP database, will be given for up to 50% of the goal; in this case, coverage will consist of reducing annual water use by CII accounts by an amount equal to the adjusted percentage goal within 10 years. Implementation shall consist of item 1) or 2) or both in order to reach the agency's water savings goals.

1) Implement measures on the CII list with well-documented savings that have been demonstrated for the purpose of documentation and reporting. The full list and their associated savings are included in the "Demonstrated Savings Measure List" in Section E below.

2) Implement unique conservation measures to achieve the agency's water savings goals. Sample measures include, but are not limited to: industrial process water use reduction, industrial laundry retrofits, car wash recycling systems, water-efficient commercial dishwashers, and wet cleaning. Water use reduction shall be calculated on a case-by-case basis. Agencies will be required to document how savings were realized and the method and calculations for estimating savings. See the CII Flex Track Menu list in the attachment to Exhibit 1, as updated in the MOU Compliance Policy and BMP Guidebook.

B. Implementation Schedule

Implementation shall commence not later than July 1 of the first year following the latter of either: 1) the year the agency signed or became subject to the MOU, or 2) the year this Exhibit is amended.

C. Coverage Requirements

Coverage shall consist of meeting the annual water savings goal in Section A. Although it is not one of the criteria in meeting implementation, agencies will be considered on track if estimated savings as a percent of baseline water use equals or exceeds the following:

0.5% by the end of first reporting period (year two), 2.4% by the end of year four, 4.3% by the end of year six, 6.4% by the end of year eight, and 9% by the end of year ten. Percentages will be adjusted proportionally for up to 50% past credit referred to in the Implementation section.

D. Requirements for Documenting BMP Implementation

Each reporting period agencies are required to report the estimated reduction in annual water use for all CII accounts.

1) CII List

For measures on the CII list with demonstrated savings, agencies shall report the measure type and quantity installed, as well as savings attributed to water-shortage measures, intervention and actions.

2) Flex Track Menu

For measures on the Flex Track Menu, agencies shall use one of three methods of measurement listed below to track savings. Agencies shall report the type of measure implemented, the industry in which the measure was implemented, and estimated savings as well as the measure life. Agencies shall keep detailed usage data on file and report the annual and lifetime savings.

a) Point-of-retrofit Metering

Usage data collected from meters installed at the point of retrofit.

b) Customer Bill Analysis

Pre-and post-program usage from utility bills from the appropriate meters related to the measures implemented. For mixed-use meters, a minimum of 12 months pre-retrofit and 12 months post-retrofit usage data shall be used to calculate savings. The data shall be normalized for weather. For dedicated meters, a minimum

of 6 months pre-retrofit and 6 months post-retrofit data shall be used to calculate savings.

c) Agency-Provided Calculation

If an agency is unable to provide point-of-retrofit metering or customer bill analysis, the agency must document how savings were realized and the method and calculations for estimated savings. The calculation and assumptions are subject to approval by the Council on a case-by-case basis.

E. Water Savings Assumptions

The Demonstrated Savings Measure List is found below. For assistance in calculating savings from unique measures used in the Flex Track Menu approach, see the BMP Guidebook. .

Measure	Annual Savings (acre-feet)	Measure Life (years)
1. High-efficiency Toilets	.041748	25
2. High-efficiency Urinals	.069086	25
3. Ultra Low Volume Urinals	.080603	25
4. Zero Consumption Urinals	.0921146	25
5. Commercial High-efficiency Single Load Clothes Washers	0.116618	10
6. Cooling Tower Conductivity Controllers	1.032250	5
7. Cooling Tower ph Controllers	3.981543	5
8. Connectionless Food Steamers	Per Steamer Compartment .25	10
9. Medical Equipment Steam Sterilizers	1.538	20
10. Water-efficient Ice Machines	0.834507	10
11. Pressurized Water Brooms	0.1534	5
12. Dry Vacuum Pumps	0.64	7

F. Flex Track Menu

In addition to the measures above, the Flex Track Menu options may be implemented in part or any combination for CII customers to meet the water savings goal of this BMP. Agencies may choose to implement any alternative with measurable water savings. Agencies choosing the Flex Track Menu option are responsible for achieving water savings greater than or equal to that which they would have achieved using only the BMP list items. Water savings estimates for the Flex Track Menu items will be maintained and regularly updated in the MOU Compliance Policies and BMP Guidebook.

Custom measures shall be calculated on a case-by-case basis. Agencies will be required to provide documentation on how savings were realized and the method and calculations for estimating savings.

5. LANDSCAPE (formerly BMP 5)

Irrigation accounts for a large portion of urban water use in California. Irrigation water use varies dramatically depending on water pricing and availability, plant choice, geographic locations, seasonal conditions, and the level of commitment to sound water efficiency practices. The goal of this BMP is that irrigators, with assistance from signatories, will achieve a higher level of water use efficiency consistent with the actual irrigation needs of the plant materials. Reaching this goal would reduce overall demands for water, reduce demands during the peak summer months, and still result in a healthy and vibrant landscape for California.

A. Implementation

Agencies shall provide non-residential customers with support and incentives to improve their landscape water use efficiency. Credit for prior activities, as reported through the BMP database, will be given for documented water savings achieved through 2008. This support shall include, but not be limited to, the following:

1) Accounts with Dedicated Irrigation Meters

a) Identify accounts with dedicated irrigation meters and assign ETo-based water-use budgets equal to no more than an average of 70% of ETo (reference evapotranspiration) of annual average local ETo per square foot of landscape area in accordance with the schedule below.

Recreational areas (portions of parks, playgrounds, sports fields, golf courses, or school yards in public and private projects where turf provides a playing surface or serves other high-use recreational purposes) and areas permanently and solely dedicated to edible plants, such as orchards and vegetable gardens, may require water in addition to the water-use budget. (These areas will be referred to as "recreational" below.) The water agency must provide a statement designating those portions of the landscape to be used for such purposes and specifying any additional water needed above the water-use budget, which may not exceed 100% of ETo on an annual basis.

If the California Model Water-efficient Landscape Ordinance is revised to reduce the water allowance, this BMP will be revised automatically to reflect that change.

b) Provide notices each billing cycle to accounts with water-use budgets showing the relationship between the budget and actual consumption.

- c) Offer site-specific technical assistance to reduce water use to those accounts that are 20% over budget in accordance with the schedule given in Section B; agencies may choose not to notify customers whose use is less than their water-use budget.
- 2) Commercial/Industrial/Institutional (CII) Accounts without Meters or with Mixed-Use Meters
 - a) Develop and implement a strategy targeting and marketing large landscape water-use surveys to commercial/industrial/institutional (CII) accounts with mixed-use meters.
 - b) In un-metered service areas, actively market landscape surveys to existing accounts with large landscapes, or accounts with landscapes which have been determined by the purveyor not to be water-efficient .
 - 3) Offer financial incentives to support 1) and 2) above.

B. Implementation Schedule

- 1) Implementation shall commence not later than July 1 of the first year following the latter of either: 1) the year the agency signed or became subject to the MOU, or 2) the year this Exhibit is amended.
- 2) Per year at least 9% of accounts with dedicated meters and 1.5% of all mixed-use or non-metered accounts will receive the assistance detailed in Section A. 1) and 2) above. At least 90% of all dedicated meters and 15% of all mixed-use and non-metered accounts will receive the assistance over a ten-year period.

C. Coverage Requirements

Coverage shall consist of:

- 1) ETo-based water-use budgets developed for 90% of CII accounts with dedicated irrigation meters at an average rate of 9% per year over 10 years.
- 2) Offer site-specific technical assistance annually to all accounts that are 20% over budget within six years of the date implementation was to commence.
- 3) Complete irrigation water-use surveys for not less than 15% of CII accounts with mixed-use meters and un-metered accounts within 10 years of the date implementation is to commence. (Note: CII surveys

that include both indoor and outdoor components can be credited against coverage requirements for both the Landscape and CII BMPs.)

An agency will be considered on track if the percent of CII accounts with mixed-use meters receiving a landscape water-use survey equals or exceeds the following: 1.5% by the end of the first reporting period (year two) following the date implementation is to commence; 3.6% by the end of year four; 6.3% by the end of year six; 9.6% by the end of year eight; and 13.5% by the end of year ten.

Agency may credit 100% of the number of landscape water-use surveys for CII accounts with mixed-use meters completed prior to July 1, 2007 that have received a follow-up inspection against the coverage requirement; agency may credit 50% of surveys that have not received follow-up inspections. Agency may credit 100% of the number of landscape water-use surveys completed for CII accounts with mixed-use meters after July 1, 2007 against the coverage requirement.

- 4) Agency will implement and maintain a customer incentive program(s) for irrigation equipment retrofits.

D. Requirements for Documenting BMP Implementation

1) Dedicated Landscape Irrigation Accounts

Agencies shall preserve water-use records and budgets for customers with dedicated landscape irrigation accounts for at least four years. This information may be used by the Council to verify the agency's reporting on this BMP.

- a) Number of dedicated irrigation meter accounts.
- b) Number of dedicated irrigation meter accounts with water budgets.
- c) Aggregate water use for dedicated non-recreational landscape accounts with budgets.
- d) Aggregate acreage assigned water budgets and average ET for dedicated non-recreational landscape accounts with budgets.
- e) Number of Accounts 20% over budget.
- f) Number of accounts 20% over budget offered technical assistance.
- g) Number of accounts 20% over budget accepting technical assistance

h) Aggregate acreage of recreational areas assigned water budgets and average ET for dedicated recreational landscape accounts with budgets.

2) CII Accounts without Meters or with Mixed-Use Meters

- a) Number of mixed use and un-metered accounts.
- b) Number, type, and dollar value of incentives, rebates, and no-or low-interest loans offered to, and received by, customers.
- c) Number of surveys offered.
- d) Number of surveys accepted.
- e) Estimated annual water savings by customers receiving surveys and implementing recommendations.

E. Water Savings Assumptions

Assume landscape BMP will result in a 15%-20% reduction in demand for landscape irrigation by affected accounts, as defined in Section C: Coverage Requirements.

F. Flex Track Menu

In addition to the measures above, the Flex Track Menu options may be implemented in part or any combination to meet the savings goal for this BMP. Agencies choosing the Flex Track Menu option are responsible for achieving water savings greater than or equal to that which they would have achieved using only the BMP list items. Water savings estimates for the Flex Track Menu items will be maintained and regularly updated in the MOU Compliance Policies and BMP Guidebook..

2008 Flex Track Menus

In addition to the measures on the BMP List, the Flex Track menu options may be implemented to meet the savings goal for this BMP. Agencies choosing the Flex Track option are responsible for achieving water savings greater than or equal to that which they would have achieved using only the BMP list items. The Flex Track Menu will be maintained and regularly updated in the MOU Compliance Policies. Three Flex Track Menus are found below for the Residential, CII, and Landscape BMPs. These were developed by the BMP Revision Committees in 2008, and will be updated from time-time by the Research and Evaluation Committee. These will be maintained in the CUWCC MOU Compliance Policy and BMP Guidebooks.

Residential Flex Track Menu

- 1) High bill contact with single-family and multi-family customers.
- 2) Educate residential customers about the behavioral aspects of water conservation.
- 3) Notify residential customers of leaks on the customer's side of the meter.
- 4) Provide bill or surcharge refunds for customers to repair leaks on the customer's side of the meter.
- 5) Provide unique water saving fixtures that are not included in the BMP list above.
- 6) Install residence water use monitors.
- 7) Participate in programs that provide residences with school water conservation kits.
- 8) Implement an automatic meter reading program for residential customers.
- 9) Refer to the landscape BMP for the Flex Track menu of landscape measures.

Any other programs that the signatory may implement for residential users that result in documented water savings.

Commercial, Industrial and Institutional Flex Track Menu

- 1) Industrial Process Water Use Reduction
 - a) Recycling
 - b) Deionization
- 2) Commercial Laundry Retrofits
- 3) Industrial Laundry Retrofits
- 4) Filter Upgrades
- 5) Car Wash Reclamation Systems
- 6) Wet Cleaning
- 7) Water Audits
- 8) Clean In Place (CIP) Technology
- 9) Waterless Wok
- 10) Alternative On-site Water Sources
 - a) Cooling Condensate,
 - b) Foundation Drain Water
 - c) Gray Water
 - d) Storm Water
 - e) Rain Water
 - f) Pond and Water Feature Recycling
- 11) Submetering
- 12) Pool Covers
- 13) High Efficiency Showerheads
- 14) Faucet Flow Restrictors
- 15) Water Efficient Dishwashers
- 16) Hot Water on Demand
- 17) Pre-rinse Spray Valves of 1.2 gpm (gallons per minute) or less
- 18) Central Flush Systems
- 19) Other Measures chosen by the Agency

Landscape Flex Track Menu

	Measure*	Documentation
	1 Monitor and report on landscape water use	
1a	Measure landscapes and develop water budgets for customers with dedicated landscape meters. Provide timely water use reports with comparisons of water use to budget (through bills, electronically, by mail or other means) that provide customers the information they need to adjust irrigation schedules.	# number of sites with dedicated meters, number of sites with landscape measurements and water budgets, number of sites to be measured and provided water budgets each of the next 10 years, estimated water savings
1b	Measure landscapes and develop water budgets for customers with mixed meters. Provide timely water use reports with comparisons of water use to budget (through bills, electronically, by mail or other means) that provide customers the information they need to adjust irrigation schedules.	# number of sites with mixed meters, number of sites with landscape measurements and water budgets, number of sites to be measured and provided water budgets each of the next 10 years, estimated water savings
1c	Establish agency-wide water budget.	# water budget, amount of water used (AF/acre)
1d	Establish agency-wide, sector-based irrigation goal to reduce water use, based on seasonality.	# minimum irrigation goal (AF/acre compared seasonally)
	2 Provide technical landscape resources and training	
2a	Upon customer requests, provide landscape irrigation management and landscape design information and resources: provide assistance, answer customer questions, respond to run-off and high-bill calls.	# number of contacts: calls in person, over the phone, or via e-mail, estimated water savings
2c	Perform landscape & irrigation audits: including irrigation scheduling, plant information, and landscape area measurement.	# number of audits conducted per year, measurement of square footage of turf, non-turf areas, estimated water savings

	Measure*	Documentation
2d	Sponsor, co-sponsor, promote, or support landscape workshops, training, presentations and other technical educational events for homeowners and professionals: design, installation, maintenance, water management (gardeners, contractors, landscape architects/designers, irrigation specialists, irrigation equipment manufacturers and distributors, nurseries, retailers, homeowners associations, property managers, etc.).	# number of events, number of participants, list title or type of events
2e	Establish time-of-day irrigation restrictions.	Y/N describe restrictions
	3 Provide incentives	
3a	Establish landscape budget-based rates.	Y/N describe rates
3b	Provide incentives for conversions from mixed-use meters to dedicated landscape meters.	# number of conversions, estimated water savings
3c	Provide incentives for installing sub-meters to separate landscape water use.	# number of sub-meters installed, estimated water savings
3d	Provide incentives for irrigation equipment upgrades that improve distribution uniformity, irrigation efficiency, or scheduling capabilities (i.e. controllers, emitters, soil moisture sensors, pressure regulators, rain shut off devices, etc.).	# number of devices/systems installed, estimated water savings
3e	Provide incentives for the reduction of water use over an irrigated area, or reduction in the size of the irrigated area due to replacement of turf or other high water-using plants with low water-using plants, artificial turf, or permeable surfaces.	# acreage of turf replaced, reduced acreage of irrigated landscape, estimated water savings
3f	Provide incentives for conversions from potable to recycled water.	# number of conversions, number of incentives, funds invested, estimated water savings
3g	Provide incentives for the use of alternative sources of water in the landscape (i.e. graywater, rainwater, cisterns, etc.).	# number of conversions, number of incentives, funds invested, estimated water savings
	4 Participate in local and regional planning and regulatory activities	

	Measure*	Documentation
4a	Collaborate with planning agencies at the local and regional level, other water suppliers in the area and stakeholders in response to state or federal requirements such as the State Model Water Efficient Landscape Ordinance and AB 1881. Participate in the development, review, implementation, and enforcement of requirements for new developments. Provide water use data to planning agencies.	Y/N, describe involvement
4b	Establish or participate in a water conservation advisory committee or other community outreach effort to drive market transformation and exchange information about landscape water conservation with developers, community-based organizations, homeowners associations, residential customers, landscape professionals, educators, other water suppliers in region.	Y/N, describe involvement
4c	Participate in regional efforts: integrated water resource management, watershed management, NPDES permit agencies, etc.	Y/N, describe involvement
	5 Develop a holistic approach to landscape water use efficiency	
5a	Develop and implement a comprehensive landscape water conservation program for all customers. Target marketing efforts to those most likely to result in benefits to both customer and Agency.	

6 Other measures

ITEM 11b

Informational Report on the Proposed Revisions to the
California Urban Water Conservation Council's
Memorandum of Understanding Regarding Urban Water
Conservation in California

PowerPoint Presentation

Please reference Attachment 3 posted to
Otay Water District website.

AGENDA ITEM 12



STAFF REPORT

TYPE	Regular Board Meeting	MEETING	December 15, 2008		
MEETING:		DATE:			
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F.	N/A	DIV.	N/A
		NO:		NO.	
SUBJECT:	General Manager's Report				

GENERAL MANAGER:

FLAGSHIP PROJECTS:

Update on the design of the **36-Inch Potable Water Pipeline from FCF #14 to Regulatory Site** (CIP P2009) for the month of October 2008:

- Lee & Ro submitted the 90% design plans to the District for review.
- Staff is working on a letter agreement with the San Diego County Water Authority to allow the District to make a temporary reconnection from Flow Control Facility #14 (FCF) to the La Mesa Sweetwater Extension (LMSE) to maintain service until the 36-inch pipeline is connected. This letter agreement will be submitted to the General Manager for signature in December.
- Project design is scheduled to finish December 2008 and the project will be advertised for bid. Project award is expected in Spring 2009.

Update on the **640-1 and 640-2 Reservoirs Project** (CIP P2185) for the month of October 2008:

- The de-silting basin is 95% complete.
- Project schedule is 95% complete and projected to finish December 2008. Project is on schedule and on budget.

ADMINISTRATIVE SERVICES, INFORMATION TECHNOLOGY AND FINANCE:

Administrative Services:

Human Resources:

- New Hires - There was one employee hired in the month of November: a Reclamation Plant Operator II.

Purchasing:

- Landscape Modification for Security and Water Conservation - Landscape changes will be made to the Administrative Building entrance and drive which will include removing overgrown plant material and replacing it with low growth water-wise plants. Additionally, the irrigation systems to these areas will be evaluated and modified to decrease water use. In addition to reducing water use, this work will improve security and enhance rodent/pest control efforts.
- Low Flush Urinals - Waterless urinal fixtures in the lobby area men's bathroom will be changed to low flush units. The District has tested and evaluated the low flow units and has determined that the low flow units will meet the District's water conservation objective. Thirteen regular flush urinals located throughout the District will be replaced with the low flow units.
- There were 131 purchase orders processed in November 2008 for a total amount of \$356,715.84.

Safety & Security:

- Golden Guardian Exercise - Completed Golden Guardian Table Topic exercises on November 13th. The District's Emergency Operations Center (EOC) was convened and training was conducted during the exercise. California OES authorized CEU's for the event. Participants will be issued training certificates.
- HAZOP - Completed a Hazardous Operations (HAZOP) review of our Aqueous Ammonia sites with Tracer Environmental on November 6th.
- Safety Training - Completed Safety Harness Train-the-Trainer class for two Otay employees, and inspection of 72 Fall Protection Body Harnesses on November 19th.

Water Conservation:

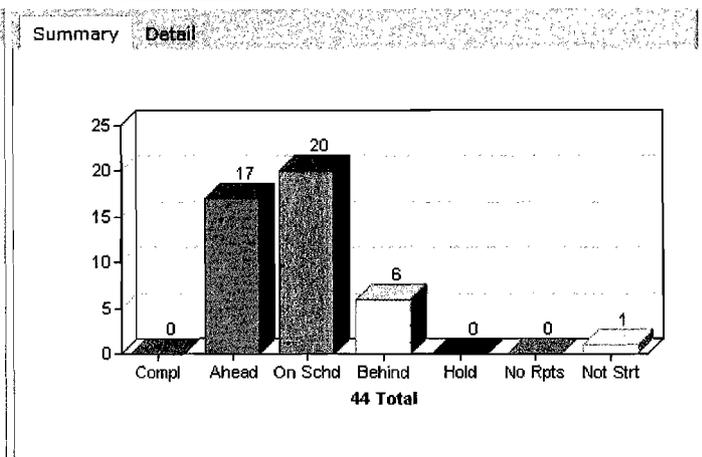
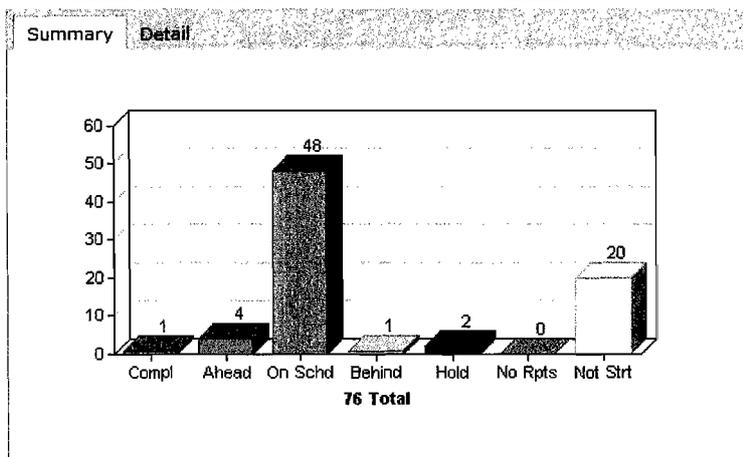
- Water Conservation Best Management Practice (BMP) Revisions - Staff attended the California Urban Water Council's December meeting to vote on the draft revisions to the BMPs.
- Model Landscape Ordinance - On November 26th, the District received notice that the Department of Water Resources had released their modified Model Landscape Ordinance. The District will have until December 30th to provide comments to DWR.
- HOA Water Conservation Class - On November 14th, the District co-sponsored an HOA class, held at the Helix Operations Center, with Helix Water District, Padre Dam Water District, and Sweetwater Authority. The class was full with 56 participants and the next class is scheduled at Otay on Friday, January 16th from 9 am to 12 pm and is being actively promoted to HOAs within the District.
- School Education Program - Six school garden tours were conducted by the Garden in November. Casillas Elementary School had three tours, Olympic Elementary School had two tours and Vista Grande Elementary School had one tour. A total of 233 students and 28 adults attended these tours.
- Phase Out of the Metropolitan Water District's Interim Agricultural Water Program (IAWP) by 2013 - Staff will work with the Martinez Ranch to determine their future participation in the program. Evergreen will be closing its Spring Valley location in early 2009 and will be dropped from the program in January.
- Customer Accounts - Staff sent letters to approximately 1,000 possible mixed use (indoor and landscape water on one meter) accounts in mid-November, making them aware of our water conservation incentive programs and offering them a free water use survey. To date, there has been a strong response.

