

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

WEDNESDAY

July 1, 2009

3:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 4, 2009
5. ACKNOWLEDGEMENT OF OTAY WATER DISTRICT STAFF FOR THEIR VOLUNTEER WORK (MAGANA)
6. 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 CALENDAR

7. 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) APPROVE THE PURCHASE OF A 400 KILOWATT GENERATOR FROM SLOAN ELECTRIC TO PROVIDE FULL EMERGENCY BACK-UP POWER TO THE DISTRICT HEADQUARTERS BUILDING FOR AN AMOUNT NOT-TO-EXCEED \$65,941
 - b) ADOPT RESOLUTION NO. 4139, IDENTIFYING THE GENERAL MANAGER AS THE OFFICIAL AUTHORIZED TO COMMIT THE DISTRICT TO FINANCIAL AND LEGAL OBLIGATIONS ASSOCIATED WITH THE POTENTIAL RECEIPT OF FINANCIAL ASSISTANCE GRANT FUNDING FROM THE UNITED STATES DEPARTMENT OF INTERIOR, BUREAU OF RECLAMATION, FOR THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 WATER MARKETING AND EFFICIENCY GRANTS PROGRAM (CHALLENGE GRANT PROGRAM)

- c) APPROVE THE FINAL SEWER SYSTEM MANGEMENT PLAN (SSMP) TO MEET THE REQUIREMENTS OF THE STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2006-0003
- d) APPROVE AN AGREEMENT FOR JANITORIAL SERVICES FOR THE DISTRICT'S ADMINISTRATIVE AND OPERATIONS FACILITIES WITH PROFESSIONAL MAINTENANCE SYSTEMS FOR AN AMOUNT NOT-TO-EXCEED \$32,100.84; AND, WITH AN OPTION FOR FOUR ANNUAL RENEWALS TO BE APPROVED AT THE GENERAL MANAGER'S DISCRETION
- e) REAFFIRM THAT THE PROPERTY, LISTED AS PARCEL NO. 7 ON THE STAFF REPORT PRESENTED TO THE BOARD ON JULY 2, 2003 AND DECLARED SURPLUS, INCLUDES BOTH APN 640-070-34 AND APN 640-142-08 AND IS SURPLUS TO THE DISTRICT'S NEEDS
- f) ADOPT RESOLUTION NO. 4140 APPROVING THE SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT'S PROPOSED FIRE PROTECTION AND EMERGENCY RESPONSE SERVICES ASSESSMENT AND AUTHORIZING THE GENERAL MANAGER TO VOTE "YES" AND SIGN THE OFFICIAL ASSESSMENT BALLOTS (FOUR BALLOTS) ON BEHALF OF THE DISTRICT
- g) ADOPT RESOLUTION NO. 4138 TO ESTABLISH THE TAX RATE FOR IMPROVEMENT DISTRICT NO. 27 AT \$0.005 FOR FISCAL YEAR 2009-2010
- h) ADOPT RESOLUTION NO. 4142 TO CONTINUE WATER AND SEWER AVAILABILITY CHARGES TO BE COLLECTED THROUGH CUSTOMER PROPERTY TAXES FOR FISCAL YEAR 2009-2010
- i) ADOPT RESOLUTION NO. 4137 ALLOWING FOR THE REIMBURSEMENT OF CERTAIN EXPENDITURES FROM THE PROCEEDS OF THE DISTRICT'S DEBT OBLIGATIONS WHICH IS ANTICIPATED TO BE ISSUED DURING 2010
- j) AUTHORIZE THE GENERAL MANAGER TO NEGOTIATE A CONTRACT NOT-TO-EXCEED \$81,000 WITH HARRELL & COMPANY ADVISORS, LLC TO SERVE AS THE FINANCIAL ADVISOR FOR A DEBT ISSUANCE OF APPROXIMATELY \$41 MILLION IN CERTIFICATES OF PARTICIPATION (COPS), AND THE POTENTIAL REFINANCING OF THE ID 27 GENERAL OBLIGATION BONDS OF APPROXIMATELY \$9 MILLION
- k) REJECT JOEL O. ANINIPOK CLAIM

ACTION ITEMS

8. BOARD

- a) DISCUSSION OF 2009 BOARD MEETING CALENDAR

- b) ADOPT RESOLUTION NO. 4143 TO AMEND POLICY NO. 8, DIRECTORS COMPENSATION, REIMBURSEMENT OF EXPENSES AND GROUP INSURANCE BENEFITS, AND POLICY NO. 34, STAFF TRAVEL AND BUSINESS RELATED EXPENSES POLICY

INFORMATIONAL ITEMS

- 9. THESE ITEMS ARE PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEMS.
 - a) CAPITAL IMPROVEMENT PROGRAM UPDATE REPORT FOR THE THIRD QUARTER OF FISCAL YEAR 2009 (RIPPERGER)
 - b) OVERVIEW OF THE SAN DIEGO COUNTY WATER AUTHORITY WATER SMART TARGET PROGRAM (GRANGER)

REPORTS

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

RECESS TO CLOSED SESSION

- 13. 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) CITY OF BANNING v. JAMES JONES CO., COUNTY OF LOS ANGELES, SUPERIOR COURT, CASE NO. BC 321513

RETURN TO OPEN SESSION

- 14. REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION. THE BOARD MAY ALSO TAKE ACTION ON ANY ITEMS POSTED IN CLOSED SESSION
- 15. 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.

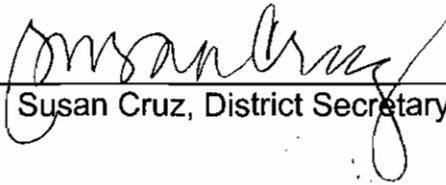
The Agenda, and any attachments containing written information, are available at the District's website at www.otaywater.gov. Written changes to any items to be considered at the open meeting, or to any attachments, will be posted on the District's website. Copies of the Agenda and all attachments are 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 June 26, 2009, 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 June 26, 2009.



Susan Cruz, District Secretary

AGENDA ITEM 4

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT March 4, 2009

1. The meeting was called to order by President Croucher at 3:35 p.m.

2. ROLL CALL

Directors Present: Bonilla (arrived at 3:38 pm), Breitfelder, Croucher, Lopez and Robak

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 Administration Rom Sarno, District Secretary Susan Cruz and others per attached list.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

5. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 13, 2008

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

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

to approve the minutes of the regular board meeting of November 13, 2008.

6. 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.

7. PRESENTATION BY SAN DIEGO COUNTY WATER AUTHORITY (CWA) OF THE WATER SUPPLY OUTLOOK AND ITS IMPACT ON RATES

Mr. Frank Belock, CWA, presented a slide show to explain the outlook of the State's water situation. He noted where Southern California receives its water supplies:

54% of the water supply comes from the Colorado River
28% of the water supply comes from the State Water Project, via the Bay Delta
($\frac{3}{4}$ of the water or 82%, comes from out of the region)
18% is developed locally through rainfall

Mr. Belock indicated that the regulatory restrictions are limiting water imports from Northern California (Bay Delta) and the drought or lack of rain is also limiting our water supply. He stated that it is very likely that California will have a large supply shortage in 2009 which will push water rates higher. He presented a slide showing Lake Oroville (a key State water project reservoir) in June 2005 when it was at 98% of capacity and by November 2008, it was at 29% of capacity. Mr. Belock indicated as of last weekend, Lake Oroville was at 39% of capacity due to rainfall. He acknowledged that while it has increased by 10%, it still had a long way to go.