Information Technology and Strategic Planning:

- Strategic Plan FY 09-FY 11 - The Senior Team has reviewed the first quarter results from the District Strategic Plan. Objectives are on track with 53 of 56 (94%) on or ahead of schedule. Performance measures were also meeting expectations with 37 of 43 (86%) on or better than target. The Board will receive a full mid-year report in February. Results are also available on the

Objectives: All Scorecard Areas

Measures: All Scorecard Areas



Board Intranet.

- Wireless Infrastructure - IT has finalized agreements to begin implementing wireless connectivity to the Treatment Plant. This project will allow us to provide better security to the plant and upgrade network capabilities. In addition, we are exploring economical options for Cox Communications to provide bandwidth to remote District facilities.
- IT Recognition - IT received some significant recognition this last month by winning a "Best in California Award" from Government Technology Magazine.

The Center for Digital Government, a national research and advisory institute on information technology policies and best practices in state and local government, announced Otay's IT/SP Department will receive the Best of California, 2008 Leadership and Excellence Award for "IT Operations, Service and Support".

The Best of California Awards program was established to salute IT professionals in California state and local government organizations for their dedication, hard work

and contributions. All government and education organizations in California are eligible for award nominations.

Bill Jenkins, IT Operations Manager, received the award on behalf of Otay at the Best of California Event, "Celebrating the Digital Golden State", on December 3rd.

"This has been a special year for Otay's IT/SP Department," Jenkins said. In October, Otay's IT/SP Department won the Municipal Information Systems Association of California (MISAC) "Excellence in IT Practices Award" for the second year in a row. "Along with our Information Technology team, our entire Otay staff, Board and constituents may be justly proud of our selection as 'Best of California'", Jenkins added.

"Receiving the Best of California 2008 Award is a distinct honor", said Geoff Stevens, Otay's CIO. "This validates the investment our Board and staff have made to provide the most efficient and effective technology resources to meet our strategic objectives."

The Center for Digital Government annually selects the best California government and education agencies in eleven categories. The Center presents the Excellence in IT Operations, Support and Service award to a team and its members who demonstrate dedication to operational excellence in daily execution of IT support services to the organization.

- Strategic Plan Presentation - Geoff Stevens made a presentation to the County Water Works Group on Wednesday, November 19th, on Otay's Strategic Plan. Feedback was positive.
- New Rate Structure - Excellent progress is being made in developing improvements to the core billing processes that staff has created to bill customers. New error checking and quality control procedures are being used in the testing of the customer rates changes scheduled to begin in January. In order to accommodate the new rate structure, IT has had to make over 250,000 changes to customer accounts to accommodate the changes. Finance and IT are working together to achieve this difficult target.

Finance:

- Credit Rating Upgrade - On Monday, November 17th, Standard and Poor's notified the District that it was upgrading the District's credit rating from AA- to AA. This is the District's second rating upgrade in less than 19 months when the District received an AA- upgrade from an A+ rating. The combined affect of these rating upgrades will save the District's customers millions of dollars on the cost to build infrastructure. Over the past few years, the District has been advancing as an industry leader demonstrating exceptional leadership, forward thinking, and skilled management. This is also evidenced by the receipt of numerous technological, engineering, financial, and accounting awards. The District is proud of its efforts to provide outstanding service to its customers and looks forward to continuing its record of exceptional service.
- Investments and the Stock Market - The District does not invest in the equities market so the stock market crash left the District unscathed. There is however, the general instability of the markets which affected the bond markets and could have caused difficulties for the District if a debt issuance had been necessary during this uncertain time. There is still the potential that ongoing uncertainties may impact the District. Nonetheless, staff is encouraged that the markets will adjust and regain stability over time when new debt is necessary. With the slowdown of the economy and with some slowdown in various projects, the District was able to delay the issuance of debt for approximately a year, avoiding the debt markets during this very difficult time.
- Letter of Credit - The District is monitoring the letter of credit (LOC) on the variable rate debt. If this LOC is not renewed by the bank, this could put the District in the position of seeking a new Letter of Credit during a time when the credit is tight. The cost of the LOC could increase substantially. At this time, the District pays 0.5% for this credit enhancement. The current market places a premium on credit so the District's cost for the variable rate debt would likely increase. The LOC has been in place for five years and if renewed it will be in place for the next five years.

- Variable Rate Debt - During the initial stages of the 2008 financial crisis, the District experienced a sizable run-up on the interest paid on the one variable rate debt issued by the District. This trend reversed itself after a few weeks and the District has experienced a number of weeks where it has paid less than 1% on the debt. While the rate had some substantial variability over the past few months, it is still advantageous for the District to keep a mix of variable and fixed rate debt in its debt portfolio.

- CD Investments - The first year of CD investments using the Certificate of Deposit Account Registry Service (CDARS) program went smoothly. This program removes the inefficiencies of purchasing many CDs with a managed program that breaks up larger investments into FDIC insured quantities. Staff is considering increasing the investment level depending on the competitiveness of the rates offered. However, one of the primary concerns with investments in CDs when compared to other investments is the loss of liquidity. Liquidity being the speed and ease at which an investment can be liquidated without a high financial cost. CDs are structured so that the investment time is fixed and early withdrawal of the funds is at a substantial financial penalty. So, while staff may slightly increase the level of CD investing, they will still hold these at a relatively low level where the loss of liquidity can be managed.

- Auditor Selection - After five years of service from Teaman, Ramirez, and Smith, staff is finalizing an RFP for a new audit firm. It is best management practices to periodically change audit firms. This ensures that the services are provided at a competitive rate as well as providing a fresh look at the District's financial statements. The selection process will likely take a few months. After the process is reviewed by the Finance and Administration Committee their recommendation will be forwarded to the full Board.

- Preparing for Payroll Year-End - Staff is gearing up for payroll year-end. At the end of each year, a significant effort is made to organize and prepare all the new tax and deduction information. This is a key part of the accounting system as all this information is linked into the general ledger and budgeting systems. Also, central to the time of year is the preparation of all the tax

documents sent to the state and federal government, vendors, and employees.

- Rate Testing - Staff has been very focused on verifying that the new billing structure, if approved, will have a smooth transition into the billing system. With significant help from the IT Department, Finance staff has been paralleling all the billing cycles to identify any problems that might occur in the billing system. This testing has been very successful and staff anticipates a smooth transition.

The financial reporting for October 31, 2008 is as follows:

- For the three months ended October 31, 2008, there are total revenues of \$23,490,472 and total expenses of \$23,045,021. The revenues exceeded expenses by \$445,451.

The financial reporting for investments for October 31, 2008 is as follows:

- The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of October 31, 2008 total \$80,711,147.55 with an average yield to maturity of 3.328%. The total earnings year-to-date are \$939,070.80.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- **850-4 Reservoir** - RSH worked on installation of underground water and storm drain piping. Will start with ring wall in December 2008. The reservoir is for increased capacity in the 850 Pressure Zone, as required by the 2002 Water Resource Master Plan. This project is expected to be completed in May 2009. Project is on schedule and on budget. (P2191)
- **12-Inch Pipeline (Three Amigas) Projects** - This project consists of upgrading and replacing existing 12-inch pipelines in the Rancho San Diego area because of the size, age, and the need for increased fire flows. These areas include Chase Avenue/Fuerte Avenue, Hidden Mesa Road, Jamul Drive, and Steele Canyon Road. Arrieta Construction completed pipeline construction on all of the aforementioned streets. The paving is complete on

Jamul Drive and Hidden Mesa Road. This project is expected to be completed in January 2009. This project is on schedule and on budget. (P2038)

- **20-Inch Recycled Pipeline Conversion** - ARB, Inc. (ARB) continues with the conversion of a 20-inch potable pipeline to a recycled pipeline in Chula Vista within the District's use area. This project is 90% complete and is expected to be completed in February 2009. The project is on schedule and on budget. (R2081)
- **Calavo Sewer Lift Station** - NEWest Construction continues with the replacement of the Calavo Sewer Lift Station. This project is expected to be completed by December 31, 2008 and is on schedule and on budget. (S2015)
- **Water Resources Master Plan and Program Environmental Impact Report (WRMP/PEIR)** - The Notice of Preparation (NOP) for the PEIR was sent to the State Clearinghouse and selected local agencies for their input on the scope and content of the WRMP. The NOP included the November 13, 2008 date for the public scoping meeting. (P1210)
- **Otay Water District Carbon Footprint** - ICF Jones & Stokes was asked to complete a Study of the District's carbon footprint through their as-needed environmental services contract. The draft report was submitted this month and they are incorporating review comments and will finish the final report in November 2008. (P1253)
- The District received from the City of San Diego, a United States Department of Interior, Bureau of Reclamation Title XVI Cooperative Agreement Grant payment of \$1,195,000 for recycled water facilities, for their fiscal year ending September 30, 2008. The \$1,195,000 was not expected to be received by Otay. That money was previously allocated to go to the City of San Diego and SWA under their Title XVI agreements. Since the City and SWA spending levels did not reach their projections the money was reallocation by USBR to Otay just prior to the end of their fiscal year so that the money would not go unspent by USBR. Under the Otay/City/USBR Cooperative and Sub Agreements for the Title XVI money the USBR owes us about \$7,000,000. We expect to get about \$500,000 soon operating under a federal budget continuing resolution. The Congress has yet to pass a budget and when and if they do we will then know what Title XVI

funding may be additionally appropriated to the program and thus to Otay.

- For the month of October 2008, the District sold 16 meters (32.5 EDUs) generating \$130,112 in revenue. Accumulated revenue through October 30, 2008 was \$729,958 for 155 EDUs and 41 meters. Projection for this period was 112 meters (173.2 EDUs) with a budgeted revenue of \$946,867. Projected revenue from July 1, 2008 through June 30, 2009 is \$2,840,600.
- Approximately 700 linear feet of both CIP and developer project pipeline was installed in October 2008. The Construction Division performed quality control for these pipelines.
- The following table summarizes Engineering's Project purchases and change orders issued during the period of October 1, 2008 thru October 30, 2008 that were within Staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
10/01/08	C.O. #2	\$5,300.00	J.C. Heden & Associates	As-Needed Drafting Engineering Svcs
10/08/08	P.O. 709216	\$2,348.95	US Concrete Precast Group	Manholes (R2053)
10/10/08	P.O. 709346	\$1,724.00	Mayer Reprographics	Reprographics Svcs for 450-1 Reservoir (R2092)

Water Operations:

- On November 26, 2008 staff received an electronic executed amendment to the Agreement for temporary emergency delivery of Treaty Waters to the City of Tijuana. Consequently, with this executed amendment, the District will resume deliveries to Mexico on December 2, 2008 with a volume for the month of 651.4 acre-feet (7.3 MGD for 29 days). In addition, all agencies are in the process of reviewing Mexico's delivery request schedule for 2009.
- Potable water purchased for the fourth month of FY 09, October 2008, was 4,187.8 acre-feet. To date for FY 09 there has been 16,636.7 acre-feet of water purchased.

This is a 1.96 percent increase from the same period last year.

- In the month of October 2008, there were 12 new Automated Meter Reading (AMR) meters installed and 154 meters were retrofitted to AMR meters.
- As of November 3, 2008, there was a total of 18,656 3-G Master Meter radio read units installed.

Total number of potable water accounts is 47,920; this is an increase of 16 accounts from last month, September 2008.

- Recycled water consumption for the month of October 2008 is as follows:

Total flow was 512 acre-feet or 166,786,796 gallons and the average daily flow was 5,380,219 gallons per day.

Total number of recycled water accounts is 627; this is an increase of four from last month, September, 2008.

Total recycled water consumption to date for FY 09 is 2341.8 acre-feet.

- Wastewater flows for the month of October 2008 were as follows:
 - Total basin flow, gallons per day: 1,999,000.
 - Spring Valley Sanitation District Flow to Metro, gallons per day: 663,000.
 - Total Otay flow, gallons per day: 1,335,000.
 - Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 1,210,000.
 - Flow to Metro from Otay Water District, gallons per day: 126,000.

There was one new wastewater connections for the month of October 2008. The total stands at 6,070 EDUs.


General Manager

AGENDA ITEM 12

Exhibit A

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR FOUR MONTHS ENDED OCTOBER 31, 2008

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
REVENUE:					
Water Sales	\$ 32,836,500	\$ 12,694,329	\$ 13,038,000	\$ (343,671)	(2.6%)
Energy Charges	2,047,100	786,151	812,800	(26,649)	(3.3%)
System Charges	10,619,400	3,343,138	3,336,300	6,838	0.2%
Penalties	906,900	204,863	326,500	(121,637)	(37.3%)
MWD & CWA Fixed Charges	2,819,500	876,199	874,200	1,999	0.2%
Total Water Sales	49,229,400	17,904,678	18,387,800	(483,122)	(2.6%)
Reclamation Sales	6,344,500	2,896,586	2,700,200	196,386	7.3%
Sewer Charges	2,145,300	727,475	730,900	(3,425)	(0.5%)
Meter Fees	103,800	30,061	34,600	(4,539)	(13.1%)
Capacity Fee Revenues	1,301,900	534,050	484,000	50,050	10.3%
Betterment Fees for Maintenance	895,900	246,000	298,600	(52,600)	(17.6%)
Annexation Fees	483,600	44,853	161,200	(116,347)	(72.2%)
Non-Operating Revenues	1,633,100	728,054	519,200	208,854	40.2%
Tax Revenues	4,137,300	202,345	191,000	11,345	5.9%
Interest	667,800	136,368	140,000	(3,632)	(2.6%)
General Fund Draw Down	120,100	40,000	40,000	-	0.0%
Total Revenue	\$ 67,062,700	\$ 23,490,472	\$ 23,687,500	\$ (197,028)	(0.8%)
EXPENSES:					
Potable Water Purchases	\$ 25,183,600	\$ 9,404,270	\$ 9,813,100	\$ 408,830	4.2%
Recycled Water Purchases	1,490,800	665,533	724,086	58,553	8.1%
CWA-Infrastructure Access Charge	1,227,500	383,112	383,200	88	0.0%
CWA-Customer Service Charge	1,049,800	339,400	339,600	200	0.1%
CWA-Emergency Storage Charge	1,774,700	578,832	578,800	(32)	(0.0%)
MWD-Capacity Res Charge	602,800	198,576	198,400	(176)	(0.1%)
MWD-Readiness to Serve Charge	665,100	221,696	221,600	(96)	(0.0%)
Subtotal Water Purchases	31,994,300	11,791,419	12,258,786	467,367	3.8%
Power Charges	2,780,500	1,132,741	1,139,700	6,959	0.6%
Payroll & Related Costs	17,185,400	5,594,264	5,903,560	309,296	5.2%
Material & Maintenance	3,872,800	1,177,961	1,263,933	85,973	6.8%
Administrative Expenses	5,467,600	1,467,401	1,612,000	144,599	9.0%
Legal Fees	467,500	116,436	155,833	39,398	25.3%
Expansion Reserve	5,016,700	1,672,200	1,672,200	-	0.0%
Replacement Reserve	277,900	92,600	92,600	-	0.0%
Total Expenses	\$ 67,062,700	\$ 23,045,021	\$ 24,098,613	\$ 1,053,591	4.4%
Excess Revenue (Expense)	\$ -	\$ 445,451	\$ (411,113)	\$ 856,563	

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW
OCTOBER 31, 2008**

INVESTMENT OVERVIEW & MARKET STATUS:

On October 8th, the Federal Reserve Board's federal funds rate was lowered from 2.00% to 1.50% as a result of an unscheduled, emergency meeting of the Reserve Board in response to the nation's ongoing financial crisis, as well as banking industry pressure to ease credit and stimulate the economy. Then on October 29th, at the Reserve Board's regular scheduled meeting, the rate was lowered again from 1.50% to 1.00%. This marked the seventh and eighth reductions in a row since September 18, 2007, when the rate was 5.25%. The next Reserve Board meeting is scheduled for December 16th, and there is currently a strong expectation that the rate will be lowered another 0.25% – 0.50% at that time. Despite the large drop in available interest rates, the District's overall effective rate of return on at October 31st was 3.28%. At the same time the LAIF return on deposits has also dropped over the last several months, reaching an average effective yield of 2.71% for the month of September. Based on our success at maintaining a competitive rate of return on our portfolio during this extended period of interest rate declines, no changes in investment strategy are being considered at this time.

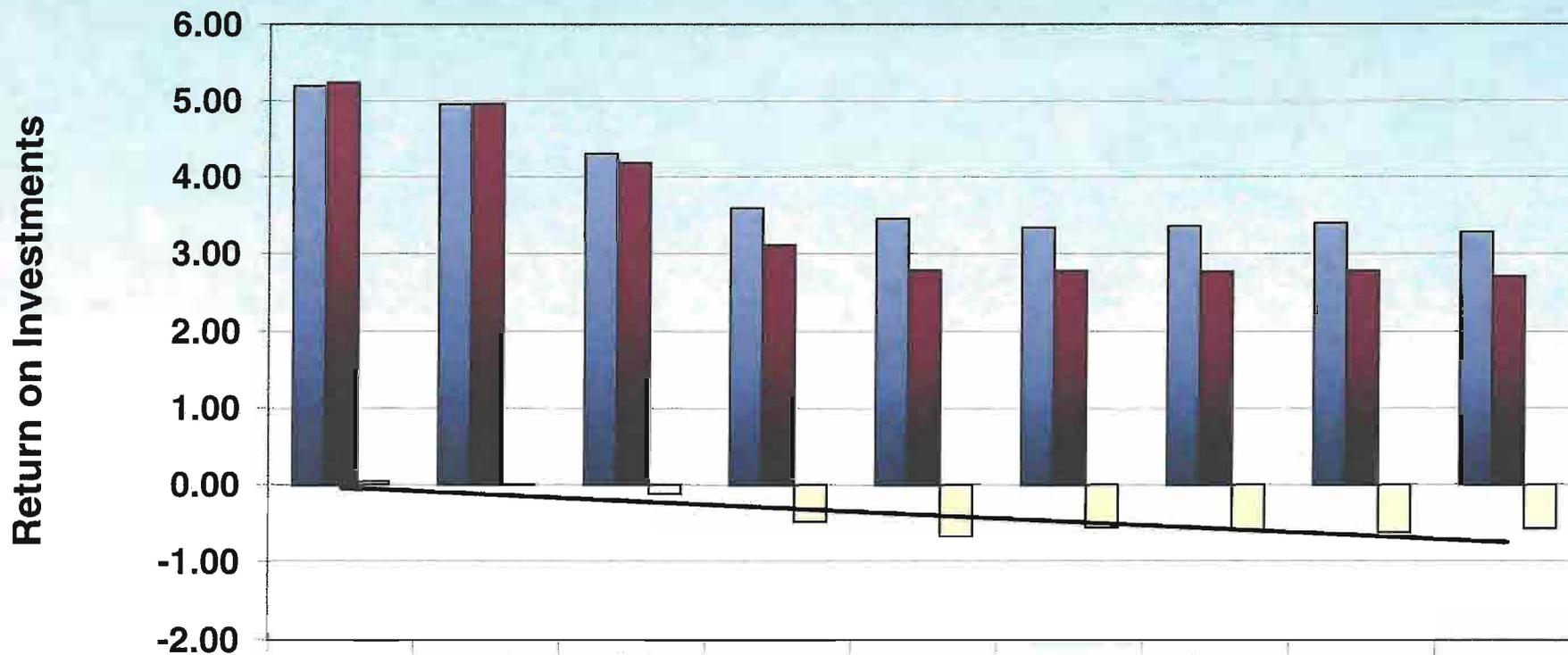
In accordance with the District's Investment Policy, all District funds continue to be managed based on the objectives, in priority order, of safety, liquidity, and return on investment.