Mr. Belock continued to explain that due to Judge Wanger's ruling on pumping restriction in the Bay Delta to protect the Delta Smelt approximately one and half years ago (the Delta Smelt is on the endangered species list), water from the State Water Project has been reduced. He indicated that the amount of water received from the Bay Delta will depend on how much rainfall occurs during the year. If it is a very dry year, we can expect to receive, due to the regulatory restrictions, 315,000 AF which is a loss of 24% of normal supply prior to the restrictions; if it is a very wet year, we can expect to receive 1,060,000 AF which is a loss of 43% of normal supply prior to the restrictions. He noted that the reduced supply during the wet years, limits the regions capability to store water for the dry years.

Mr. Belock indicated that, currently, we are under drought watch and CWA has concluded that the region has a 75% chance of a water shortage in 2009. CWA anticipates making a decision in April 2009 on whether it will declare a shortage. Mr. Belock presented a slide showing the 5-year supply outlook (see attached copy of presentation). MWD expects that it will only receive 15% of its normal supply from the State Water Project in 2009. This will provide an 18% supply gap in 2009 between actual supplies and demand. By 2012, desalinated water supplies will become available and it is projected that the gap will be reduced to

6% between actual supplies and demand. These supply gaps will need to be addressed.

It is expected, due to the water shortage, that rates will increase 25-35% in 2009 and another increase would be implemented later in the year or early next year. In 2010 the increase for a single family home will be approximately \$9.50 per month just for the wholesale rate increase (customers will be paying more for less water).

Mr. Belock indicated that the last large drought occurred in 1993 and during that time, CWA was very dependant upon MWD for its water supply (95% in 1991). In 1993, the CWA board decided that it should diversify its supply so it no longer was dependant upon MWD. Its goal for a diversified supply was to reduce water received from MWD to 29% with the remaining supplies provided through: Conservation, 11%; Seawater Desalination, 10%; Recycled Water, 6%; Local Surface Water, 7%; Groundwater, 6%; Canal Lining Transfer, 9%; and IID Transfer, 22%.

He indicated that Otay and its residents can help by:

- Making immediate changes to eliminate water waste
- Taking advantage of conservation rebates
- Visit www.20gallonchallenge.com for ideas
- Adopting a permanent ethic of conservation/efficiency
- Learn about drought ordinances/restrictions put in place by your water agency
- Push state leaders to fix Bay-Delta
- Support expansion of local supply projects, such as, desalination, recycling and groundwater

Director Robak commented on the importance of getting the message out to the public of the necessity to conserve. He indicated that he did not feel that the message to conserve outdoors is very clear and he felt that it should be better emphasized.

Director Breitfelder commented that it is vey unfortunate that there are two events happening at the same time, drought and regulatory restrictions which are expected to be long term. He inquired what the impact would be to water supply should the drought end tomorrow and we return to a normal situation in terms of supply and money. Mr. Belock responded that if the drought ended and California had a miracle March and an awesome April, the regulatory issues would still be left. The region would still have a water supply shortage of 10% to 12% of demand and conservation would not be enough. He indicated that he did not feel that we would go to a Level IV alert, but would be at an alert stage. With regard to rates, monthly residential bills would go up \$9.50 according to MET.

Director Bonilla indicated that we have to expect the worst and hope for the best. He stated that Mr. Belock's presentation makes the water issues we are facing

very clear and he felt that desalination was the best opportunity for the present and future as there is only so much water that can be recycled and fresh water is only available if there is rain.

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:

Director Robak indicated that he wished to pull item 8a from the Consent Calendar.

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

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

to approve the following consent calendar items:

- b) APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH SPIESS CONSTRUCTION FOR THE CONSTRUCTION OF THE 850-4 RESERVOIR PROJECT FOR A DEDUCTIVE AMOUNT NOT TO EXCEED <\$259,778.45>
- c) APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SWEETWATER AUTHORITY, SOUTH BAY EXPRESSWAY, L.P., A CALIFORNIA LIMITED PARTNERSHIP, AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION CONCERNING THE PROCESSING OF THE SERVICE AREA BOUNDARY ADJUSTMENT BETWEEN THE DISTRICT AND SWEETWATER AUTHORITY.
- d) AUTHORIZE THE CREATION OF A NW CIP PROJECT FOR THE RUXTON AVENUE UTILITY RELOCATIONS IN THE AMOUNT OF \$100,000 AND TO REIMBURSE TC CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$25,000 FOR PIPELINE REPAIRS ON THE PROJECT