PORTFOLIO COMPLIANCE: October 31, 2008

	<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01:	Treasury Securities	100%	100%	0
8.02:	Local Agency Investment Fund (Operations)	\$40 Million	\$40 Million	\$9.15 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	1.81%
8.03:	Federal Agency Issues	100%	100%	69.07%
8.04:	Certificates of Deposit	30%	15%	1.34%
8.05:	Short-Term Commercial Notes	25%	15%	0
8.06:	Medium-Term Commercial Debt	30%	15%	2.48%
8.07:	Money Market Mutual Funds	20%	15%	0
8.08:	San Diego County Pool	100%	100%	12.73%
12.0:	Maximum Single Financial Institution	100%	50%	1.26%

Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF

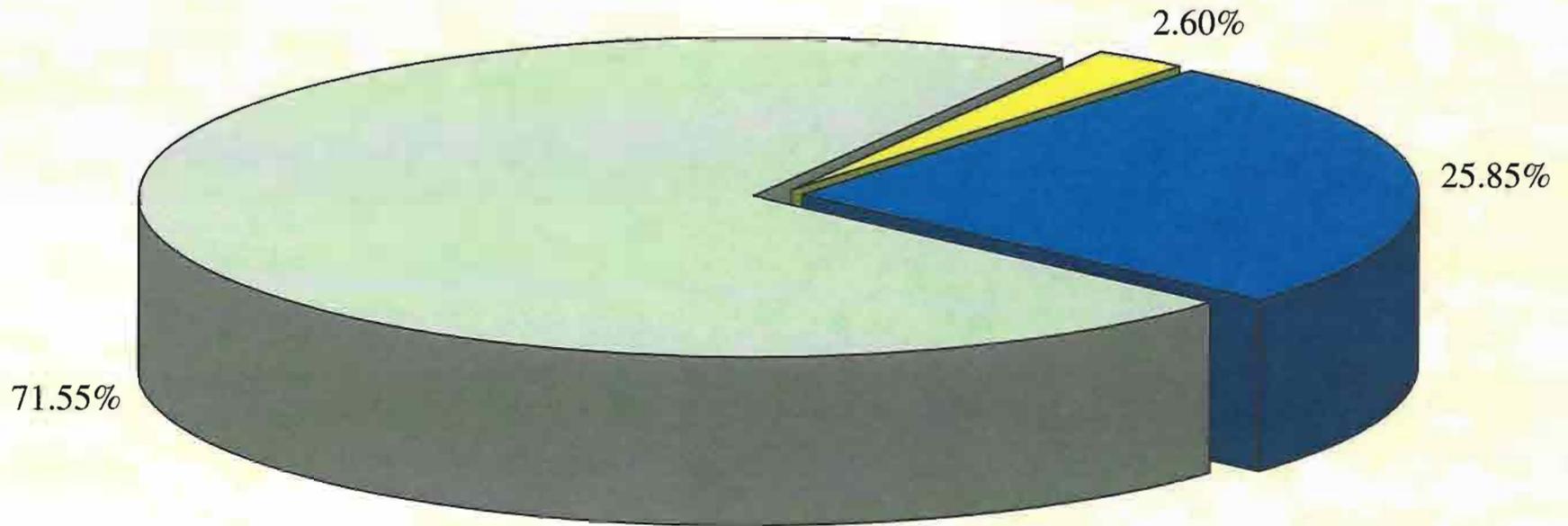


	1st Qtr FY08	2nd Qtr FY08	3rd Qtr FY08	4th Qtr FY08	Jul FY09	Aug FY09	Sept FY09	1st Qtr FY09	Oct FY09
■ Otay	5.20	4.95	4.30	3.59	3.46	3.34	3.36	3.40	3.28
■ LAIF	5.24	4.96	4.18	3.11	2.79	2.78	2.77	2.78	2.71
■ Difference	0.04	0.01	-0.12	-0.48	-0.67	-0.56	-0.59	-0.62	-0.57

Month

■ Otay ■ LAIF ■ Difference — Linear (Difference)

Otay Water District Investment Portfolio: 10/31/08



■ Banks (Passbook/Checking/CD) ■ Pools (LAIF & County) □ Agencies & Corporate Notes

OTAY
Portfolio Management
Portfolio Summary
October 31, 2008

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Corporate Notes	2,000,000.00	1,941,856.08	2,023,109.59	2.54	1,111	760	4.340	4.401
Federal Agency Issues- Callable	55,799,100.00	55,754,271.90	55,798,318.00	69.93	879	696	3.429	3.477
Certificates of Deposit - Bank	1,079,108.00	1,079,108.00	1,079,108.00	1.35	393	72	4.728	4.793
Local Agency Investment Fund (LAIF)	10,608,901.82	10,599,753.72	10,608,901.82	13.30	1	1	2.672	2.709
San Diego County Pool	10,282,129.87	10,314,465.15	10,282,129.87	12.89	1	1	3.109	3.152
	79,769,239.69	79,689,454.85	79,791,567.28	100.00%	648	507	3.328	3.374
Investments								
Cash								
Passbook/Checking (not included in yield calculations)	1,021,692.70	1,021,692.70	1,021,692.70		1	1	1.216	1.232
Total Cash and Investments	80,790,932.39	80,711,147.55	80,813,259.98		648	507	3.328	3.374

Total Earnings	October 31 Month Ending	Fiscal Year To Date
Current Year	221,797.01	939,070.80
Average Daily Balance	79,726,027.54	82,664,940.20
Effective Rate of Return	3.28%	3.37%

I hereby certify that the investments contained in this report are made in accordance with the District Investment Policy Number 27 adopted by the Board of Directors on January 19, 2000. The market value information provided by Interactive Data Corporation. The investments provide sufficient liquidity to meet the cash flow requirements of the District for the next six months of expenditures.


 _____ 11-21-08
 Joseph Beachem, Chief Financial Officer

OTAY
Portfolio Management
Portfolio Details - Investments
October 31, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Corporate Notes												
36962G2S2	2044	General Electric Capital		11/16/2007	2,000,000.00	1,941,856.08	2,023,109.59	5.000	Aaa	4.340	760	12/01/2010
Subtotal and Average			2,023,541.96		2,000,000.00	1,941,856.08	2,023,109.59			4.340	760	
Federal Agency Issues- Callable												
31398AMX7	2064	FANNIE MAE		02/22/2008	2,000,000.00	1,992,500.00	2,000,000.00	3.000		2.959	475	02/19/2010
31331YB74	2073	Federal Farm Credit Bank		04/07/2008	2,000,000.00	1,981,875.00	2,000,000.00	3.180		3.136	887	04/07/2011
3133XNS42	2058	Federal Home Loan Bank		12/18/2007	2,000,000.00	2,003,750.00	2,000,000.00	4.250		4.192	594	06/18/2010
3133XNPR4	2059	Federal Home Loan Bank		12/24/2007	1,800,000.00	1,804,500.00	1,800,000.00	4.350		4.290	783	12/24/2010
3133XPDR2	2062	Federal Home Loan Bank		01/30/2008	2,000,000.00	1,996,250.00	2,000,000.00	3.060		3.018	454	01/29/2010
3133XPDS0	2063	Federal Home Loan Bank		01/30/2008	2,000,000.00	1,998,750.00	2,000,000.00	3.250		3.205	636	07/30/2010
3133XPWL4	2065	Federal Home Loan Bank		02/26/2008	2,000,000.00	1,993,750.00	2,000,000.00	3.000		2.959	482	02/26/2010
3133XPX90	2067	Federal Home Loan Bank		03/05/2008	2,000,000.00	1,993,750.00	2,000,000.00	3.020		2.979	489	03/05/2010
3133XQC91	2070	Federal Home Loan Bank		03/17/2008	2,000,000.00	1,993,125.00	2,000,000.00	3.125		3.081	776	12/17/2010
3133XQF23	2071	Federal Home Loan Bank		03/25/2008	2,000,000.00	1,987,500.00	2,000,000.00	3.250		3.205	874	03/25/2011
3133XQJ78	2072	Federal Home Loan Bank		04/14/2008	2,000,000.00	1,986,250.00	2,000,000.00	3.150		3.107	894	04/14/2011
3133XQMC3	2074	Federal Home Loan Bank		04/14/2008	2,000,000.00	1,985,625.00	2,000,000.00	2.900		2.860	712	10/14/2010
3133XQUX8	2075	Federal Home Loan Bank		04/29/2008	2,000,000.00	1,992,500.00	2,000,000.00	3.100		3.058	727	10/29/2010
3133XRNM8	2083	Federal Home Loan Bank		06/30/2008	2,000,000.00	2,007,500.00	2,000,000.00	3.650		3.598	514	03/30/2010
3133XRK74	2084	Federal Home Loan Bank		06/30/2008	2,000,000.00	2,002,500.00	2,000,000.00	3.500		3.452	424	12/30/2009
3133XS6Q6	2086	Federal Home Loan Bank		10/01/2008	2,000,000.00	2,002,500.00	2,000,000.00	3.500		3.452	699	10/01/2010
3133XSDG0	2087	Federal Home Loan Bank		10/02/2008	2,000,000.00	2,003,750.00	2,000,000.00	3.650		3.600	335	10/02/2009
3133XSCC0	2088	Federal Home Loan Bank		10/14/2008	2,000,000.00	2,008,750.00	2,000,000.00	4.000		3.945	1,077	10/14/2011
3133XSFC7	2089	Federal Home Loan Bank		10/02/2008	2,000,000.00	2,008,125.00	2,000,000.00	3.400		3.353	152	04/02/2009
3128X7TT1	2079	Federal Home Loan Mortgage		06/02/2008	2,000,000.00	2,006,422.12	2,000,000.00	3.625		3.575	943	06/02/2011
3128X7YG3	2082	Federal Home Loan Mortgage		06/26/2008	2,000,000.00	2,003,620.00	2,000,000.00	4.750		4.685	1,698	06/26/2013
31398AKS0	2060	Federal National Mortgage Assoc		01/07/2008	2,000,000.00	2,006,250.00	2,000,000.00	4.500		4.438	797	01/07/2011
31398ANH1	2069	Federal National Mortgage Assoc		03/10/2008	2,000,000.00	1,993,750.00	2,000,000.00	3.250		3.205	846	02/25/2011
3136F9LP6	2076	Federal National Mortgage Assoc		04/28/2008	1,999,100.00	1,988,479.78	1,999,100.00	3.000		2.959	543	04/28/2010
3136F9NB5	2077	Federal National Mortgage Assoc		05/12/2008	2,000,000.00	1,990,625.00	2,000,000.00	3.100		3.058	557	05/12/2010
31398ARD6	2078	Federal National Mortgage Assoc		05/19/2008	2,000,000.00	2,006,250.00	1,999,218.00	3.600		3.570	929	05/19/2011
3136F9SA2	2080	Federal National Mortgage Assoc		06/10/2008	2,000,000.00	2,000,000.00	2,000,000.00	3.265		3.220	586	06/10/2010
3136F9WV1	2085	Federal National Mortgage Assoc		07/02/2008	2,000,000.00	2,015,625.00	2,000,000.00	4.000		3.945	608	07/02/2010
Subtotal and Average			54,830,564.11		55,799,100.00	55,754,271.90	55,798,318.00			3.429	696	

Portfolio OTAY

AP

PM (PRF_PM2) SymRept 6.41.200

OTAY
Portfolio Management
Portfolio Details - Investments
October 31, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Certificates of Deposit - Bank												
205003183	2066	California Bank & Trust		01/22/2008	79,108.00	79,108.00	79,108.00	3.180		3.180	447	01/22/2010
1002812475	2061	Neighborhood National Bank		12/13/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.850		4.850	42	12/13/2008
Subtotal and Average			1,079,108.00		1,079,108.00	1,079,108.00	1,079,108.00			4.728	72	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	9,148,024.56	9,140,136.18	9,148,024.56	2.709		2.672	1	
LAIF COPS07	9009	STATE OF CALIFORNIA		03/07/2007	1,460,877.26	1,459,617.54	1,460,877.26	2.709		2.672	1	
Subtotal and Average			8,695,156.45		10,608,901.82	10,599,753.72	10,608,901.82			2.672	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County		07/01/2004	10,282,129.87	10,314,465.15	10,282,129.87	3.152		3.109	1	
Subtotal and Average			11,120,839.55		10,282,129.87	10,314,465.15	10,282,129.87			3.109	1	
Total and Average			79,726,027.54		79,769,239.69	79,689,454.85	79,791,567.28			3.328	507	

OTAY
Portfolio Management
Portfolio Details - Cash
October 31, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA		07/01/2004	71,071.75	71,071.75	71,071.75	0.200		0.197	1
PETTY CASH	9003	STATE OF CALIFORNIA		07/01/2004	2,800.00	2,800.00	2,800.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA		07/01/2004	922,843.69	922,843.69	922,843.69	1.349		1.331	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	24,977.26	24,977.26	24,977.26			0.000	1
UNION IOC	9008	STATE OF CALIFORNIA		05/01/2006	0.00	0.00	0.00	4.500		4.438	1
		Average Balance	0.00								1
Total Cash and Investmentss			79,726,027.54		80,790,932.39	80,711,147.55	80,813,259.98			3.328	507

OTAY
Activity Report
Sorted By Issuer
October 1, 2008 - October 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer: STATE OF CALIFORNIA									
Union Bank									
UNION MONEY	9002	STATE OF CALIFORNIA			0.200		6,153,371.75	8,110,563.94	
UNION OPERATING	9004	STATE OF CALIFORNIA			1.349		0.00	811,640.98	
PAYROLL	9005	STATE OF CALIFORNIA					300.00	0.00	
Subtotal and Balance				3,790,225.87			6,153,671.75	8,922,204.92	1,021,692.70
Local Agency Investment Fund (LAIF)									
LAIF	9001	STATE OF CALIFORNIA			2.709		5,816,739.05	8,100,000.00	
LAIF COPS07	9009	STATE OF CALIFORNIA			2.709		10,125.69	0.00	
Subtotal and Balance				12,882,037.08			5,826,864.74	8,100,000.00	10,608,901.82
Issuer Subtotal				14.396%	16,672,262.95		11,980,536.49	17,022,204.92	11,630,594.52
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
Subtotal and Balance				79,108.00					79,108.00
Issuer Subtotal				0.098%	79,108.00		0.00	0.00	79,108.00
Issuer: FANNIE MAE									
Federal Agency Issues- Callable									
Subtotal and Balance				2,000,000.00					2,000,000.00
Issuer Subtotal				2.476%	2,000,000.00		0.00	0.00	2,000,000.00
Issuer: Federal Farm Credit Bank									
Federal Agency Issues- Callable									
Subtotal and Balance				2,000,000.00					2,000,000.00

Portfolio OTAY

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OTAY
Activity Report
October 1, 2008 - October 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value		Ending Balance
				Beginning Balance	Current Rate			Redemptions or Withdrawals		
Issuer Subtotal			2.476%	2,000,000.00			0.00	0.00	2,000,000.00	
Issuer: Federal Home Loan Bank										
Federal Agency Issues- Callable										
3133XS6Q6	2086	Federal Home Loan Bank			3.500	10/01/2008	2,000,000.00		0.00	
3133XSDG0	2087	Federal Home Loan Bank			3.650	10/02/2008	2,000,000.00		0.00	
3133XSCC0	2088	Federal Home Loan Bank			4.000	10/14/2008	2,000,000.00		0.00	
3133XSFC7	2089	Federal Home Loan Bank			3.400	10/02/2008	2,000,000.00		0.00	
Subtotal and Balance				25,800,000.00			8,000,000.00		0.00	33,800,000.00
Issuer Subtotal			41.836%	25,800,000.00			8,000,000.00		0.00	33,800,000.00
Issuer: Federal Home Loan Mortgage										
Federal Agency Issues- Callable										
Subtotal and Balance				4,000,000.00						4,000,000.00
Issuer Subtotal			4.951%	4,000,000.00			0.00		0.00	4,000,000.00
Issuer: Federal National Mortgage Assoc										
Federal Agency Issues- Callable										
Subtotal and Balance				13,999,100.00						13,999,100.00
Issuer Subtotal			17.328%	13,999,100.00			0.00		0.00	13,999,100.00
Issuer: General Electric Capital										
Corporate Notes										
Subtotal and Balance				2,000,000.00						2,000,000.00
Issuer Subtotal			2.476%	2,000,000.00			0.00		0.00	2,000,000.00
Issuer: Neighborhood National Bank										
Certificates of Deposit - Bank										
Subtotal and Balance				1,000,000.00						1,000,000.00

OTAY
Activity Report
October 1, 2008 - October 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer Subtotal			1.238%	1,000,000.00			0.00	0.00	1,000,000.00
Issuer: San Diego County									
San Diego County Pool									
SD COUNTY POOL	9007	San Diego County			3.152		0.00	2,000,000.00	
Subtotal and Balance				12,282,129.87			0.00	2,000,000.00	10,282,129.87
Issuer Subtotal			12.727%	12,282,129.87			0.00	2,000,000.00	10,282,129.87
Total			100.000%	79,832,600.82			19,980,536.49	19,022,204.92	80,790,932.39

OTAY
Activity Report
Sorted By Issuer
July 1, 2008 - October 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value	Current Rate	Transaction Date	Par Value	Ending Balance
				Beginning Balance			Purchases or Deposits	
Issuer: STATE OF CALIFORNIA								
Union Bank								
UNION MONEY	9002	STATE OF CALIFORNIA			0.200		26,539,317.78	26,478,262.96
UNION OPERATING	9004	STATE OF CALIFORNIA			1.349		1,110,897.07	1,730,461.41
PAYROLL	9005	STATE OF CALIFORNIA					600.00	0.00
Subtotal and Balance				1,579,602.22			27,650,814.85	28,208,724.37
Local Agency Investment Fund (LAIF)								
LAIF	9001	STATE OF CALIFORNIA			2.709		22,959,542.77	24,600,000.00
LAIF COPS07	9009	STATE OF CALIFORNIA			2.709		21,222.48	0.00
Subtotal and Balance				12,228,136.57			22,980,765.25	24,600,000.00
Issuer Subtotal				14.396%	13,807,738.79		50,631,580.10	52,808,724.37
Issuer: California Bank & Trust								
Certificates of Deposit - Bank								
Subtotal and Balance				79,108.00				79,108.00
Issuer Subtotal				0.098%	79,108.00		0.00	0.00
Issuer: FANNIE MAE								
Federal Agency Issues- Callable								
Subtotal and Balance				2,000,000.00				2,000,000.00
Issuer Subtotal				2.476%	2,000,000.00		0.00	0.00
Issuer: Federal Farm Credit Bank								
Federal Agency Issues- Callable								
Subtotal and Balance				2,000,000.00				2,000,000.00

OTAY
Activity Report
July 1, 2008 - October 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer Subtotal			2.476%	2,000,000.00			0.00	0.00	2,000,000.00
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
3133XLTL7	2037	Federal Home Loan Bank			5.550	07/30/2008	0.00	3,000,000.00	
3133XMX71	2042	Federal Home Loan Bank			4.500	08/14/2008	0.00	2,000,000.00	
3133XN6X2	2045	Federal Home Loan Bank			4.500	08/20/2008	0.00	2,000,000.00	
3133XNP52	2057	Federal Home Loan Bank			4.375	09/17/2008	0.00	2,000,000.00	
3133XPZN7	2068	Federal Home Loan Bank			3.350	09/03/2008	0.00	1,905,000.00	
3133XS6Q6	2086	Federal Home Loan Bank			3.500	10/01/2008	2,000,000.00	0.00	
3133XSDG0	2087	Federal Home Loan Bank			3.650	10/02/2008	2,000,000.00	0.00	
3133XSCC0	2088	Federal Home Loan Bank			4.000	10/14/2008	2,000,000.00	0.00	
3133XSFC7	2089	Federal Home Loan Bank			3.400	10/02/2008	2,000,000.00	0.00	
Subtotal and Balance				36,705,000.00			8,000,000.00	10,905,000.00	33,800,000.00
Issuer Subtotal			41.836%	36,705,000.00			8,000,000.00	10,905,000.00	33,800,000.00
Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
Subtotal and Balance				4,000,000.00					4,000,000.00
Issuer Subtotal			4.951%	4,000,000.00			0.00	0.00	4,000,000.00
Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
3136F9TS2	2081	Federal National Mortgage Assoc			3.500	09/25/2008	0.00	2,000,000.00	
3136F9VV1	2085	Federal National Mortgage Assoc			4.000	07/02/2008	2,000,000.00	0.00	
Subtotal and Balance				13,999,100.00			2,000,000.00	2,000,000.00	13,999,100.00
Issuer Subtotal			17.328%	13,999,100.00			2,000,000.00	2,000,000.00	13,999,100.00
Issuer: General Electric Capital									
Corporate Notes									
Subtotal and Balance				2,000,000.00					2,000,000.00

OTAY
Activity Report
July 1, 2008 - October 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer Subtotal			2.476%	2,000,000.00			0.00	0.00	2,000,000.00
Issuer: Neighborhood National Bank									
Certificates of Deposit - Bank									
Subtotal and Balance				1,000,000.00					1,000,000.00
Issuer Subtotal			1.238%	1,000,000.00			0.00	0.00	1,000,000.00
Issuer: San Diego County									
San Diego County Pool									
SD COUNTY POOL	9007	San Diego County			3.152		105,030.38	2,000,000.00	
Subtotal and Balance				12,177,099.49			105,030.38	2,000,000.00	10,282,129.87
Issuer Subtotal			12.727%	12,177,099.49			105,030.38	2,000,000.00	10,282,129.87
Total			100.000%	87,768,046.28			60,736,610.48	67,713,724.37	80,790,932.39

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Investment Class
July 1, 2008 - October 31, 2008

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
LAIF	9001	99	Fair Value		10,787,944.73	0.00	209,542.77	1,850,000.00	0.00	-7,351.32	9,140,136.18
LAIF COPS07	9009	99	Fair Value		1,439,583.11	0.00	21,222.48	0.00	0.00	-1,188.05	1,459,617.54
UNION MONEY	9002	99	Amortized		10,016.93	0.00	104.03	104.03	0.00	0.00	71,071.75
PETTY CASH	9003	99	Amortized		2,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
UNION OPERATING	9004	99	Amortized		1,542,408.03	0.00	5,311.00	624,875.34	0.00	0.00	922,843.69
PAYROLL	9005	99	Amortized		24,377.26	0.00	0.00	0.00	0.00	0.00	24,977.26
UNION IOC	9008	99	Amortized		0.00	0.00	0.00	0.00	0.00	0.00	0.00
1002812475	2061	99	Amortized	12/13/2008	1,000,000.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00
205003183	2066	99	Amortized	01/22/2010	79,108.00	0.00	0.00	0.00	0.00	0.00	79,108.00
SD COUNTY POOL	9007	99	Fair Value		12,219,100.73	0.00	105,030.38	2,000,000.00	0.00	-9,665.96	10,314,465.15
3133XLTL7	2037	99	Fair Value	07/30/2010	3,006,562.50	0.00	0.00	3,000,000.00	0.00	-6,562.50	0.00
3133XMX71	2042	99	Fair Value	08/14/2009	2,004,375.00	0.00	0.00	2,000,000.00	0.00	-4,375.00	0.00
36962G2S2	2044	99	Fair Value	12/01/2010	2,051,704.10	0.00	0.00	0.00	0.00	-109,848.02	1,941,856.08
3133XN6X2	2045	99	Fair Value	08/20/2010	2,004,375.00	0.00	0.00	2,000,000.00	0.00	-4,375.00	0.00
3133XNP52	2057	99	Fair Value	09/17/2010	2,006,250.00	0.00	0.00	2,000,000.00	0.00	-6,250.00	0.00
3133XNS42	2058	99	Fair Value	06/18/2010	2,011,250.00	0.00	0.00	0.00	0.00	-7,500.00	2,003,750.00
3133XNPR4	2059	99	Fair Value	12/24/2010	1,810,687.50	0.00	0.00	0.00	0.00	-6,187.50	1,804,500.00
31398AKS0	2060	99	Fair Value	01/07/2011	2,012,500.00	0.00	0.00	0.00	0.00	-6,250.00	2,006,250.00
3133XPDR2	2062	99	Fair Value	01/29/2010	2,000,000.00	0.00	0.00	0.00	0.00	-3,750.00	1,996,250.00
3133XPDS0	2063	99	Fair Value	07/30/2010	1,997,500.00	0.00	0.00	0.00	0.00	1,250.00	1,998,750.00
31398AMX7	2064	99	Fair Value	02/19/2010	1,998,125.00	0.00	0.00	0.00	0.00	-5,625.00	1,992,500.00
3133XPWL4	2065	99	Fair Value	02/26/2010	1,996,875.00	0.00	0.00	0.00	0.00	-3,125.00	1,993,750.00
3133XPX90	2067	99	Fair Value	03/05/2010	1,997,500.00	0.00	0.00	0.00	0.00	-3,750.00	1,993,750.00
3133XPZN7	2068	99	Fair Value	09/03/2010	1,905,000.00	0.00	0.00	1,905,000.00	0.00	0.00	0.00
31398ANH1	2069	99	Fair Value	02/25/2011	1,988,125.00	0.00	0.00	0.00	0.00	5,625.00	1,993,750.00
3133XQC91	2070	99	Fair Value	12/17/2010	1,985,625.00	0.00	0.00	0.00	0.00	7,500.00	1,993,125.00
3133XQF23	2071	99	Fair Value	03/25/2011	1,983,125.00	0.00	0.00	0.00	0.00	4,375.00	1,987,500.00
3133XQJ78	2072	99	Fair Value	04/14/2011	1,965,625.00	0.00	0.00	0.00	0.00	20,625.00	1,986,250.00
31331YB74	2073	99	Fair Value	04/07/2011	1,979,375.00	0.00	0.00	0.00	0.00	2,500.00	1,981,875.00
3133XQMC3	2074	99	Fair Value	10/14/2010	1,980,000.00	0.00	0.00	0.00	0.00	5,625.00	1,985,625.00

Portfolio OTAY
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OTAY
 GASB 31 Compliance Detail
 Sorted by Fund - Investment Class

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
3133XQUX8	2075	99	Fair Value	10/29/2010	1,987,500.00	0.00	0.00	0.00	0.00	5,000.00	1,992,500.00
3136F9LP6	2076	99	Fair Value	04/28/2010	1,993,477.53	0.00	0.00	0.00	0.00	-4,997.75	1,988,479.78
3136F9NB5	2077	99	Fair Value	05/12/2010	1,991,875.00	0.00	0.00	0.00	0.00	-1,250.00	1,990,625.00
31398ARD6	2078	99	Fair Value	05/19/2011	1,997,500.00	0.00	0.00	0.00	0.00	8,750.00	2,006,250.00
3128X7TT1	2079	99	Fair Value	06/02/2011	1,997,510.07	0.00	0.00	0.00	0.00	8,912.05	2,006,422.12
3136F9SA2	2080	99	Fair Value	06/10/2010	2,000,625.00	0.00	0.00	0.00	0.00	-625.00	2,000,000.00
3136F9TS2	2081	99	Fair Value	06/25/2010	2,003,125.00	0.00	0.00	2,000,000.00	0.00	-3,125.00	0.00
3128X7YG3	2082	99	Fair Value	06/26/2013	2,006,940.00	0.00	0.00	0.00	0.00	-3,320.01	2,003,620.00
3133XRNM8	2083	99	Fair Value	03/30/2010	2,011,250.00	0.00	0.00	0.00	0.00	-3,750.00	2,007,500.00
3133XRK74	2084	99	Fair Value	12/30/2009	2,008,125.00	0.00	0.00	0.00	0.00	-5,625.00	2,002,500.00
3136F9WV1	2085	99	Fair Value	07/02/2010	0.00	2,000,000.00	0.00	0.00	0.00	15,625.00	2,015,625.00
3133XS6Q6	2086	99	Fair Value	10/01/2010	0.00	2,000,000.00	0.00	0.00	0.00	2,500.00	2,002,500.00
3133XSDG0	2087	99	Fair Value	10/02/2009	0.00	2,000,000.00	0.00	0.00	0.00	3,750.00	2,003,750.00
3133XSCC0	2088	99	Fair Value	10/14/2011	0.00	2,000,000.00	0.00	0.00	0.00	8,750.00	2,008,750.00
3133XSFC7	2089	99	Fair Value	04/02/2009	0.00	2,000,000.00	0.00	0.00	0.00	8,125.00	2,008,125.00
Subtotal					87,787,845.49	10,000,000.00	341,210.66	17,379,979.37	0.00	-99,584.06	80,711,147.55
Total					87,787,845.49	10,000,000.00	341,210.66	17,379,979.37	0.00	-99,584.06	80,711,147.55

Portfolio OTAY
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OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 10/31/2008

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
36962G2S2	2044	99	General Electric Capital	Fair	2,023,109.59	2,000,000.00	1,941,856.08	5.000	4.401	6.517	12/01/2010	1.899
3133XSCC0	2088	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,008,750.00	4.000	4.000	3.111c	04/14/2009	0.449
3133XNS42	2058	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,003,750.00	4.250	4.250	3.868c	12/18/2008	0.128
3133XNPR4	2059	99	Federal Home Loan Bank	Fair	1,800,000.00	1,800,000.00	1,804,500.00	4.350	4.350	3.840c	12/24/2008	0.145
3133XPDS0	2063	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,998,750.00	3.250	3.250	3.377c	01/30/2009	0.246
3133XPX90	2067	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,993,750.00	3.020	3.020	3.656c	03/05/2009	0.339
3133XPDR2	2062	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,996,250.00	3.060	3.060	3.441c	01/29/2009	0.243
3133XSDG0	2087	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,003,750.00	3.650	3.650	3.269c	01/02/2009	0.000
31331YB74	2073	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,981,875.00	3.180	3.180	5.038c	04/07/2009	0.430
31398AMX7	2064	99	FANNIE MAE	Fair	2,000,000.00	2,000,000.00	1,992,500.00	3.000	3.000	3.764c	02/19/2009	0.301
3133XQJ78	2072	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,986,250.00	3.150	3.150	4.556c	04/14/2009	0.449
3133XPWL4	2065	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,993,750.00	3.000	3.000	3.636c	02/26/2009	0.320
3133XQF23	2071	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,987,500.00	3.250	3.250	4.528c	03/25/2009	0.394
3128X7YG3	2082	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,003,620.00	4.750	4.750	4.380c	12/26/2008	0.150
3133XSFC7	2089	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,008,125.00	3.400	3.400	2.577	04/02/2009	0.416
31398ANH1	2069	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,993,750.00	3.250	3.250	3.887c	02/25/2009	0.317
3136F9NB5	2077	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,990,625.00	3.100	3.100	4.003c	05/12/2009	0.512
3136F9LP6	2076	99	Federal National Mortgage Assoc	Fair	1,999,100.00	1,999,100.00	1,988,479.78	3.000	3.000	4.084c	04/28/2009	0.487
3136F9VW1	2085	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,015,625.00	4.000	4.000	2.818c	07/02/2009	0.650
31398ARD6	2078	99	Federal National Mortgage Assoc	Fair	1,999,218.00	2,000,000.00	2,006,250.00	3.600	3.619	3.025c	05/19/2009	0.533
3128X7TT1	2079	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,006,422.12	3.625	3.625	3.071c	06/02/2009	0.568
3136F9SA2	2080	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,000,000.00	3.265	3.265	3.269c	06/10/2009	0.590
3133XQC91	2070	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,993,125.00	3.125	3.124	3.826c	12/17/2008	0.126
3133XRNM8	2083	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,007,500.00	3.650	3.648	2.889c	03/30/2009	0.000
3133XS6Q6	2086	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,002,500.00	3.500	3.500	3.246c	04/01/2009	0.413
3133XRK74	2084	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,002,500.00	3.500	3.500	3.246c	12/30/2008	0.161
31398AKS0	2060	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,006,250.00	4.500	4.500	3.863c	01/07/2009	0.183
3133XQMC3	2074	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,985,625.00	2.900	2.900	4.369c	04/14/2009	0.449
3133XQUX8	2075	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,992,500.00	3.100	3.100	3.864c	04/29/2009	0.490

Portfolio OTAY

AP

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 10/31/2008

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
205003183	2066	99	California Bank & Trust	Amort	79,108.00	79,108.00	79,108.00	3.180	3.224	3.180	01/22/2010	1.197 †
1002812475	2061	99	Neighborhood National Bank	Amort	1,000,000.00	1,000,000.00	1,000,000.00	4.850	4.917	4.850	12/13/2008	0.116 †
Report Total					58,900,535.59	58,878,208.00	58,775,235.98			3.772		0.388 †

† = Duration can not be calculated on these investments due to incomplete Market price data.

AGENDA ITEM 12



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 15, 2008
SUBMITTED BY:	Sean Prendergast, Finance <i>SP</i> Supervisor, Payroll & AP	W.O./G.F. NO:	DIV. NO.
APPROVED BY:	Joseph Beachem, Chief Financial Officer (Chief)		
APPROVED BY:	German Alvarez, Assistant General Manager (Asst. GM):		
SUBJECT:	Accounts Payable Demand List		

PURPOSE:

Attached is the list of demands for the Board's information.

FISCAL IMPACT:

<u>SUMMARY</u>	<u>NET DEMANDS</u>
CHECKS (2014658-2015185)	\$2,537,006.07
WIRE TO:	
CALPERS - OTHER POST EMPLOYMENT BENEFITS	\$145,500.00
CITY OF CHULA VISTA - BI-MONTHLY SEWER CHARGES	\$2,984,735.61
CITY TREASURER - RECLAIMED WATER PURCHASE	\$152,695.62
CITY TREASURER - METROPOLITAN SEWERAGE SYSTEM	\$260,885.00
CREATIVE BENEFITS - HEALTH INSURANCE & FLEX CLAIMS	\$52,152.00
DELTA HEALTH SYSTEMS - DENTAL & COBRA CLAIMS	\$14,360.23
J P MORGAN SECURITIES - QUARTERLY REMARKETING FEE	\$2,798.36
LANDESBANK - CERTIFICATES OF PARTICIPATION	\$37,082.26
SAN DIEGO COUNTY WATER AUTHORITY - CAPACITY FEES	\$291,982.00
SAN DIEGO COUNTY WATER AUTHORITY - WATER DELIVERIES	\$2,355,123.07
SPECIAL DIST RISK MGMT AUTH - INS PREMIUM DEC 08	\$183,066.40
UNION BANK - PAYROLL TAXES	\$285,092.16
TOTAL CASH DISBURSEMENTS	\$9,302,478.78

RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2014658 THROUGH 2015185
RUN DATES 11/5/2008 TO 11/26/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2014743	11/12/08	04469	A COPY WORLD	00023730	10/17/08	BINDING	185.87	185.87
2014658	11/05/08	01910	ABCANA INDUSTRIES	832469	10/13/08	BULK SODIUM HYPOCHLORITE	1,639.64	2,555.23
				832470	10/13/08	BULK SODIUM HYPOCHLORITE	915.59	
2014744	11/12/08	01910	ABCANA INDUSTRIES	833030	10/23/08	BULK SODIUM HYPOCHLORITE	1,273.99	6,201.62
				832818	10/20/08	BULK SODIUM HYPOCHLORITE	1,659.95	
				832819	10/20/08	BULK SODIUM HYPOCHLORITE	1,377.01	
				832645	10/16/08	BULK SODIUM HYPOCHLORITE	1,202.89	
				832646	10/16/08	BULK SODIUM HYPOCHLORITE	687.78	
2014946	11/19/08	01910	ABCANA INDUSTRIES	833396	10/30/08	BULK SODIUM HYPOCHLORITE	642.80	6,021.68
				833176	10/27/08	BULK SODIUM HYPOCHLORITE	2,019.80	
				833177	10/27/08	BULK SODIUM HYPOCHLORITE	1,645.45	
				833394	10/30/08	BULK SODIUM HYPOCHLORITE	525.26	
				833395	10/30/08	BULK SODIUM HYPOCHLORITE	1,188.37	
2015083	11/26/08	01910	ABCANA INDUSTRIES	833561	11/03/08	BULK SODIUM HYPOCHLORITE	1,899.37	3,289.43
				833562	11/03/08	BULK SODIUM HYPOCHLORITE	1,390.06	
2014659	11/05/08	08488	ABLEFORCE INC	1453	10/28/08	CONSULTING SERVICES - IT DEPT	5,100.00	9,350.00
				1446	10/21/08	CONSULTING SERVICES - IT DEPT	4,250.00	
2014745	11/12/08	08488	ABLEFORCE INC	1459	11/04/08	CONSULTING SERVICES	4,250.00	4,250.00
2014947	11/19/08	08488	ABLEFORCE INC	1465	11/11/08	CONSULTING SERVICES	3,910.00	7,310.00
				1475	11/18/08	CONSULTING SERVICES	3,400.00	
2014746	11/12/08	09331	ACOUSTICAL MATERIAL SERVICES	702999000	10/21/08	CEILING TILES	298.44	298.44
2014660	11/05/08	07732	AIRGAS SPECIALTY PRODUCTS INC	131103165	10/15/08	BULK AQUA AMMONIA	2,844.45	2,844.45
2014948	11/19/08	07732	AIRGAS SPECIALTY PRODUCTS INC	131104228	10/28/08	BULK AQUA AMMONIA	2,844.45	2,844.45
2015084	11/26/08	07732	AIRGAS SPECIALTY PRODUCTS INC	1311105317	11/04/08	BULK AQUA AMMONIA	2,654.82	2,654.82
2015085	11/26/08	00132	AIRGAS WEST	103219544	10/31/08	BREATHING AIR - TREATMENT PLANT	25.73	25.73
2014949	11/19/08	06261	ALCANTARA, CYNTHIA	17001008	11/18/08	REIMB CONF TRAVEL EXPENSES	551.45	551.45
2014661	11/05/08	02362	ALLIED WASTE SERVICES #509	0509003319881	10/25/08	TRASH REMOVAL SERVICES	739.32	739.32
2014950	11/19/08	02362	ALLIED WASTE SERVICES #509	0509003322158	10/25/08	TRASH REMOVAL SERVICES TMNT PLANT	127.94	331.33
				0509003321297	10/25/08	ASBESTOS DISPOSAL CONTAINER RENTAL	203.39	
2014827	11/19/08	09391	AMANDA CAMPBELL	Ref002390688	11/18/08	UB Refund Cst #0000124436	37.34	37.34

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2014658 THROUGH 2015185
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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2014662	11/05/08	06166	AMERICAN MESSAGING	L1109570IK	11/01/08	PAGER SERVICES	290.20	290.20
2015086	11/26/08	00315	AMERICAN SOCIETY OF CIVIL	1040515948	11/18/08	MEMBERSHIP RENEWAL	245.00	245.00
2014747	11/12/08	00107	AMERICAN WATER WORKS	2000662334	09/03/08	MEMBERSHIP RENEWAL	71.00	71.00
2015043	11/25/08	09502	ANDREW LYON	Ref002390952	11/24/08	UB Refund Cst #0000127778	55.82	55.82
2014748	11/12/08	06165	ANITA FIRE HOSE COMPANY ETC	06572	10/20/08	FIRE EXTINGUISHER SERVICE	143.23	143.23
2014663	11/05/08	08967	ANTHEM BLUE CROSS EAP	40714	10/20/08	EMPLOYEE ASSISTANCE PROGRAM SVCS	476.85	476.85
2015087	11/26/08	08026	ARB INC	LF19557	10/30/08	R2081 - 20 INCH LANE AVENUE CONVERSION	71,044.20	71,044.20
2015088	11/26/08	05753	ARRIETA CONSTRUCTION INC	1 07	10/29/08 11/05/08	R2086 RWCWRF FORCEMAIN AIR/VAC REPL P2038/P2345/P2387 - PL-12 INCH UPSIZE	7,430.40 55,591.49	63,021.89
2014664	11/05/08	00108	ASSOCIATION OF CALIFORNIA	000738	10/10/08	2009 AGENCY MEMBERSHIP DUES	20,383.00	20,383.00
2014951	11/19/08	00108	ASSOCIATION OF CALIFORNIA	000774	11/18/08	FALL CONFERENCE REGISTRATION	675.00	675.00
2014952	11/19/08	00501	AT&T	000702	10/12/08	CONFERENCE PHONE SERVICE	275.45	275.45
2014953	11/19/08	05758	AT&T	0821645728102508	10/25/08	OPTE MAN INTERNET BANDWIDTH	2,272.56	2,272.56
2014954	11/19/08	07785	AT&T	000000315545	11/02/08	PHONE SERVICES	5,756.15	5,756.15
2014665	11/05/08	03543	AUDIO ASSOCIATES OF	9119	10/14/08	SERVICE ON BOARDROOM PROJECTOR	338.00	338.00
2014666	11/05/08	05420	AWBREY COOK MCGILL ARCHITECTS	0543300080331	08/31/08	METER SHOP REMODEL FINAL PMT	156.41	156.41
2014667	11/05/08	07730	AZTEC FENCE CO INC	AZ3034	10/10/08	FENCE REPAIR	985.00	985.00
2014668	11/05/08	08024	BACKGROUND PROFILES INC	5980000901081	09/01/08	BACKGROUND CHECKS	287.00	287.00
2015089	11/26/08	08024	BACKGROUND PROFILES INC	5980001101081	11/01/08	BACKGROUND CHECKS	122.00	122.00
2014828	11/19/08	09387	BAJA FREIGHT FORWARDERS	Ref002390684	11/18/08	UB Refund Cst #0000123420	610.60	610.60
2015090	11/26/08	03526	BALDWIN COOKE	1744449	11/01/08	OFFICE SUPPLIES	68.65	68.65
2014829	11/19/08	09402	BANK OF NEW YORK	Ref002390699	11/18/08	UB Refund Cst #0000125659	56.26	56.26
2014830	11/19/08	09371	BASIM KHOURY	Ref002390667	11/18/08	UB Refund Cst #0000090996	28.57	28.57

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2014669	11/05/08	03360	BEHIND THE SCENES INC	9938	10/16/08	DISTRICT MEETING EXPENSE	858.23	858.23
2014670	11/05/08	03595	BENHAM, WALES	16181008	10/25/08	TRAVEL EXPENSE REIMBURSEMENT	551.45	551.45
2014955	11/19/08	06520	BENSKIN, RONALD	000779	11/19/08	SAFETY BOOTS REIMBURSEMENT	96.95	96.95
2015044	11/25/08	09496	BILL MALLEY	Ref002390944	11/24/08	UB Refund Cst #0000125217	52.07	52.07
2015091	11/26/08	08686	BIRMINGHAM PRESS	161344	11/04/08	CUSTOMER NEWSLETTERS	5,573.93	5,573.93
2014749	11/12/08	00559	BOYLE ENGINEERING CORPORATION	060333 060322	10/21/08 10/21/08	PLAN CHECKS & INSPECTION SERVICE AS NEEDED PLAN CHECK SERVICES	11,676.51 4,145.30	15,821.81
2015092	11/26/08	00559	BOYLE ENGINEERING CORPORATION	060892 060831	11/06/08 11/04/08	PLAN CHECKS & INSPECTION SERVICE PLAN CHECK SERVICES	3,579.16 462.39	4,041.55
2014671	11/05/08	03458	BREITFELDER, LARRY	70130908 70130808 70131008	09/30/08 08/31/08 10/30/08	MILEAGE REIMBURSEMENT MILEAGE REIMBURSEMENT MILEAGE REIMBURSEMENT	184.86 72.54 46.80	304.20
2014831	11/19/08	09401	BRENDA CRANN	Ref002390698	11/18/08	UB Refund Cst #0000125591	27.94	27.94
2015045	11/25/08	09489	BRETT BARROW	Ref002390937	11/24/08	UB Refund Cst #0000094984	99.02	99.02
2015093	11/26/08	03679	BRG CONSULTING INC	08102319	10/31/08	CONSULTANT CONTRACT FOR ENV SVCS	1,594.00	1,594.00
2014750	11/12/08	01232	BRODING'S BATTERY WAREHOUSE	32430A 32430 65102 64833 64248	10/01/08 10/01/08 10/21/08 10/14/08 09/25/08	AUTOMOTIVE BATTERIES REPAIR PARTS SHOP SUPPLIES AUTOMOTIVE BATTERIES AUTOMOTIVE BATTERIES	311.18 192.82 162.86 144.28 72.14	883.28
2014956	11/19/08	01232	BRODING'S BATTERY WAREHOUSE	65199	10/24/08	SHOP SUPPLIES	110.62	110.62
2015094	11/26/08	01232	BRODING'S BATTERY WAREHOUSE	65482	11/03/08	SHOP SUPPLIES	65.94	65.94
2014672	11/05/08	08156	BROWNSTEIN HYATT FARBER	424478	10/29/08	LEGISLATIVE ADVOCACY SERVICES	1,517.50	1,517.50
2015095	11/26/08	08156	BROWNSTEIN HYATT FARBER	424721	11/17/08	LEGISLATIVE ADVOCACY SERVICES	1,962.50	1,962.50
2014673	11/05/08	08542	BUCK PETROLEUM CO	10091994	10/15/08	UNLEADED FUEL	15,789.40	15,789.40
2014674	11/05/08	03721	BULLET LOGISTICS INC	10150803350	10/15/08	COURIER SERVICES FOR TREATMENT PLANT	466.40	466.40
2014957	11/19/08	00462	BUSINESSWEEK	000775	11/18/08	SUBSCRIPTION RENEWAL	60.00	60.00