President Croucher presented consent calendar item 8a for discussion:

- a) APPROVE A ONE-YEAR CONTRACT WITH DIEHL, EVANS & COMPANY, LLP TO SERVE AS THE DISTRICT'S AUDITORS FOR THE FISCAL YEAR ENDING JUNE 30, 2009 WITH AN OPTION FOR FOUR ADDITIONAL 1-YEAR CONTRACTS SUBJECT TO THE BOARD'S REVIEW AND APPROVAL

Finance Manager James Cudlip indicated that this item was presented to the Finance, Administration and Communications Committee and the committee recommended retaining Diehl, Evans & Company, LLP to handle the District's audit for Fiscal Year 2009 with four (4) additional 1-year options subject to the Board's approval. He introduced Mr. Harvey Schroeder of Diehl, Evans & Company, LLP who is the partner in charge of the District's audit.

Mr. Schroeder indicated that his firm has been handling professional services for government agencies since 1950 and has been working with water districts for many years. They have nine (9) partners, approximately 40 staff members and three (3) offices located in Southern California.

Director Robak stated that Diehl, Evans & Company is a very well qualified company and the District feels very comfortable engaging the Company to conduct the District's audit. He inquired what the cost was for the prior year's audit. Finance Manager Cudlip responded that the District spent approximately \$26,700. Director Robak further inquired if the basic scope of work for this year versus past years is similar. Finance Manager Cudlip explained that we are in a different economic situation and the new firm will need to do additional work in their first year to familiarize themselves with the District. He indicated that the new firm will conduct new internal testing to assure the District has not missed any functions or become complacent.

Finance Manager Cudlip indicated that because of the current situation, the Finance, Administration and Communications Committee felt that this was a good time to select a larger firm as it would provide more depth of knowledge and additional resources which is an added value.

Director Robak noted that Diehl, Evans & Company has extensive government background as indicated in the staff report. He inquired what were some of the local agencies that Diehl, Evans & Company has audited. Mr. Schroeder responded that his company has worked for Rancho California, Eastern Municipal Water District, Borrego Water District, Santa Fe Irrigation District and City of Encinitas, as well as quite a few in the Orange County area .

Director Bonilla stated that the Finance, Administration and Communications Committee met with both Diehl, Evans & Company and Ortega & Konrad, LLP. He stated that the committee was impressed with both firms. The committee felt, however, because of current circumstances and the demands of the District, that the most experienced firm would be required for the audit. He stated that money is certainly a factor, however, a larger firm would provide the District the comfort and security in the sense that things will be done properly and on time.

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

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

to approve the one year contract with Diehl, Evans & Company, LLP with four (4) 1-year options subject to the board's review and approval.

ACTION ITEMS

9. ADMINISTRATIVE SERVICES, FINANCE AND INFORMATION TECHNOLOGY
- a) RECEIVE DIRECTION FROM THE BOARD ON THE ONGOING FUNDING OF THE ANNUAL REQUIRED CONTRIBUTION TO CALPERS AND MEDICAL EXPENSE REIMBURSEMENT REQUESTS FROM CALPERS

Chief Financial Officer Beachem indicated that staff is requesting that the board provide direction on whether to continue to:

- Fund the Annual Required Contribution (ARC) to the PERS OPEB trust; and
- Request reimbursements from CalPERS for the District's payment of retiree medical benefits.