OTAY WATER DISTRICT
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2014832	11/19/08	09442	BYROM DAVEY INC	Ref002390741	11/18/08	UB Refund Cst #0000131417	604.94	604.94
2014675	11/05/08	00223	C W MCGRATH INC	31168 31197	10/14/08 10/16/08	CRUSHED ROCK CRUSHED ROCK	270.10 56.80	326.90
2014751	11/12/08	00223	C W MCGRATH INC	31267	10/23/08	CRUSHED ROCK	45.78	45.78
2014958	11/19/08	00223	C W MCGRATH INC	31297 31320	10/28/08 10/30/08	CRUSHED ROCK CRUSHED ROCK	304.64 520.42	825.06
2015096	11/26/08	00223	C W MCGRATH INC	31331	10/31/08	CRUSHED ROCK	206.08	206.08
2014676	11/05/08	02401	CAJON VALLEY UNION SCHOOL DIST	8948	10/20/08	REIMBURSE FIELD TRIP CHARGES	21.85	21.85
2014959	11/19/08	02401	CAJON VALLEY UNION SCHOOL DIST	8953 8944	10/27/08 10/17/08	REIMBURSE FIELD TRIP CHARGES REIMBURSE FIELD TRIP CHARGES	80.00 20.00	100.00
2015097	11/26/08	08490	CALIFORNIA BANK & TRUST	07	11/05/08	RETENTION FOR ARRIETA CONSTRUCTION	2,925.88	2,925.88
2015098	11/26/08	08690	CALIFORNIA BANK & TRUST	708708	10/31/08	RETENTION FOR NEWEST CONSTRUCTION	11,676.50	11,676.50
2015099	11/26/08	08966	CALIFORNIA BANK & TRUST	1	10/29/08	RETENTION FOR ARRIETA CONSTRUCTION	825.60	825.60
2014960	11/19/08	02920	CALIFORNIA COMMERCIAL	80480	10/28/08	ASPHALT	1,161.81	1,161.81
2015100	11/26/08	05211	CALIFORNIA FOUNDATION ON THE	000750	11/03/08	WATER CONFERENCE CONTRIBUTION	3,900.00	3,900.00
2014961	11/19/08	00693	CALIFORNIA SPECIAL DISTRICTS	000768	11/13/08	MEETING REGISTRATIONS	111.00	111.00
2014962	11/19/08	00192	CALIFORNIA WATER ENVIRONMENT	06012206008	11/13/08	CERTIFICATE RENEWAL	66.00	66.00
2014677	11/05/08	01004	CALOLYMPIC SAFETY	046870 046261	10/17/08 10/06/08	GAS DETECTOR SENSORS SAFETY EQUIPMENT	612.25 111.87	724.12
2014752	11/12/08	01004	CALOLYMPIC SAFETY	047045	10/20/08	SAFETY EQUIPMENT	1,121.70	1,121.70
2015101	11/26/08	01004	CALOLYMPIC SAFETY	047001 047892	10/16/08 11/03/08	SAFETY EQUIPMENT GAS DETECTOR PARTS, HARNESS, ALARM	584.64 321.57	906.21
2014833	11/19/08	09412	CAMILLE BRUNO	Ref002390709	11/18/08	UB Refund Cst #0000126688	28.23	28.23
2014834	11/19/08	09458	CAMILLE BRUNO	Ref002390757	11/18/08	UB Refund Cst #0000140105	125.48	125.48
2015102	11/26/08	08009	CANON BUSINESS SOLUTIONS INC	4001439137 4001439136 4001440385	11/01/08 11/01/08 11/01/08	COPIER MAINTENANCE COPIER MAINTENANCE COPIER MAINTENANCE	596.86 41.84 1,730.51	

OTAY WATER DISTRICT
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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				4001439139	11/01/08	COPIER MAINTENANCE	585.62	2,954.83
2014835	11/19/08	09376	CANTARE FOODS INC	Ref002390672	11/18/08	UB Refund Cst #0000094578	1,033.30	1,033.30
2014963	11/19/08	04071	CAPITOL WEBWORKS LLC	21201	10/31/08	ELECTRONIC FILING FEE	45.00	45.00
2014678	11/05/08	02758	CARMEL BUSINESS SYSTEMS INC	6872	11/01/08	TEMPORARY SERVICES - RECORDS	1,418.40	1,418.40
2015103	11/26/08	02758	CARMEL BUSINESS SYSTEMS INC	6871	11/01/08	RECORDS STORAGE & SUPPORT	669.59	669.59
2015046	11/25/08	09483	CAROL LEBECK	Ref002390930	11/24/08	UB Refund Cst #0000014708	34.92	34.92
2014836	11/19/08	09361	CAROLINA VALENZUELA	Ref002390657	11/18/08	UB Refund Cst #0000082126	57.91	57.91
2014837	11/19/08	09456	CARRINGTON MORTGAGE SERVICES	Ref002390755	11/18/08	UB Refund Cst #0000139967	27.52	27.52
2014679	11/05/08	03232	CDW GOVERNMENT INC	MBT7926	10/14/08	DATA CENTER EQUIPMENT	7,294.68	7,294.68
2014753	11/12/08	03232	CDW GOVERNMENT INC	MCX1018 MCX1022 MDJ3155	10/20/08 10/20/08 10/21/08	CISCO MAINTENANCE SMARTNET CISCO SMARTNET ONSITE PLUG FOR ETHERNET CABLES	1,119.60 297.00 43.10	1,459.70
2014838	11/19/08	09430	CENTURY 21 ALL REAL ESTATE	Ref002390728	11/18/08	UB Refund Cst #0000127674	68.00	68.00
2014754	11/12/08	09344	CHARLES E ANDERSON	10026	10/20/08	HYDRO TEST FOR 640 RESERVOIRS	375.00	375.00
2014964	11/19/08	06519	CHULA VISTA POLICE DEPT	0823266	11/13/08	TRAFFIC COLLISION REPORT	10.00	10.00
2014839	11/19/08	09381	CITIMORTGAGE	Ref002390677	11/18/08	UB Refund Cst #0000120179	143.48	143.48
2014840	11/19/08	09460	CITIMORTGAGE INC	Ref002390759	11/18/08	UB Refund Cst #0000140326	32.14	32.14
2014965	11/19/08	02593	CITY OF CHULA VISTA	071060PU0041008	11/06/08	UTILITY PERMITS	2,400.00	2,400.00
2014755	11/12/08	03811	CITY OF EL CAJON	000762	11/10/08	PERMIT FEES-PLAN CHECK	5,000.00	5,000.00
2014680	11/05/08	08895	CITY OF LA MESA	13037	10/16/08	FINGERPRINTING SERVICES	100.00	100.00
2014966	11/19/08	05837	CITY OF SAN DIEGO	21874	11/13/08	TRAFFIC COLLISION REPORT	12.00	12.00
2014967	11/19/08	03795	CITY TREASURER	000776	11/18/08	ACCT #U0936036060/5892 MADRA	114.11	114.11
2014841	11/19/08	09364	CLAUDIA DEL VILLAR	Ref002390660	11/18/08	UB Refund Cst #0000085068	206.98	206.98
2014842	11/19/08	09392	COLDWEL BANKER	Ref002390689	11/18/08	UB Refund Cst #0000124517	49.99	49.99

OTAY WATER DISTRICT
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2014756	11/12/08	08160	COMPLETE OFFICE	10845600	10/16/08	THOMAS BROTHERS GUIDES	1,539.58	3,125.10
				10847830	10/16/08	CALENDARS	1,400.34	
				10837552	10/15/08	2009 CALENDARS	135.84	
				10847870	10/16/08	CALENDARS	49.34	
2015104	11/26/08	08160	COMPLETE OFFICE	C10882010		CREDIT MEMO	(35.55)	672.20
				10882010	11/04/08	2009 CALENDARS	707.75	
2014681	11/05/08	08160	COMPLETE OFFICE OF CALIFORNIA	10837551	10/15/08	2009 CALENDARS	284.42	308.09
				10837550	10/13/08	2009 CALENDARS	23.67	
2014682	11/05/08	03334	COMPUTER MASTERS	72119	10/10/08	MONITORS	6,484.55	8,044.58
				72118	10/10/08	RECEIPT PRINTERS	1,560.03	
2014843	11/19/08	09353	CONCEPCION GOMEZ	Ref002390649	11/18/08	UB Refund Cst #0000007257	74.38	74.38
2014968	11/19/08	04398	CONSTRUCTION MANAGEMENT	000764	11/07/08	MEETING REGISTRATION	55.00	110.00
				000765	11/07/08	MEETING REGISTRATION	55.00	
2014683	11/05/08	03706	CONSUMERS PIPE & SUPPLY CO	S1078394001	09/25/08	VALVE KITS	18,877.80	18,957.71
				S1081177001	10/10/08	INVENTORY	79.91	
2014757	11/12/08	03706	CONSUMERS PIPE & SUPPLY CO	S1075050003	10/21/08	6" VICTAULIC FITTINGS	403.63	403.63
2014969	11/19/08	03706	CONSUMERS PIPE & SUPPLY CO	S1083405001	10/28/08	WAREHOUSE SUPPLIES	1,340.42	1,340.42
2014684	11/05/08	02060	COSS, GREGORY D	1512008	11/03/08	CERTIFICATION FEE	105.00	105.00
2014970	11/19/08	02612	COUNCIL OF WATER UTILITIES	000767	11/14/08	MEETING REGISTRATION	25.00	25.00
2014758	11/12/08	00134	COUNTY OF SAN DIEGO	2008125	11/07/08	COUNTY ASSESSOR DATA	125.00	125.00
2014759	11/12/08	00184	COUNTY OF SAN DIEGO	596635	10/17/08	HK18-205349 PERMIT RENEWAL	271.00	813.00
				596626	10/17/08	HK18-205345 PERMIT RENEWAL	271.00	
				596632	10/17/08	HK18-205348 PERMIT RENEWAL	271.00	
2014685	11/05/08	00099	COUNTY OF SAN DIEGO - DPW	93541	09/04/08	EXCAVATION PERMITS	968.20	968.20
2014760	11/12/08	02122	COUNTY OF SD AIR POLLUTION	97113904	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113885	10/14/08	PERMIT, EMISSION & SOURCE TEST FEES	3,168.00	
				97113897	10/14/08	PERMIT, EMISSION & SOURCE TEST FEES	2,458.00	
				97113691	10/14/08	PERMIT & EMISSION FEES	580.00	
				97113901	10/14/08	PERMIT & EMISSION FEES	530.00	
				97113898	10/14/08	PERMIT & EMISSION FEES	484.00	
				97113888	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113896	10/14/08	PERMIT & EMISSION FEES	319.00	

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				97113895	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113892	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113891	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113752	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113951	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113889	10/14/08	PERMIT & EMISSION FEES	309.00	
				97113893	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113890	10/14/08	PERMIT, EMISSION & SOURCE TEST FEES	5,404.00	
				97113652	10/14/08	PERMIT & EMISSION FEES	1,167.00	
				97113886	10/14/08	PERMIT & EMISSION FEES	319.00	
				97113894	10/14/08	PERMIT & EMISSION FEES	319.00	17,609.00
2014761	11/12/08	08387	COUNTY OF SD-LANDFILL MGMNT	200808	10/14/08	MICROTURBINEPOWER GENERATION	9,062.19	9,062.19
2014971	11/19/08	07601	CREATIVE BENEFITS INC	68036	11/01/08	FLEXIBLE SPENDING ACCT ADMINISTRATION	549.60	549.60
2014972	11/19/08	03098	CROUCHER, GARY D	70110908	09/30/08	MILEAGE REIMBURSEMENT	105.30	105.30
2015105	11/26/08	05125	CUDLIP, JAMES	000795	11/20/08	TRAVEL EXPENSE REIMBURSEMENT	265.48	265.48
2015106	11/26/08	06415	CUMMINS CAL PACIFIC LLC	00464974	10/23/08	INSTALL APCD RETROFIT	13,003.38	13,003.38
2015047	11/25/08	09499	CYRUS GHOVANLOO	Ref002390948	11/24/08	UB Refund Cst #0000126391	25.94	25.94
2014973	11/19/08	00422	D & D TOOL & SUPPLY	S1737978001	10/27/08	SAFETY EQUIPMENT	114.09	114.09
2014844	11/19/08	09228	DALE NEWELL	Ref002390648	11/18/08	UB Refund Cst #0000003057	105.00	105.00
2014845	11/19/08	09356	DANA MCFARLANE	Ref002390652	11/18/08	UB Refund Cst #0000042113	45.58	45.58
2015048	11/25/08	09485	DANIEL CACHO	Ref002390932	11/24/08	UB Refund Cst #0000064687	110.47	110.47
2014974	11/19/08	04073	DATA BUSINESS SYSTEMS INC	73972	10/27/08	1099S AND W2 FORMS FOR YEAR END	185.09	185.09
2014686	11/05/08	08780	DATAPROSE	52729	10/16/08	POSTAGE	18,060.52	18,060.52
2014975	11/19/08	07782	DAVID BURPEAU	000777	11/13/08	EMERGENCY DRILL ASSISTANCE	175.00	175.00
2014846	11/19/08	09444	DAVID WOODSEN	Ref002390743	11/18/08	UB Refund Cst #0000131609	75.00	75.00
2014976	11/19/08	07680	DELTA HEALTH SYSTEMS	P081114	11/14/08	EMPLOYEE HEALTH ADMINISTRATION SVCS	1,389.54	1,389.54
2014847	11/19/08	09433	DENNIS DE SOUZA	Ref002390732	11/18/08	UB Refund Cst #0000127832	67.46	67.46
2015049	11/25/08	09473	DENNIS DESOUZA	Ref002390920	11/24/08	UB Refund Cst #0000140354	32.78	32.78

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2014848	11/19/08	09415	DENNIS DESUZA	Ref002390712	11/18/08	UB Refund Cst #0000126749	40.03	40.03
2014762	11/12/08	00319	DEPARTMENT OF PUBLIC HEALTH	0893063	10/31/08	REVIEW FEES PWS ID #3790034	4,064.80	4,064.80
2014849	11/19/08	09357	DERRICK HUDSON	Ref002390653	11/18/08	UB Refund Cst #0000049614	66.46	66.46
2015107	11/26/08	02519	DIEHL, EVANS & COMPANY LLP	000784	11/20/08	REGISTRATION FEES	550.00	550.00
2014763	11/12/08	03417	DIRECTV	890582735	11/05/08	SATELLITE TV SERVICE	9.98	9.98
2014977	11/19/08	00009	DMV RENEWAL	4FB938408	10/28/08	PERMANENT TRAILER ID RENEWAL	10.00	10.00
2014850	11/19/08	09435	DOWNEY SAVINGS	Ref002390734	11/18/08	UB Refund Cst #0000127959	55.08	55.08
2014851	11/19/08	09451	DOWNEY SAVINGS	Ref002390750	11/18/08	UB Refund Cst #0000139061	52.88	52.88
2014852	11/19/08	09418	E J O GROUP	Ref002390716	11/18/08	UB Refund Cst #0000126963	14.28	14.28
2015108	11/26/08	01926	EAST COUNTY URGENT CARE	000760	11/06/08	ONSITE FLU SHOTS	575.00	575.00
2014687	11/05/08	02447	EDCO DISPOSAL CORPORATION	000733	10/31/08	RECYCLING SERVICES	89.25	89.25
2014853	11/19/08	09360	EDEL VARGAS	Ref002390656	11/18/08	UB Refund Cst #0000074632	39.71	39.71
2014854	11/19/08	09362	EDWARD JOHNSON	Ref002390658	11/18/08	UB Refund Cst #0000082934	24.49	24.49
2015050	11/25/08	09475	EDWARD ROEPKE	Ref002390922	11/24/08	UB Refund Cst #0000140729	24.59	24.59
2014978	11/19/08	01012	EL CAJON FORD	C16572	10/29/08	TRUCK REPAIR	1,604.96	1,604.96
2014688	11/05/08	06525	ELECTRIC MOTOR SPECIALISTS INC	2581	10/03/08	REBUILD RUSSELL SQUARE PUMP	1,145.00	1,145.00
2015109	11/26/08	06525	ELECTRIC MOTOR SPECIALISTS INC	2634	11/04/08	REPAIR RAS #3 PUMP	1,300.15	1,300.15
2014689	11/05/08	00331	EMPLOYMENT DEVELOPMENT DEPT	000744	10/24/08	UNEMPLOYMENT INSURANCE	6,227.00	6,227.00
2014979	11/19/08	06813	EMPLOYMENT TRAINING	000766	10/15/08	SEXUAL HARASSMENT TRAINING	130.00	130.00
2014690	11/05/08	05760	ENHANCED COMMUNICATIONS	564	10/14/08	TREATMENT PLANT IT WIRING	4,950.00	4,950.00
2015110	11/26/08	05760	ENHANCED COMMUNICATIONS	574	11/04/08	IT CABLING INSTALLATION	2,380.00	2,380.00
2015111	11/26/08	03725	ENVIRONMENTAL SYSTEMS RESEARCH	95077652		CREDIT MEMO	(3,521.00)	
				91772856	06/26/08	ARC GIS SOFTWARE MAINTENANCE	19,823.01	
				91874925	10/31/08	SYSTEM ARCHITECTURE CONSULTANT	3,626.00	
				91873051	10/29/08	PROFESSIONAL DATABASE SUPPORT	1,554.00	21,482.01

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2014855	11/19/08	09436	EXCEL PROPERTIES	Ref002390735	11/18/08	UB Refund Cst #0000128049	70.13	70.13
2014980	11/19/08	03683	F & L INDUSTRIAL SOLUTIONS INC	7906	10/27/08	VALVE SOLENOID	709.06	709.06
2015051	11/25/08	09482	F J WILLERT CONTRACTING CO INC	Ref002390929	11/24/08	UB Refund Cst #0000142087	690.23	690.23
2014764	11/12/08	00645	FEDEX	296556808 296556808A	10/24/08 10/24/08	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	9.18 6.67	15.85
2014691	11/05/08	03546	FERGUSON WATERWORKS	0291188 0290593 02895252	10/16/08 10/16/08 10/10/08	INVENTORY WAREHOUSE JONES OPERATING NUT	9,910.62 1,217.31 86.50	11,214.43
2014765	11/12/08	03546	FERGUSON WATERWORKS	CM023715 0291905 02905931 02895253 0291924	 10/22/08 10/22/08 10/17/08 10/22/08	CREDIT MEMO INVENTORY WAREHOUSE JONES OPERATING NUT JONES HYD WRENCHES	(197.83) 633.83 445.12 204.39 161.63	1,247.14
2014981	11/19/08	03546	FERGUSON WATERWORKS	02902041 02911881 02919051 0292312 0292802	10/30/08 10/24/08 10/27/08 10/30/08 10/30/08	INVENTORY INVENTORY INVENTORY VALVE RISERS WAREHOUSE	6,637.40 3,042.06 1,336.10 808.13 181.34	12,005.03
2015112	11/26/08	03546	FERGUSON WATERWORKS	02911883	10/31/08	INVENTORY	3,652.73	3,652.73
2014856	11/19/08	09377	FERNANDO GUTIERREZ	Ref002390673	11/18/08	UB Refund Cst #0000094845	8.88	8.88
2014857	11/19/08	09459	FIELD ASSET SERVICES	Ref002390758	11/18/08	UB Refund Cst #0000140149	46.43	46.43
2014766	11/12/08	09146	FIGUEROA, JIANYNE	000759	11/10/08	TUITION REIMBURSEMENT	270.00	270.00
2015113	11/26/08	08893	FIRST AMERICAN DATA TREE	900340108	10/31/08	ONLINE MAP PURCHASING SERVICE	99.00	99.00
2014767	11/12/08	04066	FIRST CHOICE SERVICES - SD	303677	10/21/08	COFFEE SUPPLIES	367.69	367.69
2014982	11/19/08	04066	FIRST CHOICE SERVICES - SD	304848	11/18/08	COFFEE SUPPLIES	345.04	345.04
2015114	11/26/08	04066	FIRST CHOICE SERVICES - SD	304344	11/04/08	COFFEE SUPPLIES	311.68	311.68
2014858	11/19/08	09443	FIRST FEDERAL BANK OF CA	Ref002390742	11/18/08	UB Refund Cst #0000131468	142.39	142.39
2014692	11/05/08	00035	FISHER SCIENTIFIC	3140832 1722451	 10/14/08	CREDIT SHIPPING CHARGE LABORATORY SUPPLIES	(6.94) 338.25	

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				1722433	10/14/08	TURBIDITY STANDARDS	242.20	
				1412204	10/06/08	LABORATORY SUPPLIES	26.08	599.59
2014859	11/19/08	09411	FLODELIZA BRAND	Ref002390708	11/18/08	UB Refund Cst #0000126515	9.79	9.79
2014693	11/05/08	09049	FOX CONSTRUCTION	1A	10/03/08	P2465/P2466 MAT'L STORAGE BINS/COVER	4,770.00	4,770.00
2015115	11/26/08	01612	FRANCHISE TAX BOARD	Ben2390905	11/26/08	PAYROLL DEDUCTION	364.98	364.98
2014860	11/19/08	09409	FRANK PRICE	Ref002390706	11/18/08	UB Refund Cst #0000126313	31.22	31.22
2014983	11/19/08	04548	FRASER'S BOILER	23957	10/29/08	DRIVE LINE REPAIR	983.15	983.15
2014984	11/19/08	03094	FULLCOURT PRESS	18520	09/30/08	FALL FESTIVAL BILL INSERTS	1,369.95	
				18549	10/09/08	PRESENTATION FOLDERS	1,325.33	2,695.28
2015116	11/26/08	03094	FULLCOURT PRESS	18640	10/31/08	PROP 218 NOTICES	7,731.30	7,731.30
2014694	11/05/08	09045	G & A AUTO AIR CONDITIONING &	11187	09/22/08	A/C INSTALLATION	2,865.20	
				11189	09/22/08	A/C INSTALLATION	2,865.20	
				11188	09/22/08	A/C INSTALLATION	2,865.20	8,595.60
2014768	11/12/08	06291	GARCIA CALDERON & RUIZ LLP	2064	11/03/08	LEGAL SERVICES	34,831.58	34,831.58
2014861	11/19/08	09445	GARY KENT	Ref002390744	11/18/08	UB Refund Cst #0000132172	64.90	64.90
2014862	11/19/08	09416	GARY KENT & ASSOCIATES	Ref002390713	11/18/08	UB Refund Cst #0000126788	21.41	21.41
2014769	11/12/08	03537	GHA TECHNOLOGIES INC	516601	10/22/08	TONER	1,847.91	
				513847	10/01/08	COMPUTER HARD DRIVE	181.02	
				516609	10/23/08	TONER	146.54	2,175.47
2015117	11/26/08	06276	GIFFORD ENGINEERING INC	3867	11/06/08	INSTALL RADIO	447.70	447.70
2014863	11/19/08	09372	GLENMORE WAGNER	Ref002390668	11/18/08	UB Refund Cst #0000091529	39.36	39.36
2014864	11/19/08	09373	GLORIA PEREZ	Ref002390669	11/18/08	UB Refund Cst #0000091576	22.84	22.84
2014865	11/19/08	09399	GMAC MORTGAGE	Ref002390696	11/18/08	UB Refund Cst #0000125221	53.58	53.58
2015118	11/26/08	00131	GOVERNMENT FINANCE OFFICERS	000801	11/24/08	PARTICIPANT APPLICATION FEE	480.00	480.00
2014695	11/05/08	00101	GRAINGER INC	9754539709	10/13/08	PRESSURE SWITCH/BALLAST-F26DBX LAMP	327.84	
				9756764891	10/15/08	SHOP MATERIALS	221.38	
				9755646297	10/14/08	BATTERIES	213.60	
				9703650946	08/06/08	MEASURING TAPE & MEASURING WHEEL	110.85	873.67

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2014770	11/12/08	00101	GRAINGER INC	9760149881	10/20/08	WAREHOUSE	1,143.84	1,495.23
				9760751371	10/21/08	VALVE REPAIR	351.39	
2014985	11/19/08	00101	GRAINGER INC	9768002256	10/29/08	SAW	843.03	1,986.09
				9765880811	10/27/08	VARIOUS ELECTRICAL MATERIALS	696.53	
				9767898407	10/29/08	FIELD REP TOOLS	364.49	
				9768040801	10/30/08	FIELD REP TOOLS	82.04	
2015119	11/26/08	00101	GRAINGER INC	9770710664	11/03/08	SAW	210.77	210.77
2014986	11/19/08	03753	GRAPHIC CONTROLS LLC	JJ7460	10/29/08	GRAPHIC CNTRL ANALYZER CHARTS & PENS	1,845.49	3,058.87
				JJ7191	10/28/08	ANALYZER CHARTS AND PENS	1,213.38	
2015120	11/26/08	03753	GRAPHIC CONTROLS LLC	JJ9103	11/05/08	GRAPHIC CNTRL ANALYZER CHARTS & PENS	1,059.94	1,059.94
2014696	11/05/08	01576	GRAYBAR ELECTRIC CO INC	937403288	10/15/08	LEGEND PLATES	64.80	64.80
2014771	11/12/08	01576	GRAYBAR ELECTRIC CO INC	937458912	10/17/08	WIRE & 24VDC RELAY FOR SCADA PROJECTS	125.45	125.45
2014987	11/19/08	01576	GRAYBAR ELECTRIC CO INC	937611301	10/24/08	WIRE AND 24VDC RELAY	557.63	557.63
2015121	11/26/08	02187	GREENSCAPE	2049	11/01/08	LANDSCAPING SERVICES	6,090.00	6,090.00
2014866	11/19/08	09440	GREG COCCA	Ref002390739	11/18/08	UB Refund Cst #0000128326	144.31	144.31
2014867	11/19/08	09421	GREG SEALE	Ref002390719	11/18/08	UB Refund Cst #0000127025	42.26	42.26
2014868	11/19/08	09432	GREG SEALE	Ref002390731	11/18/08	UB Refund Cst #0000127822	53.58	53.58
2015052	11/25/08	09421	GREG SEALE	Ref002390950	11/24/08	UB Refund Cst #0000127025	11.32	11.32
2015053	11/25/08	09471	GREG SEALE	Ref002390918	11/24/08	UB Refund Cst #0000138903	49.71	49.71
2014869	11/19/08	09434	GROSSMONT UNION HIGH SCHOOL DI	Ref002390733	11/18/08	UB Refund Cst #0000127903	1,944.58	1,944.58
2015122	11/26/08	03773	GTC SYSTEMS INC	28347	10/31/08	TECHNICAL SUPPORT FOR CITRIX	1,350.00	1,350.00
2014697	11/05/08	09338	GUERREIRO, JUAN	000732	10/27/08	SAFETY BOOTS REIMBURSEMENT	119.06	119.06
2015123	11/26/08	08487	GUERREIRO, JUAN	000803	11/24/08	TUITION REIMBURSEMENT	1,373.00	1,373.00
2014772	11/12/08	00174	HACH COMPANY	5961835	10/23/08	TURBIDIMETER SPARE PARTS	455.98	455.98
2014988	11/19/08	00174	HACH COMPANY	5963740	10/24/08	TURBIDIMETER SPARE PARTS	53.88	37.01
				5967708	10/28/08	TURBIDIMETER SPARE PARTS	37.01	

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				5971469	10/30/08	1720E TURBIDIMETER PM/SPARE PARTS	37.01	127.90
2015054	11/25/08	09493	HAMANN CONSTRUCTION	Ref002390941	11/24/08	UB Refund Cst #0000122430	159.00	159.00
2015055	11/25/08	09494	HAMANN CONSTRUCTION	Ref002390942	11/24/08	UB Refund Cst #0000123567	626.10	626.10
2014698	11/05/08	00169	HAWTHORNE POWER SYSTEMS	PS100161328	10/08/08	BLOCK HEATER	273.16	273.16
2014699	11/05/08	06640	HD SUPPLY WATERWORKS LTD	8020636	10/14/08	INVENTORY	1,758.48	1,758.48
2014989	11/19/08	06640	HD SUPPLY WATERWORKS LTD	8058160	10/24/08	INVENTORY	7,327.00	
				8084573	10/24/08	INVENTORY	5,568.52	
				8123238	10/30/08	INVENTORY	1,202.28	14,097.80
2015124	11/26/08	07302	HEALTH DIMENSIONS	1955	11/21/08	HEALTH SCREENINGS FOR HEALTH FAIR	1,500.00	1,500.00
2015125	11/26/08	04472	HECTOR I MARES-COSSIO	43	09/01/08	BI-NATIONAL CONSULTANT SERVICES	3,600.00	3,600.00
2014870	11/19/08	09457	HEMANT NIRMAL	Ref002390756	11/18/08	UB Refund Cst #0000140056	65.93	65.93
2014990	11/19/08	09350	HENNIN FOREMAN	RF035006878	11/07/08	RE-ISSUE CHECK TO PROPERTY MANAGER	41.39	41.39
2014700	11/05/08	03066	HENRY PRATT COMPANY	1697050	10/08/08	REPAIR KIT	11.37	11.37
2014871	11/19/08	09388	HERMELINDA NUNEZ	Ref002390685	11/18/08	UB Refund Cst #0000123460	94.49	94.49
2014701	11/05/08	00713	HEWLETT-PACKARD COMPANY	45021010	10/08/08	DATA CENTER EQUIPMENT	10,445.29	
				45033807	10/10/08	DATA CENTER EQUIPMENT	1,099.05	11,544.34
2014773	11/12/08	00713	HEWLETT-PACKARD COMPANY	45094527	10/22/08	DATA CENTER EQUIPMENT	3,669.97	
				45100683	10/22/08	HP CARE PACK HARDWARE SUPPORT	654.00	4,323.97
2015126	11/26/08	00713	HEWLETT-PACKARD COMPANY	45116712	10/25/08	DATA CENTER EQUIPMENT	10,445.29	10,445.29
2014774	11/12/08	06843	HI-TECH AIR CONDITIONING	3271	10/20/08	DATA CENTER AC MAINTENANCE	375.00	375.00
2015127	11/26/08	06843	HI-TECH AIR CONDITIONING	4916	10/31/08	DATA CENTER AC MAINTENANCE	665.75	665.75
2014702	11/05/08	01109	HOME DEPOT CREDIT SERVICES	7190176	10/20/08	PAINT ROLLERS	51.62	51.62
2014991	11/19/08	01109	HOME DEPOT CREDIT SERVICES	3970613	10/24/08	VERTICAL BLINDS	93.10	
				4199148	11/12/08	PAINT SUPPLIES	85.45	178.55
2015128	11/26/08	06540	HORIZON CRANE SERVICE LLC	4860	11/06/08	CRANE RENTAL TP PULL #2 PUMP 1296-1 STAT	540.00	540.00
2014992	11/19/08	06301	HVAC ENGINEERING INC	5378	07/10/08	PUMP STATION REPLACEMENT (P2172)	4,390.00	4,390.00

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2014703	11/05/08	08491	IDENTIFICATION SERVICES	000741 000742	10/27/08 11/03/08	FINGERPRINTING SERVICES FINGERPRINTING SERVICES	40.00 20.00	60.00
2014775	11/12/08	01649	IDEXX DISTRIBUTION INC	233405410	10/23/08	LABORATORY SUPPLIES	5,299.72	5,299.72
2014993	11/19/08	02203	IKON OFFICE SOLUTIONS	1014708613 1014630985	10/22/08 10/17/08	WORKSTATION EQUIPMENT SCANNERS	3,319.77 25,956.96	29,276.73
2014872	11/19/08	09462	INFINITY GROUP	Ref002390761	11/18/08	UB Refund Cst #0000140429	46.37	46.37
2014704	11/05/08	08969	INFOSEND INC	33879 33703	10/14/08 09/30/08	POSTAGE BILL PRINTING SERVICES	16,480.75 6,766.09	23,246.84
2015129	11/26/08	08969	INFOSEND INC	34235 34159	11/04/08 10/31/08	POSTAGE BILL PRINTING SERVICES	16,483.05 7,125.37	23,608.42
2014873	11/19/08	09394	INTEGRITY FIRST REALTY & LOAN	Ref002390691	11/18/08	UB Refund Cst #0000124675	49.99	49.99
2015130	11/26/08	02028	INTERACTIVE DATA PRICING AND	05794108	10/31/08	DIAL-UP SERVICE FOR INVESTMENTS	85.00	85.00
2015131	11/26/08	02372	INTERIOR PLANT SERVICE INC	29247	10/31/08	PLANT SERVICE	169.00	169.00
2014994	11/19/08	03250	INTERNATIONAL PUBLIC	000761	11/06/08	SEMINAR REGISTRATION	60.00	60.00
2014874	11/19/08	09363	JACOB JAMES	Ref002390659	11/18/08	UB Refund Cst #0000084297	46.38	46.38
2014875	11/19/08	09398	JACOB KOLENO	Ref002390695	11/18/08	UB Refund Cst #0000124874	23.63	23.63
2014876	11/19/08	09390	JAMES BISHOFF	Ref002390687	11/18/08	UB Refund Cst #0000124186	99.23	99.23
2014877	11/19/08	09448	JAMUL INDIAN VILLAGE	Ref002390747	11/18/08	UB Refund Cst #0000133949	696.75	696.75
2015132	11/26/08	03077	JANI KING OF CA INC - SDO	SDO11080324	11/01/08	OFF-SITE JANITORIAL SERVICES	1,042.00	1,042.00
2014878	11/19/08	09368	JANICE VAN BUREN	Ref002390664	11/18/08	UB Refund Cst #0000088463	34.51	34.51
2015056	11/25/08	09500	JASMINE LOPEZ	Ref002390949	11/24/08	UB Refund Cst #0000126798	113.24	113.24
2015057	11/25/08	09484	JEANETTE GRDINA	Ref002390931	11/24/08	UB Refund Cst #0000025508	101.99	101.99
2014879	11/19/08	09413	JEFF ONION	Ref002390710	11/18/08	UB Refund Cst #0000126689	41.61	41.61
2014880	11/19/08	09423	JEFFREY J BERGLAND	Ref002390721	11/18/08	UB Refund Cst #0000127134	41.32	41.32
2015058	11/25/08	09503	JENNY CHAVEZ	Ref002390953	11/24/08	UB Refund Cst #0000127946	15.76	15.76

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2014995	11/19/08	01010	JOB'S AVAILABLE INC	823048	10/28/08	JOB POSTING	420.00	420.00
2014705	11/05/08	03172	JONES & STOKES ASSOCIATES	0056999	10/11/08	HABITAT MGMT ENVIRONMENTAL SVCS	13,712.83	
				0056995	10/11/08	ON-CALL ENVIRONMENTAL SVCS	6,226.25	
				0056997	10/11/08	ON-CALL ENVIRONMENTAL SVCS	4,001.25	
				0056996	10/11/08	ON-CALL ENVIRONMENTAL SVCS	1,617.79	
				0056998	10/11/08	ON-CALL ENVIRONMENTAL SVCS	409.46	25,967.58
2014881	11/19/08	09354	JORDANA SANCHEZ	Ref002390650	11/18/08	UB Refund Cst #0000014599	22.15	22.15
2014882	11/19/08	09417	JOSE L BAUTISTA	Ref002390715	11/18/08	UB Refund Cst #0000126840	151.53	151.53
2014883	11/19/08	09389	JOSHUA OVERN	Ref002390686	11/18/08	UB Refund Cst #0000123515	30.33	30.33
2015059	11/25/08	09488	JUSTIN COMPEAN	Ref002390936	11/24/08	UB Refund Cst #0000082330	17.43	17.43
2015060	11/25/08	09476	JUSTIN ROBERTS	Ref002390923	11/24/08	UB Refund Cst #0000141252	29.86	29.86
2015061	11/25/08	09474	KEITH ANDERSON AND ASSOCIATES	Ref002390921	11/24/08	UB Refund Cst #0000140704	17.05	17.05
2015062	11/25/08	09486	KEITH SCHNERINGER	Ref002390934	11/24/08	UB Refund Cst #0000072009	178.84	178.84
2014776	11/12/08	09032	KIM THOMAS	RF250497045	11/04/08	CUSTOMER REFUND	53.58	53.58
2014884	11/19/08	09407	KIM THOMAS	Ref002390704	11/18/08	UB Refund Cst #0000126060	64.77	64.77
2014885	11/19/08	09441	KIM THOMAS	Ref002390740	11/18/08	UB Refund Cst #0000128332	50.16	50.16
2015063	11/25/08	09492	KIRK KLEINT	Ref002390940	11/24/08	UB Refund Cst #0000121674	22.18	22.18
2014996	11/19/08	05840	KIRK PAVING INC	4139	10/30/08	ANNUAL AS NEEDED PAVING SERVICES	19,148.05	19,148.05
2014777	11/12/08	02846	KIRKS RADIATOR	18268	10/13/08	RADIATOR REPAIR	200.85	200.85
2014706	11/05/08	04996	KNOX ATTORNEY SERVICE INC	429296	10/10/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				429297	10/10/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				429298	10/10/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				429299	10/10/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	114.00
2014997	11/19/08	04996	KNOX ATTORNEY SERVICE INC	433399	10/29/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				433398	10/29/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				433397	10/29/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				433396	10/29/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	114.00
2015133	11/26/08	04996	KNOX ATTORNEY SERVICE INC	434975	11/05/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	

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				434974	11/05/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
				434976	11/05/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	82.50
2014886	11/19/08	09461	KRISTINE SLEAD	Ref002390760	11/18/08	UB Refund Cst #0000140363	46.73	46.73
2015134	11/26/08	09468	LAFAYETTE HOTEL	000792	11/19/08	DEPOSIT FOR EMPLOYEE HOLIDAY EVENT	2,777.71	2,777.71
2014707	11/05/08	06497	LAKESIDE LAND COMPANY	217747	10/15/08	ASPHALT	80.00	80.00
2015135	11/26/08	06497	LAKESIDE LAND COMPANY	218581	11/06/08	ASPHALT	80.00	80.00
2015064	11/25/08	09479	LANGER MASONRY	Ref002390926	11/24/08	UB Refund Cst #0000141453	404.24	404.24
2014708	11/05/08	03607	LEE & RO INC	83701	10/16/08	P2009 - DESIGN OF 36-INCH PIPELINE	93,887.90	93,887.90
2014887	11/19/08	09378	LENNAR HOMES OF CA INC	Ref002390674	11/18/08	UB Refund Cst #0000098201	304.04	304.04
2014888	11/19/08	09420	LINDA HARRIS	Ref002390718	11/18/08	UB Refund Cst #0000126994	29.61	29.61
2014889	11/19/08	09393	LINDA RING	Ref002390690	11/18/08	UB Refund Cst #0000124611	8.53	8.53
2014890	11/19/08	09447	LINDA SEALE	Ref002390746	11/18/08	UB Refund Cst #0000133930	40.78	40.78
2014891	11/19/08	09380	LIZ ALEXANDER	Ref002390676	11/18/08	UB Refund Cst #0000119777	254.14	254.14
2014709	11/05/08	01464	MAG SYSTEMS INC	162724923	10/15/08	640 PROJECT - MV CONTROL SIGNAL SPLITTER	2,395.01	2,395.01
2014778	11/12/08	03385	MAGANA, MANNY J	15971008	11/05/08	REIMBURSE CONF TRAVEL EXPENSES	302.92	302.92
2014998	11/19/08	00628	MANHATTAN NAT'L LIFE INS CO	000781	11/18/08	VOLUNTARY LIFE INSURANCE	320.14	320.14
2014892	11/19/08	09406	MARC CARPENTER & ASSOCIATES	Ref002390703	11/18/08	UB Refund Cst #0000126004	40.16	40.16
2014893	11/19/08	09426	MARC CARPENTER & ASSOCIATES	Ref002390724	11/18/08	UB Refund Cst #0000127359	31.47	31.47
2014894	11/19/08	09429	MARC CARPENTER & ASSOCIATES	Ref002390727	11/18/08	UB Refund Cst #0000127611	54.78	54.78
2015065	11/25/08	09497	MARC CARPENTER AND ASSOC	Ref002390945	11/24/08	UB Refund Cst #0000125933	23.70	23.70
2015066	11/25/08	09472	MARC CARPENTER AND ASSOCIATES	Ref002390919	11/24/08	UB Refund Cst #0000140042	154.25	154.25
2015067	11/25/08	09504	MARK ORTIZ	Ref002390954	11/24/08	UB Refund Cst #0000128016	120.00	120.00
2014999	11/19/08	02902	MARSTON+MARSTON INC	200811	11/01/08	PUBLIC RELATIONS SERVICES	6,240.00	6,240.00
2014895	11/19/08	09366	MASARU OTAKE	Ref002390662	11/18/08	UB Refund Cst #0000086957	27.91	27.91

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2014896	11/19/08	09379	MASTER DEVELOPMENT CORPORATIO	Ref002390675	11/18/08	UB Refund Cst #0000119107	762.22	762.22
2014710	11/05/08	05329	MASTER METER INC	0146255IN	10/16/08	INVENTORY	42,393.12	42,393.12
2014779	11/12/08	05329	MASTER METER INC	0146623IN	10/23/08	INTERPRETER REGISTERS/AMR RETROFIT	3,636.56	3,636.56
2015000	11/19/08	05329	MASTER METER INC	0146758IN	10/27/08	INVENTORY	33,383.32	33,383.32
2015136	11/26/08	05329	MASTER METER INC	0147139IN 0147070IN	11/04/08 10/31/08	6" METER FOR NEW INSTALL INVENTORY	2,790.92 38,226.51	41,017.43
2015068	11/25/08	09241	MAURICIO SANTISTEBAN	Ref002390933	11/24/08	UB Refund Cst #0000068799	59.29	59.29
2015137	11/26/08	02882	MAYER REPROGRAPHICS INC	0038871IN 0038867IN 0038866IN 0038868IN 0038873IN	10/30/08 10/30/08 10/30/08 10/30/08 10/30/08	REPROGRAPHICS SVCS REPROGRAPHICS SVCS REPROGRAPHICS SVCS REPROGRAPHICS SVCS REPROGRAPHICS SVCS	113.14 105.06 4,558.28 269.38 115.83	5,161.69
2014711	11/05/08	01183	MCMaster-CARR SUPPLY CO	12748794 13181333 13116679 11126734 12104439 12549223 12359512	10/10/08 10/16/08 10/15/08 09/26/08 10/03/08 10/08/08 10/07/08	PROGRAMMABLE AC MOTOR BURLAP BAGS HYDRO TANK PARTS REPAIR PART REPAIR PART REPAIR PART REPAIR PARTS	1,124.32 577.00 504.61 129.34 35.72 25.18 12.12	2,408.29
2014780	11/12/08	01183	MCMaster-CARR SUPPLY CO	13442828 13539283	10/20/08 10/21/08	WAREHOUSE PATCH CABLES	342.52 135.62	478.14
2015001	11/19/08	01183	MCMaster-CARR SUPPLY CO	14365031 99575527 11289974 15269172 14387320	10/30/08 09/15/08 09/29/08 10/30/08	VALVE PARTS REPAIR PARTS REPAIR PART CREDIT MEMO REINFORCED RUBBER SHEETS	276.33 73.80 72.48 (72.62) 853.65	1,203.64
2015138	11/26/08	01183	MCMaster-CARR SUPPLY CO	14832058	11/05/08	HIGH PRESSURE TUBING	37.53	37.53
2014897	11/19/08	09427	MCMILLIN REALTY	Ref002390725	11/18/08	UB Refund Cst #0000127383	80.45	80.45
2014898	11/19/08	09428	MCS	Ref002390726	11/18/08	UB Refund Cst #0000127410	56.98	56.98
2015002	11/19/08	09349	MEL HOVELL	RF290056316	11/13/08	REFUND OVERPAYMENT	2,040.57	2,040.57
2014899	11/19/08	09464	MICHELLE MACAWILI	Ref002390763	11/18/08	UB Refund Cst #0000140489	14.13	14.13