Chief Financial Officer Beachem indicated that the Board's prior direction was to fund a PERS Trust with an initial deposit of \$5 million and to fund the ARC on an ongoing basis. He stated that Otay's designated fund currently totals \$4.7 million and covers payments for retiree benefits. This is the fund that receives reimbursements from CalPERS for the payment of the retiree benefits. The District also holds a CalPERS fund which totals \$4.4 million. The total funding set aside by the District for the OPEB liability is approximately \$9.1 million. The total OPEB liability is estimated at \$11.9 million. He stated that the differential of \$2.8 million will continue to be funded by the ARC over the years. Chief Financial Officer Beachem credited the Board for funding the OPEB liability and stated that most agencies did not have the foresight to fund their OPEB liability. This liability is reviewed by credit agencies and stabilizes the District's financial position.

Chief Financial Officer Beachem explained that the ARC is comprised of two components:

- Normal Cost: Current year cost (what is earned by the current employees for their future benefits). Currently, the cost is \$135,000 per year.
- Unfunded: The Contribution needed on an ongoing basis to make up for any lack of funding. This amount will decrease in the future

because the District has placed a large sum of money into the CalPERS trust.

Chief Financial Officer Beachem indicated that annual contributions are required to fully fund the OPEB over a certain period of time, however, they are not truly required. However, it is recommended and is looked at very positively if the District meets this requirement.

Chief Financial Officer Beachem indicated if the District did not request reimbursements from CalPERS for the payment of retiree benefits (indirect transfer), the District, in effect, is funding an additional amount on top of the District's ARC to the CalPERS trust. This is not recommended by staff: He stated that if the District does not request reimbursement for payments for retiree benefits, the District's designated fund will be depleted rapidly and the funds in the CalPERS fund would increase rapidly. The District would, in effect, have less control of its funds. It is recommended that the District continue to retain control of its funds by requesting reimbursements from CalPERS.

Chief Financial Officer Beachem stated that by funding the ARC, the District's credit rating is positively impacted. The District currently has an AA rating from S&P which helps when the District issues debt. Staff is strongly recommending that the District continue to pay the ARC which demonstrates that the District has the foresight and plans to fund the OPEB liability.

Director Breitfelder requested clarification should the District not request reimbursements for retiree medical expenses. He indicated the presentation noted that if reimbursements are not requested, the District's OPEB fund would be depleted by 2013 or by 2016 if reimbursements are requested. He inquired if this would mean that the District would be unfunded after that point. Chief Financial Officer Beachem explained that either by 2013 or 2016 the District would have placed a lot of money into the PERS trust which would then pay the retiree benefits as opposed to the District's designated fund. The District would not be in a bad position either way, the question is, how long the District maintains control of the funds. By requesting reimbursements, it would provide the District more funds over a longer period during a critical time.

Director Breitfelder further inquired if there are any major advantages for not requesting reimbursements or contributing only a portion of the ARC. Chief Financial Officer Beachem indicated that one of the advantages of the trust is that the District cannot access the funds in the trust. However, on the negative side, if the funds are placed in the trust too quickly, the District cannot access the funds temporarily as they are locked into the trust. Chief Financial Officer Beachem further indicated that he did feel the public would view the requests for reimbursements or temporary borrowing of the funds negatively since the Board has been very proactive on this subject.

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

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

to approve staff recommendation to approve the ARC and requesting reimbursements from CalPERS for retiree medical expenses.

10. ENGINEERING AND WATER OPERATIONS

a) APPROVE AN AGREEMENT BETWEEN SWEETWATER AUTHORITY AND OTAY WATER DISTRICT FOR JOINT PARTICIPATION IN THE OTAY RIVER GROUNDWATER DESALINATION FACILITY PROJECT

Engineering Manager Jim Peasley indicated that staff is requesting that the board approve an agreement between Otay and Sweetwater Authority for participation in the Otay River Groundwater Desalination Facility project. He stated that the Otay River overlays the San Diego Formation which is an extensive groundwater basin that runs from across the Mexico border to the San Diego River. Two wells have been installed over the past couple of years. Sweetwater Authority and Otay jointly applied and acquired two (2) grants: 1) CWA grant for \$1.5 million; and 2) Proposition 50 grant for \$242,000. The two grants will pay for half the cost of the project. The agreement stipulates that both Otay and Sweetwater Authority will share equally in the costs, risks and benefits for any potential groundwater supply that is received from the Otay River Desalination Facility. With the approval of this agreement, it will allow Otay to pay for the District's share of the project.