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2015139	11/26/08	02835	MIL-RAM TECHNOLOGY INC	982272	11/03/08	TOX ARRAY 2000 SIX CHANNEL CONTROLLER	3,250.11	3,250.11
2014781	11/12/08	01577	MINARIK CORPORATION	10617007DD	10/15/08	REMOTE PLC EQUIPMENT	7,415.64	7,415.64
2014782	11/12/08	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	238838	10/13/08	BRAKE PARTS	996.52	
				239263	10/23/08	REPAIR PARTS	159.32	1,155.84
2014712	11/05/08	03393	MOBILE MINI LLC - CA	904163913	10/26/08	RENTAL 40' METER STORAGE CONTAINERS	173.28	173.28
2015140	11/26/08	03393	MOBILE MINI LLC - CA	904166284	11/03/08	RENTAL 40' METER STORAGE CONTAINERS	179.27	179.27
2015003	11/19/08	03401	MODULAR MERCHANTS	1821	10/30/08	RECEPTION AREA REMODEL	1,616.16	1,616.16
2015141	11/26/08	03401	MODULAR MERCHANTS	1822	11/05/08	RECEPTION AREA REMODEL	71.98	71.98
2015004	11/19/08	09227	MOORE INDUSTRIES	511415	10/30/08	640 PROJ - PROCESS CONTROL MECH RELAY	263.26	263.26
2014900	11/19/08	09374	MORGAN STANLEY A B S CAPITAL I	Ref002390670	11/18/08	UB Refund Cst #0000091708	7.85	7.85
2015142	11/26/08	07348	MSA SYSTEMS INC	14118	10/10/08	RFID SITE SURVEY	3,995.00	3,995.00
2014783	11/12/08	02037	MWH LABORATORIES	255557LI	10/23/08	REGULATORY ANALYSES	338.00	338.00
2014713	11/05/08	09336	NANCY SMITH	000728	10/27/08	CASH IN YOUR PLANTS PROGRAM	832.00	832.00
2014785	11/12/08	04676	NAPA AUTO PARTS	127457	10/06/08	REPAIR PARTS	331.00	
				127075	10/01/08	REPAIR PARTS	262.18	
				129068	10/22/08	REPAIR PARTS	243.48	
				129224	10/23/08	REPAIR PARTS	172.38	
				127743	10/08/08	REPAIR PARTS	130.65	
				128879	10/20/08	REPAIR PARTS	129.28	
				127815	10/09/08	REPAIR PARTS	125.21	
				126590	09/26/08	REPAIR PARTS	106.13	
				127040	10/01/08	REPAIR PARTS	92.19	
				129195	10/23/08	REPAIR PARTS	79.65	
				128993	10/21/08	REPAIR PARTS	78.11	
				128631	10/17/08	REPAIR PARTS	74.74	
				127816	10/09/08	REPAIR PARTS	69.70	
				126945	09/30/08	REPAIR PARTS	69.43	
				128898	10/20/08	REPAIR PARTS	68.96	
				129192	10/23/08	REPAIR PARTS	65.93	
				128177	10/13/08	REPAIR PARTS	5.69	
				129110	10/22/08	REPAIR PARTS	5.37	
				126379	09/24/08	REPAIR PARTS	2.65	
				127814	10/09/08	REPAIR PARTS	59.52	

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				129128	10/22/08	REPAIR PARTS	55.43	
				127801	10/09/08	REPAIR PARTS	55.38	
				128877	10/20/08	REPAIR PARTS	45.13	
				128499	10/16/08	REPAIR PARTS	44.48	
				128503	10/16/08	REPAIR PARTS	39.85	
				129151	10/22/08	REPAIR PARTS	36.20	
				128994	10/21/08	REPAIR PARTS	35.75	
				128257	10/14/08	REPAIR PARTS	35.56	
				129268	10/23/08	REPAIR PARTS	29.74	
				127775	10/08/08	REPAIR PARTS	25.61	
				128554	10/16/08	REPAIR PARTS	24.87	
				129131	10/22/08	REPAIR PARTS	24.49	
				128093	10/13/08	REPAIR PARTS	21.85	
				126270	09/23/08	REPAIR PARTS	21.50	
				127892	10/10/08	REPAIR PARTS	21.33	
				126533	09/25/08	REPAIR PARTS	21.11	
				125972	09/19/08	REPAIR PARTS	20.89	
				128303	10/14/08	REPAIR PARTS	19.60	
				127033	10/01/08	REPAIR PARTS	14.20	
				127052	10/01/08	REPAIR PARTS	13.77	
				126190	09/22/08	REPAIR PARTS	13.39	
				126595	09/26/08	REPAIR PARTS	12.90	
				128304	10/14/08	REPAIR PARTS	10.01	
				127590	10/07/08	REPAIR PARTS	9.73	
				127086	10/01/08	REPAIR PARTS	7.89	
				129267	10/23/08	REPAIR PARTS	6.89	
				126808	09/29/08	REPAIR PARTS	6.59	
				126812	09/29/08	REPAIR PARTS	6.10	2,852.49
2015005	11/19/08	04676	NAPA AUTO PARTS	129866	10/30/08	REPAIR PARTS	21.01	
				129361	10/24/08	REPAIR PARTS	8.67	
				129332	10/24/08	REPAIR PARTS	6.45	
				129672	10/28/08	REPAIR PARTS	5.44	
				129754	10/29/08	REPAIR PARTS	4.53	
				129736	10/29/08	REPAIR PARTS	3.58	
				124091	10/14/08	REIMBURSE DEBIT	142.23	
				129538	10/27/08	REPAIR PARTS	61.89	
				129634	10/28/08	REPAIR PARTS	45.46	
				129756	10/29/08	REPAIR PARTS	24.39	323.65
2015143	11/26/08	04676	NAPA AUTO PARTS	128920		CREDIT MEMO	(90.88)	
				127579		CREDIT MEMO	(34.62)	
				130157	11/03/08	REPAIR PARTS	314.32	
				130133	11/03/08	REPAIR PARTS	114.50	
				129983	10/31/08	REPAIR PARTS	76.44	
				130141	11/03/08	REPAIR PARTS	54.24	

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				130225	11/03/08	REPAIR PARTS	49.47	
				130226	11/03/08	REPAIR PARTS	49.47	
				129995	10/31/08	REPAIR PARTS	6.45	539.39
2015069	11/25/08	09490	NATASHA TUDARA	Ref002390938	11/24/08	UB Refund Cst #0000119444	139.11	139.11
2014786	11/12/08	03523	NATIONAL DEFERRED COMPENSATION	Ben2390485	11/13/08	DEFERRED COMP PLAN	9,731.96	9,731.96
2015144	11/26/08	03523	NATIONAL DEFERRED COMPENSATION	Ben2390897	11/26/08	DEFERRED COMP PLAN	9,279.24	9,279.24
2014901	11/19/08	09452	NATIONS FIRST INC	Ref002390751	11/18/08	UB Refund Cst #0000139398	16.15	16.15
2014787	11/12/08	03487	NETWORK INSIGHT	NINMS200801108	10/18/08	NETWORK CONSULTING SERVICES	180.00	180.00
2015145	11/26/08	03487	NETWORK INSIGHT	NINMS200801113	10/23/08	NETWORK MONITORING SERVICES	315.00	315.00
2015146	11/26/08	08531	NEWEST CONSTRUCTION	2	10/31/08	S2015 - CALAVO SEWER LIFT STATION	105,088.50	105,088.50
2015006	11/19/08	03571	NEXTLEVEL INTERNET INC	17097	11/14/08	INTERNET WEB HOSTING	416.00	416.00
2015147	11/26/08	02669	NORTHERN TOOL & EQUIPMENT CO	18740834	09/18/08	REPAIR PARTS	69.99	69.99
2014714	11/05/08	00510	OFFICE DEPOT INC	447682762001	10/15/08	OFFICE SUPPLIES	331.77	
				447828602001	10/15/08	TONER CARTRIDGES	320.97	
				447682677001	10/15/08	OFFICE SUPPLIES	10.57	663.31
2015007	11/19/08	00510	OFFICE DEPOT INC	449480143001	10/29/08	OFFICE SUPPLIES	2,576.31	
				449242569001	10/29/08	OFFICE SUPPLIES	394.75	
				448903834001	10/29/08	OFFICE SUPPLIES	386.79	
				448734121001	10/29/08	OFFICE SUPPLIES	338.58	
				448854250001	10/29/08	OFFICE SUPPLIES	295.40	
				448733412001	10/29/08	OFFICE SUPPLIES	68.25	
				448734120001	10/29/08	OFFICE SUPPLIES	10.56	4,070.64
2015008	11/19/08	07945	OLIN CORP - CHLOR ALKALI	1086532	10/29/08	CHLORINE FOR TREATMENT PLANT	2,187.55	2,187.55
2015009	11/19/08	03149	ON SITE LASER	41995	10/29/08	PRINTER REPAIR	153.05	153.05
2014715	11/05/08	00496	ONESOURCE DISTRIBUTORS LLC	S3003469002	10/17/08	16 AWG WIRES	150.53	150.53
2014788	11/12/08	00496	ONESOURCE DISTRIBUTORS LLC	S3003469001	10/17/08	16 AWG WIRES FOR SCADA PROJECTS	344.06	344.06
2015070	11/25/08	09487	OSCAR PANIAGUA	Ref002390935	11/24/08	UB Refund Cst #0000073625	112.02	112.02
2014789	11/12/08	03101	OTAY WATER DISTRICT	Ben2390487	11/13/08	PAYROLL DEDUCTION - ASSN DUES	819.00	819.00

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2015148	11/26/08	03101	OTAY WATER DISTRICT	Ben2390899	11/26/08	PAYROLL DEDUCTION - ASSN DUES	826.00	826.00
2014902	11/19/08	09466	PACIFIC BUILDING GROUP	Ref002390765	11/18/08	UB Refund Cst #0000140625	1,222.06	1,222.06
2014790	11/12/08	07499	PACIFIC BUILDING MAINTENANCE	15836	10/20/08	JANITORIAL SERVICES	280.00	280.00
2015149	11/26/08	07499	PACIFIC BUILDING MAINTENANCE	15877	11/03/08	JANITORIAL SERVICES ADMIN, WH, TP & OPS	2,795.00	2,795.00
2015150	11/26/08	04463	PACIFIC GREEN LANDSCAPE INC	0048919IN	10/31/08	WEED ABATEMENT	4,540.00	4,540.00
2015151	11/26/08	06646	PACIFIC HYDROTECH CORPORATION	4668	10/31/08	CONSTRUCTION SERVICES	97,018.75	97,018.75
2014791	11/12/08	09043	PARADIGM SYSTEMS SOLUTIONS INC	7424	10/23/08	NOTEBOOK	4,277.80	4,277.80
2015152	11/26/08	05497	PAYPAL INC	2803791	10/31/08	ON-LINE PAYMENT SERVICES	446.90	446.90
2014716	11/05/08	03308	PBS&J	1023235 1023252	10/16/08 10/16/08	2009 MASTER PLAN UPDATE CIP P2089-RECYCLED WATER CONCEPT STUDY	43,796.11 11,747.00	55,543.11
2014792	11/12/08	03649	PECK S HEAVY FRICTION INC	188111	10/02/08	REPAIR PARTS	42.67	42.67
2015010	11/19/08	08398	PEERLESS MATERIALS COMPANY	1557	10/29/08	WIPING RAGS	247.83	247.83
2014717	11/05/08	03790	PENHALL COMPANY	20099	10/16/08	FLAT SAW CUTTING SERVICES	195.00	195.00
2015011	11/19/08	03790	PENHALL COMPANY	20206	10/24/08	FLAT SAW CUTTING SERVICES	205.00	205.00
2014793	11/12/08	00137	PETTY CASH CUSTODIAN	000754	11/10/08	PETTY CASH REIMBURSEMENT	912.18	912.18
2015153	11/26/08	00137	PETTY CASH CUSTODIAN	000800	11/24/08	PETTY CASH REIMBURSEMENT	511.09	511.09
2015154	11/26/08	03351	POSADA, ROD	000804	11/24/08	COMPUTER LOAN PROGRAM	2,513.84	2,513.84
2015012	11/19/08	05499	PRAXAIR DISTRIBUTION INC	30824645 31130859 31051046	09/20/08 10/20/08 10/09/08	WELDING SUPPLIES & EQUIPMENT WELDING SUPPLIES & EQUIPMENT WELDING SUPPLIES & EQUIPMENT	717.96 622.20 157.11	1,497.27
2014903	11/19/08	09404	PREMIERE ASSET SERVICES	Ref002390701	11/18/08	UB Refund Cst #0000125898	67.57	67.57
2015013	11/19/08	02976	PRE-PAID LEGAL SERVICES INC	000780	11/18/08	LEGAL SERVICES	41.85	41.85
2014904	11/19/08	09453	PRESTERA REAL ESTATE	Ref002390752	11/18/08	UB Refund Cst #0000139533	21.37	21.37
2015071	11/25/08	09507	PROPERTY ADVANTAGE	Ref002390957	11/24/08	UB Refund Cst #0000138871	11.50	11.50
2014718	11/05/08	06641	PRUDENTIAL OVERALL SUPPLY	8735538	10/16/08	UNIFORMS	289.68	

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				8735537	10/16/08	MATS, TOWELS & SUPPLIES	116.78	
				8735539	10/16/08	MATS, TOWELS & SUPPLIES	95.84	
				8730997	10/15/08	MATS, TOWELS & SUPPLIES	89.00	
				8735540	10/16/08	UNIFORMS	53.45	
				8730996	10/15/08	UNIFORMS	48.23	692.98
2014794	11/12/08	06641	PRUDENTIAL OVERALL SUPPLY	8758117	10/23/08	UNIFORMS	305.68	
				8758116	10/23/08	MATS, TOWELS & SUPPLIES	116.78	
				8758118	10/23/08	MATS, TOWELS & SUPPLIES	95.84	
				8753589	10/22/08	MATS, TOWELS & SUPPLIES	89.00	
				8758119	10/23/08	UNIFORMS	59.45	
				8753588	10/22/08	UNIFORMS	48.23	714.98
2015014	11/19/08	06641	PRUDENTIAL OVERALL SUPPLY	8780389	10/30/08	ADMIN/OPS UNIFORMS, TOWELS & MATS	59.45	
				8776092	10/29/08	UNIFORMS	48.23	
				8780387	10/30/08	ADMIN/OPS UNIFORMS, TOWELS & MATS	289.68	
				8780386	10/30/08	ADMIN/OPS UNIFORMS, TOWELS & MATS	116.78	
				8780388	10/30/08	ADMIN/OPS UNIFORMS, TOWELS & MATS	95.84	
				8776093	10/29/08	MATS, TOWELS & SUPPLIES	89.00	698.98
2015155	11/26/08	06641	PRUDENTIAL OVERALL SUPPLY	8801525	11/06/08	UNIFORMS	53.45	
				8797216	11/05/08	UNIFORMS	48.23	
				8801523	11/06/08	UNIFORMS	289.68	
				8801522	11/06/08	MATS, TOWELS & SUPPLIES	116.78	
				8801524	11/06/08	MATS, TOWELS & SUPPLIES	95.84	
				8797217	11/05/08	MATS, TOWELS & SUPPLIES	89.00	692.98
2014719	11/05/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2390027	10/30/08	PERS CONTRIBUTION	126,903.45	126,903.45
2015015	11/19/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2390481	11/13/08	PERS CONTRIBUTION	127,516.78	127,516.78
2014795	11/12/08	01342	R J SAFETY SUPPLY CO INC	25387500	10/23/08	SAFETY SUPPLIES	50.18	50.18
2015016	11/19/08	01342	R J SAFETY SUPPLY CO INC	25604800	10/29/08	SAFETY SUPPLIES	898.94	
				25604900	10/29/08	SAFETY JACKETS	155.16	1,054.10
2015156	11/26/08	08331	RABO BANK NA	280205R	10/31/08	RETENTION FOR SPIESS CONSTRUCTION	9,740.45	9,740.45
2014720	11/05/08	00766	RANROY PRINTING COMPANY	095438	10/13/08	BUSINESS CARDS	48.49	48.49
2014905	11/19/08	09369	RAUL TOLOSA	Ref002390665	11/18/08	UB Refund Cst #000090012	106.54	106.54
2014721	11/05/08	02041	RBF CONSULTING	8080891	09/26/08	SANITARY SEWER CCTV INSPECTION	11,770.80	11,770.80
2014796	11/12/08	00021	RCP BLOCK & BRICK INC	4331170	10/21/08	CONCRETE	961.67	961.67

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2015157	11/26/08	09470	REBECCA FUENTES	RF209145722	11/24/08	UB CUSTOMER OVER-PAYMENT	2,600.00	2,600.00
2014797	11/12/08	01890	RECON	37594	10/17/08	P1253 - PREPARATION OF THE SUBAREA PLAN	812.75	812.75
2014906	11/19/08	09386	RENE FIGUEROA	Ref002390683	11/18/08	UB Refund Cst #0000123236	26.20	26.20
2014907	11/19/08	09403	RICK CRAVEN	Ref002390700	11/18/08	UB Refund Cst #0000125879	235.76	235.76
2014798	11/12/08	04542	ROBAK, MARK	70140908 70141008	09/30/08 10/31/08	MILEAGE REIMBURSEMENT MILEAGE REIMBURSEMENT	21.65 17.55	39.20
2015072	11/25/08	09506	ROBERT L WEICHEL	Ref002390956	11/24/08	UB Refund Cst #0000133881	34.30	34.30
2014908	11/19/08	09439	ROBERT SCHMIDT	Ref002390738	11/18/08	UB Refund Cst #0000128209	33.14	33.14
2015073	11/25/08	09501	ROBERT SCHMIDT	Ref002390951	11/24/08	UB Refund Cst #0000127231	12.23	12.23
2015158	11/26/08	09469	ROMEO R TOLENTINO	RF250858059	11/20/08	UB CUSTOMER OVER-PAYMENT	427.66	427.66
2014722	11/05/08	09337	RON HOVICK	000729	10/23/08	CASH IN YOUR PLANTS PROGRAM	900.00	900.00
2014723	11/05/08	03279	ROTH STAFFING COMPANIES LP	12248020	10/31/08	TEMPORARY SERVICES - ADMIN DEPT	1,315.20	1,315.20
2015017	11/19/08	03279	ROTH STAFFING COMPANIES LP	12250205 12252390	11/07/08 11/14/08	TEMPORARY SERVICES - HR DEPT TEMPORARY SERVICES - HR DEPT	1,315.20 1,315.20	2,630.40
2014909	11/19/08	09425	RUTH REYES	Ref002390723	11/18/08	UB Refund Cst #0000127217	75.06	75.06
2014910	11/19/08	09450	RUTH REYES	Ref002390749	11/18/08	UB Refund Cst #0000136481	53.58	53.58
2014799	11/12/08	00217	RW LITTLE CO INC	90022	10/22/08	POWDER COAT VALVE PARTS	100.00	100.00
2015074	11/25/08	09477	RYAN SCHLEICHER	Ref002390924	11/24/08	UB Refund Cst #0000141329	55.37	55.37
2015018	11/19/08	05130	SAFARI MICRO INC	169683	10/27/08	TAPES FOR BACK-UP	3,663.50	3,663.50
2014724	11/05/08	02390	SAFE HEARING AMERICA INC	DP12703	10/09/08	HEALTH EXAMS	20.00	20.00
2014800	11/12/08	03687	SAFETY-KLEEN SYSTEMS INC	M005192912	10/21/08	SOLVENT TANK SERVICE	168.78	168.78
2015159	11/26/08	00758	SAN DIEGO BUSINESS JOURNAL	112120081	11/21/08	REGISTRATION FEE	400.00	400.00
2014725	11/05/08	04661	SAN DIEGO COUNTY WATER	000739	10/29/08	SDCWWG MEETING	60.00	60.00
2015019	11/19/08	04661	SAN DIEGO COUNTY WATER	000778	11/17/08	MEETING REGISTRATION	30.00	30.00

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2015160	11/26/08	00247	SAN DIEGO DAILY TRANSCRIPT	000793	11/19/08	SUBSCRIPTION	237.05	237.05
2014726	11/05/08	00121	SAN DIEGO GAS & ELECTRIC	000731 000737	10/24/08 10/30/08	UTILITY EXPENSES UTILITY EXPENSES	74,649.24 315.83	74,965.07
2014801	11/12/08	00121	SAN DIEGO GAS & ELECTRIC	000746 000757 000752	10/31/08 10/31/08 11/03/08	UTILITY EXPENSES UTILITY EXPENSES UTILITY EXPENSES	63,993.15 13,950.91 1,805.31	79,749.37
2015020	11/19/08	00121	SAN DIEGO GAS & ELECTRIC	000773	10/02/08	UTILITY EXPENSE	74.00	74.00
2015021	11/19/08	00871	SAN DIEGO GAS & ELECTRIC	246111	11/04/08	ELECTRIC LATERAL COST	8,115.00	8,115.00
2015161	11/26/08	00121	SAN DIEGO GAS & ELECTRIC	000786 000798	11/18/08 11/24/08	UTILITY EXPENSES UTILITY EXPENSES	28,505.70 18,257.25	46,762.95
2014911	11/19/08	09385	SAN DIEGO REALTY	Ref002390682	11/18/08	UB Refund Cst #0000123201	14.54	14.54
2014912	11/19/08	09405	SAN DIEGO REALTY	Ref002390702	11/18/08	UB Refund Cst #0000125954	20.12	20.12
2014913	11/19/08	09424	SAN DIEGO REALTY	Ref002390722	11/18/08	UB Refund Cst #0000127143	58.10	58.10
2014914	11/19/08	09431	SAN DIEGO REALTY	Ref002390729	11/18/08	UB Refund Cst #0000127763	54.08	54.08
2014915	11/19/08	09455	SAN DIEGO REALTY	Ref002390754	11/18/08	UB Refund Cst #0000139892	110.82	110.82
2015075	11/25/08	09498	SAN DIEGO REALTY	Ref002390946	11/24/08	UB Refund Cst #0000126112	75.00	75.00
2014916	11/19/08	09463	SAN DIEGO REALTY INC	Ref002390762	11/18/08	UB Refund Cst #0000140440	40.31	40.31
2014917	11/19/08	09446	SAN DIEGO REO REALTORS	Ref002390745	11/18/08	UB Refund Cst #0000133925	39.28	39.28
2014918	11/19/08	09449	SAN DIEGO REO REALTORS	Ref002390748	11/18/08	UB Refund Cst #0000133981	55.49	55.49
2015022	11/19/08	09226	SAN DIEGO TRUCK EQUIPMENT INC	4743	10/29/08	BODY WORK	1,950.00	1,950.00
2015162	11/26/08	09226	SAN DIEGO TRUCK EQUIPMENT INC	4744	11/06/08	VEHICLE BODY WORK	1,550.00	1,550.00
2015163	11/26/08	07676	SAN MIGUEL FIRE PROTECTION	SMG14960	11/12/08	ANNUAL BUSINESS INSPECTION	394.00	394.00
2014919	11/19/08	09289	SANDY MILLER	Ref002390714	11/18/08	UB Refund Cst #0000126808	73.07	73.07
2014920	11/19/08	09437	SANDY MILLER	Ref002390736	11/18/08	UB Refund Cst #0000128075	62.62	62.62
2014727	11/05/08	09339	SANGALANG, ALEX	000740	11/04/08	SAFETY BOOTS REIMBURSEMENT	107.73	107.73

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2014802	11/12/08	09345	SANTOS, CESAR	000756	11/07/08	CERTIFICATE RENEWAL	170.00	170.00
2014803	11/12/08	05321	SCHIFF ASSOCIATES	02776	09/30/08	CIP P1043-CATHODIC PROTECTION PROGRAM	6,284.98	6,284.98
2015076	11/25/08	09481	SCHILLING CORPORATION	Ref002390928	11/24/08	UB Refund Cst #0000142067	1,056.11	1,056.11
2014804	11/12/08	07783	SCRIPPS CENTER FOR EXECUTIVE	000753	10/27/08	EXECUTIVE PHYSICAL	81.00	81.00
2014921	11/19/08	09383	SHARON BOYER	Ref002390680	11/18/08	UB Refund Cst #0000123017	29.22	29.22
2014922	11/19/08	09396	SHARON BOYER	Ref002390693	11/18/08	UB Refund Cst #0000124735	54.91	54.91
2014923	11/19/08	09465	SHARON BOYER	Ref002390764	11/18/08	UB Refund Cst #0000140556	14.28	14.28
2014728	11/05/08	01651	SHARP REES-STEALY MEDICAL CTRS	205 205A	10/18/08 10/18/08	HEALTH EXAMS PRE-PLACEMENT PHYSICALS	1,033.00 176.00	1,209.00
2014924	11/19/08	09355	SHEA HOMES	Ref002390651	11/18/08	UB Refund Cst #0000016506	765.88	765.88
2014925	11/19/08	09370	SHEA HOMES	Ref002390666	11/18/08	UB Refund Cst #0000090988	765.88	765.88
2014926	11/19/08	09422	SHEA HOMES	Ref002390720	11/18/08	UB Refund Cst #0000127108	9.76	9.76
2014729	11/05/08	05983	SIEMENS WATER	2589488 2593803	10/09/08 10/15/08	V10 CHLORINATOR CHEMICAL INJECTION CORP & ASSEMBLY	7,589.69 477.79	8,067.48
2014805	11/12/08	05983	SIEMENS WATER	2596904	10/20/08	CHEMICAL INJECTION CORP & ASSEMBLY	477.77	477.77
2015164	11/26/08	05983	SIEMENS WATER	7824825	10/31/08	BIOXIDE FOR TREATMENT PLANT	1,361.52	1,361.52
2015165	11/26/08	05983	SIEMENS WATER	4498726	09/19/08	DEIONIZED PROCESSING TANK RENTAL	68.34	68.34
2014927	11/19/08	09375	SIEMPRE VIVA III LLC	Ref002390671	11/18/08	UB Refund Cst #0000092340	566.38	566.38
2015023	11/19/08	05627	SIGNA DIGITAL SOLUTIONS INC	ARS21165	10/30/08	IR6000 COPIER SERVICE CUSTOMER SVC	200.00	200.00
2015166	11/26/08	05627	SIGNA DIGITAL SOLUTIONS INC	ARS21277 ARS21275 ARS21268 ARS21374	11/04/08 11/04/08 11/04/08 11/06/08	COPIER MAINTENANCE COPIER MAINTENANCE IR6000 COPIER SERVICE RECORDS MGMT IR6000 COPIER SERVICE PUBLIC SVCS	144.00 34.20 200.00 200.00	578.20
2015077	11/25/08	07156	SKYLINE CHURCH	Ref002390947	11/24/08	UB Refund Cst #0000126275	2,064.70	2,064.70
2014730	11/05/08	03103	SOUTHCOAST HEATING &	C38255	10/10/08	AIR CONDITIONING MAINTENANCE	908.00	908.00
2014731	11/05/08	06853	SOUTHERN CALIFORNIA SOIL	348614	09/30/08	ON CALL GEOTECHNICAL SERVICES	5,678.53	

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				348438R	09/15/08	ON CALL GEOTECHNICAL SERVICES	1,982.30	7,660.83
2015024	11/19/08	06853	SOUTHERN CALIFORNIA SOIL	348870	10/15/08	ON CALL GEOTECHNICAL SERVICES	2,759.50	2,759.50
2014806	11/12/08	03760	SPANKY'S PORTABLE SERVICES INC	785317	10/16/08	PORTABLE TOILET RENTAL	98.15	98.15
2015025	11/19/08	03760	SPANKY'S PORTABLE SERVICES INC	786121	10/24/08	PORTABLE TOILET RENTAL	79.96	
				786269	10/27/08	PORTABLE TOILET RENTAL	79.96	
				786120	10/24/08	PORTABLE TOILET RENTAL	79.96	
				786119	10/24/08	PORTABLE TOILET RENTAL	79.96	
				786118	10/24/08	PORTABLE TOILET RENTAL	79.96	399.80
2015167	11/26/08	03760	SPANKY'S PORTABLE SERVICES INC	788417	11/05/08	PORTABLE TOILET RENTAL	79.96	79.96
2015168	11/26/08	03184	SPIESS CONSTRUCTION CO INC	280205	10/31/08	P2191 - 850-4 RESERVOIR (CONSTRUCTION)	87,664.05	87,664.05
2015078	11/25/08	09478	SPORTS CAR CLUB OF AMERICA	Ref002390925	11/24/08	UB Refund Cst #0000141354	602.51	602.51
2014807	11/12/08	02354	STANDARD ELECTRONICS	11666	10/21/08	SECURITY SERVICE & REPAIRS	269.25	269.25
2015026	11/19/08	06524	STANLEY ACCESS TECH LLC	900006282	09/11/08	AUTOMATIC SWING DOOR MAINTENANCE	124.98	124.98
2014808	11/12/08	06299	STATE DISBURSEMENT UNIT	Ben2390491	11/13/08	PAYROLL DEDUCTION	237.69	237.69
2014809	11/12/08	06303	STATE DISBURSEMENT UNIT	Ben2390495	11/13/08	PAYROLL DEDUCTION	836.30	836.30
2014810	11/12/08	08533	STATE DISBURSEMENT UNIT	Ben2390493	11/13/08	PAYROLL DEDUCTION	841.01	841.01
2015169	11/26/08	06299	STATE DISBURSEMENT UNIT	Ben2390903	11/26/08	PAYROLL DEDUCTION	237.69	237.69
2015170	11/26/08	06303	STATE DISBURSEMENT UNIT	Ben2390909	11/26/08	PAYROLL DEDUCTION	836.30	836.30
2015171	11/26/08	08533	STATE DISBURSEMENT UNIT	Ben2390907	11/26/08	PAYROLL DEDUCTION	841.01	841.01
2015027	11/19/08	00274	STATE OF CALIFORNIA	C4614508	11/05/08	PROFESSIONAL LICENSE RENEWAL	125.00	125.00
2015172	11/26/08	00274	STATE OF CALIFORNIA	848308	11/18/08	LAND SURVEYOR LICENSE RENEWAL	125.00	125.00
2014811	11/12/08	02261	STATE STREET BANK & TRUST CO	Ben2390483	11/13/08	DEFERRED COMP PLAN	5,433.72	5,433.72
2015173	11/26/08	02261	STATE STREET BANK & TRUST CO	Ben2390895	11/26/08	DEFERRED COMP PLAN	7,735.72	7,735.72
2015028	11/19/08	01460	STATE WATER RESOURCES	000763	10/20/08	WATER RECLAMATION LOAN	366,325.04	366,325.04
2014928	11/19/08	09410	STEPHANIE CHELONE	Ref002390707	11/18/08	UB Refund Cst #0000126370	42.39	42.39

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2014929	11/19/08	09352	STEVE ALLISON	Ref002390647	11/18/08	UB Refund Cst #0000000597	40.86	40.86
2014732	11/05/08	02656	STEVENS, GEOFFREY	000743	11/04/08	REIMB CONF TRAVEL EXPENSES	457.22	457.22
2014733	11/05/08	07678	STREAMLINE FORMS & GRAPHICS	34529	10/10/08	TAGS	311.40	311.40
2014734	11/05/08	06841	SUPERIOR ENVIRONMENTAL	0808015	08/05/08	DATA CENTER CLEANING SERVICES	1,150.00	1,150.00
2014930	11/19/08	09400	SUSAN MEYERS-PIKE	Ref002390697	11/18/08	UB Refund Cst #0000125588	46.36	46.36
2014931	11/19/08	09438	SUSAN MEYERS-PYKE	Ref002390737	11/18/08	UB Refund Cst #0000128180	44.64	44.64
2014735	11/05/08	03476	SWEETWATER UNION HS DISTRICT	000730	10/29/08	ARTIFICIAL TURF REBATE	22,192.50	22,192.50
2015029	11/19/08	02987	T M PEMBERTON	26556	10/30/08	CEMENT	498.99	498.99
2014932	11/19/08	09358	TANYA ROGERS	Ref002390654	11/18/08	UB Refund Cst #0000069017	62.74	62.74
2014933	11/19/08	09408	TARA RUSSELL	Ref002390705	11/18/08	UB Refund Cst #0000126147	15.00	15.00
2014812	11/12/08	02799	TARULLI TIRE INC - SAN DIEGO	20035724	10/03/08	TIRE SERVICE	214.11	
				20035966	10/23/08	TIRE SERVICE	208.49	
				20035947	10/22/08	TIRE SERVICE	206.24	
				20035760	10/07/08	TIRE SERVICE	137.82	
				200035785	10/08/08	TIRE SERVICE	105.00	
				20035952	10/22/08	TIRE SERVICE	40.00	
				20035671	09/29/08	TIRE SERVICE	20.47	
				20035951	10/22/08	TIRE SERVICE	20.47	
				20035871	10/15/08	TIRE SERVICE	20.47	973.07
2015030	11/19/08	02799	TARULLI TIRE INC - SAN DIEGO	20036047	10/29/08	TIRE SERVICE	78.95	78.95
2015174	11/26/08	02799	TARULLI TIRE INC - SAN DIEGO	20036074	10/31/08	TIRE SERVICE	491.36	491.36
2014934	11/19/08	09395	TEAM TOWNSON	Ref002390692	11/18/08	UB Refund Cst #0000124698	12.86	12.86
2014935	11/19/08	09300	TEAM WERK REALTY	Ref002390730	11/18/08	UB Refund Cst #0000127793	28.47	28.47
2015031	11/19/08	02376	TECHKNOWSION INC	2102	10/29/08	SCADA P & S COMPUTER UPGRADE	24,562.00	
				2103	10/29/08	SCADA P & S UPGRADE MISC EXPENSES	367.60	24,929.60
2015175	11/26/08	02376	TECHKNOWSION INC	2098	11/05/08	SCADA SUPPORT SERVICES	1,875.00	1,875.00
2015032	11/19/08	03608	TELLIARD CONSTRUCTION	1500	10/14/08	REMODEL CUSTOMER SERVICE OFFICE	5,600.00	5,600.00
2015042	11/19/08	03608	TELLIARD CONSTRUCTION	2	08/07/08	R2053-RECLAM. PLANT/RECYCLE WTR OFFICE	44,968.13	44,968.13

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2015079	11/25/08	09491	TERI MERCURIO	Ref002390939	11/24/08	UB Refund Cst #0000121165	11.20	11.20
2014813	11/12/08	09340	TERVENO LP	RF255254000	11/04/08	CUSTOMER REFUND	128.27	128.27
2014936	11/19/08	09359	TIKHIE LEE	Ref002390655	11/18/08	UB Refund Cst #0000070099	18.16	18.16
2014937	11/19/08	09367	TIMOTHY CIEN	Ref002390663	11/18/08	UB Refund Cst #0000087671	39.06	39.06
2014938	11/19/08	09384	TOWNSON CHRIS	Ref002390681	11/18/08	UB Refund Cst #0000123110	11.06	11.06
2015033	11/19/08	07936	TRACER ENVIRONMENTAL SCIENCES	2123102 219403 212304	10/30/08 10/30/08 10/30/08	COMPLETION OF UPDATES TO RMP AQUEOUS AMMONIA SAFETY REVIEW RISK MANAGEMENT CONSULTING SERVICES	1,649.70 1,115.00 325.00	3,089.70
2014736	11/05/08	00870	TRANSCAT INC	279421	10/08/08	PRESSURE MODULE CALIBRATION	119.29	119.29
2015034	11/19/08	00870	TRANSCAT INC	284682	10/30/08	PRESSURE CALIBRATOR HAND PUMP REPAIR	471.39	471.39
2015176	11/26/08	00870	TRANSCAT INC	285217	11/03/08	REPAIR PRESSURE CALIBRATOR HAND PUMP	267.68	267.68
2014939	11/19/08	09365	TRIAD PROPERTIES	Ref002390661	11/18/08	UB Refund Cst #0000086747	32.93	32.93
2015080	11/25/08	09480	TRUE CHAMPIONS INC	Ref002390927	11/24/08	UB Refund Cst #0000142000	690.08	690.08
2015035	11/19/08	03261	TYLER TECHNOLOGIES INC	INV0137530	10/07/08	EDEN SYSTEMS CONSULTING	2,700.00	2,700.00
2015177	11/26/08	00427	UNDERGROUND SERVICE ALERT OF	1020080451	11/01/08	UNDERGROUND TRENCH SERVICE ALERTS	349.50	349.50
2014814	11/12/08	00075	UNION TRIBUNE PUBLISHING CO	0010029392 0010133860	05/08/08 10/17/08	BID ADVERTISING BID ADVERTISING	435.20 323.10	758.30
2015178	11/26/08	00075	UNION TRIBUNE PUBLISHING CO	1017550	11/01/08	JOB POSTING	1,365.57	1,365.57
2014737	11/05/08	08262	UNITED RENTALS NORTHWEST INC	77351761001 77350261001 77351883001 77309050001 77270125001	10/14/08 10/14/08 10/14/08 10/13/08 10/10/08	SPADE BITS CONCRETE CONCRETE CONCRETE CONCRETE	236.25 181.07 177.79 142.28 118.53	855.92
2014815	11/12/08	08262	UNITED RENTALS NORTHWEST INC	77498737001	10/21/08	CONCRETE	177.79	177.79
2015036	11/19/08	08262	UNITED RENTALS NORTHWEST INC	77665927001 77736628001	10/28/08 10/30/08	CONCRETE CONCRETE	139.00 118.53	257.53
2014816	11/12/08	05417	UNITED STATES DEPARTMENT	Ben2390497	11/13/08	PAYROLL DEDUCTION	100.00	100.00

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2015179	11/26/08	05417	UNITED STATES DEPARTMENT	Ben2390911	11/26/08	PAYROLL DEDUCTION	100.00	100.00
2015037	11/19/08	00350	UNITED STATES POSTAL SERVICE	000769	11/17/08	REIMBURSE POSTAGE MACHINE	1,650.00	1,650.00
2015180	11/26/08	07662	UNITEDHEALTHCARE SPECIALTY	000806	11/25/08	BASIC LIFE/AD&D & SUPP LIFE INS	5,150.10	5,150.10
2014817	11/12/08	03212	UNUM LIFE INSURANCE	Ben2390025	10/30/08	LONG TERM DISABILITY	6,602.44	6,602.44
2014940	11/19/08	09397	US BANK	Ref002390694	11/18/08	UB Refund Cst #0000124866	53.58	53.58
2014738	11/05/08	07674	US BANK CORPORATE PAYMENT	000735	10/22/08	DISTRICT PURCHASES	119.66	119.66
2014818	11/12/08	07674	US BANK CORPORATE PAYMENT	000749 000748 000755	10/22/08 10/22/08 10/22/08	DISTRICT EXPENSES DISTRICT EXPENSES DISTRICT EXPENSES	5,230.95 1,215.80 15.99	6,462.74
2015038	11/19/08	07674	US BANK CORPORATE PAYMENT	000782	10/22/08	DISTRICT EXPENSES	5,389.12	5,389.12
2015181	11/26/08	07674	US BANK CORPORATE PAYMENT	000790	10/22/08	DISTRICT EXPENSES	847.22	847.22
2014819	11/12/08	04345	US CONCRETE PRECAST GROUP	0133422IN	10/20/08	READER LIDS FOR 1" BOX	676.67	676.67
2015039	11/19/08	04345	US CONCRETE PRECAST GROUP	0133558IN	10/27/08	1" METER BOX LIDS	4,288.45	4,288.45
2014820	11/12/08	06829	US SECURITY ASSOCIATES INC	336773 310638	10/23/08 09/25/08	AFTER HOURS SECURITY SVCS AFTER HOURS SECURITY SVCS	549.00 110.00	659.00
2014821	11/12/08	09218	VACO LA JOLLA LLC	BILL000000002818 BILL000000002818	10/31/08 10/31/08	TEMPORARY SERVICES - HR DEPT TEMPORARY SERVICES - ADMIN DEPT	1,946.56 571.81	2,518.37
2014822	11/12/08	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2390489	11/13/08	DEFERRED COMP PLAN	6,540.63	6,540.63
2015182	11/26/08	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2390901	11/26/08	DEFERRED COMP PLAN	6,343.63	6,343.63
2015040	11/19/08	03329	VERIZON WIRELESS	0702378264	10/21/08	WIRELESS DATA SERVICES	7,993.15	7,993.15
2014941	11/19/08	09454	VIRGINIA BOYD	Ref002390753	11/18/08	UB Refund Cst #0000139700	24.97	24.97
2015081	11/25/08	09495	WACHOVIA BANK FSB	Ref002390943	11/24/08	UB Refund Cst #0000124926	127.51	127.51
2014942	11/19/08	09414	WASHINGTON MUTUAL	Ref002390711	11/18/08	UB Refund Cst #0000126692	49.24	49.24
2014943	11/19/08	09382	WASHINGTON MUTUAL/LASALLE BANK	Ref002390678	11/18/08	UB Refund Cst #0000121509	38.36	38.36
2015183	11/26/08	00014	WAXIE SANITARY SUPPLY	70954918	11/06/08	JANITORIAL SUPPLIES	2,062.06	2,062.06

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2014739	11/05/08	07780	WEBER SCIENTIFIC	00454905	10/16/08	LABORATORY SUPPLIES	721.22	721.22
2014823	11/12/08	07780	WEBER SCIENTIFIC	00455331	10/22/08	LABORATORY SUPPLIES	190.48	190.48
2014740	11/05/08	00190	WEST PAYMENT CENTER	816986605	10/20/08	LEGAL LIBRARY UPDATES	421.30	421.30
2014741	11/05/08	00125	WESTERN PUMP INC	0070816IN	10/16/08	APCD TESTING	538.00	538.00
2015041	11/19/08	00125	WESTERN PUMP INC	0003090IN	09/30/08	EVR PERMIT PROCESS FEE	3,041.00	3,041.00
2014824	11/12/08	08489	WESTERN WATER WORKS SUPPLY CO	22033400	10/20/08	CHECK VALVES FOR METER SHOP	204.80	204.80
2015184	11/26/08	03692	WESTIN ENGINEERING INC	31870	11/05/08	CIP P1210 - ASSET MANAGEMENT PLAN	11,715.60	11,715.60
2015185	11/26/08	03437	WIENHOFF DRUG TESTING INC	21312	11/01/08	HEALTH EXAMS	255.00	255.00
2014944	11/19/08	09265	WILLIAM ABBOTT	Ref002390679	11/18/08	UB Refund Cst #0000122802	61.11	61.11
2014742	11/05/08	02725	WILLIAMS SCOTSMAN INC	85522982	10/12/08	28' TRAILER RENTAL @ TMNT PLT	304.51	304.51
2014825	11/12/08	02725	WILLIAMS SCOTSMAN INC	85677271	10/18/08	MOBILE OFFICE RENTAL @ TREATMENT PLANT	288.74	288.74
2014945	11/19/08	09419	YOLLY C AGUILAR	Ref002390717	11/18/08	UB Refund Cst #0000126967	53.58	53.58
2014826	11/12/08	09342	YUIMA MUNICIPAL WATER DISTRICT	000747	11/04/08	SEMINAR REGISTRATION FEES	30.00	30.00
2015082	11/25/08	09505	ZULEMA MALDONADO	Ref002390955	11/24/08	UB Refund Cst #0000128019	51.55	51.55
GRAND TOTAL							2,537,006.07	2,537,006.07