President Croucher stated that the approval of this agreement will allow Otay Water District to move forward with the project. He indicated that additional information will be provided as this project progresses.

Director Breitfelder asked Engineering Manager Peasley to briefly explain the potential water supply from this project. Engineering Manager Peasley explained that USGS is handling the technical engineering work and the project looks very promising. It is estimated that approximately 6000 acre feet will be produced from the desalination facility. He indicated that the production facility should be completed sometime between 2012 and 2014 (most likely closer to 2014). He indicated that if this agreement is approved, a separate agreement for the production facility will be presented to the Board at the time that they are ready to move forward with the facility.

Director Robak asked Engineering Manager Peasley his opinion of City of San Diego's claim for Pueblo Rights.

Engineering Manager Peasley explained that Pueblo Rights goes back to the Mexican Land Grants many years ago. The City of San Diego is claiming that they have acquired those rights. Studies have been done on the Otay River, a portion of the Sweetwater River, and extensively on the San Diego River where

the City is asserting these claims. Whether the claims are valid is still being discussed. General Manager Watton indicated that the City does have Pueblo Rights. However, the Pueblo Rights refer to water that is near the surface (approximately 200 feet in the river systems close to Old Town). The water associated with the Otay River Groundwater Desalination Facility is approximately 1000 to 1500 feet underground and it is clear that it is in a different aquifer/formation. He stated that Sweetwater Authority does not see the claim as an issue. They feel that it is a very small risk and they plan to move forward with the project.

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

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

to approve an agreement with Sweetwater Authority for joint participation in the Otay River Groundwater Desalination Facility project.

11. BOARD

a) DISCUSSION OF THE 2009 BOARD MEETING CALENDAR

No action was taken on the meeting calendar.

President Croucher informed the Board that District Secretary Cruz will check board member availability for a Board Workshop at the end of April.

INFORMATIONAL ITEMS

12. THESE ITEMS ARE PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEMS.

a) REPORT ON DIRECTORS EXPENSES FOR THE 2ND QUARTER OF FISCAL YEAR 2009

General Manger Watton indicated that this item was presented to the Finance, Administration and Communications Committee and during the discussion, Director Bonilla had requested that a chart be presented showing the trend for per-diems over the past years. A chart was presented showing the per-diem activity from 1999 to present. Director Croucher indicated that this is key in showing the board the change with regard to per diem reimbursements and how they have been reduced from over \$100,000 annually in 1999 to under \$30,000 today. Director Croucher indicated that the District is within the top five (5) in the County for low per-diem reimbursement requests.

b) FISCAL YEAR 2009 2ND QUARTER CIP UPDATE REPORT

Engineering Manager, Ron Ripperger, presented the Fiscal Year 2009 second Quarter CIP update which highlights the status of CIP expenditures, significant issues and progress milestones on major projects.

He noted that the Fiscal Year 2009 CIP consists of 66 projects totaling \$31 million. He indicated that the District's CIP is broken down into four categories:

He stated that overall expenditures through the second quarter of Fiscal Year 2009 totaled approximately \$8.2 million, which is 27% of the District's target expenditure through the second quarter. He stated the forecast for the entire fiscal year is \$23.6 million or 77% of budgeted expenditures. He stated that the decrease in projected expenditures is due primarily to a delay in the 36-inch Pipeline Project. He noted that construction change orders are at -.63%.

He presented a slide depicting a map showing the District's major CIP projects, their status and their location within the District's service area. He stated, of the seventeen projects in FY09, three are in the planning stage, one is in design, twelve are in construction and one has been completed. He reviewed the status of the District's flagship projects which included the 850-4 Reservoir, 640-1&2 Reservoirs, 36-inch Pipeline from FCF No. 14, Calavo Sewer Lift, Material Storage Bins & Cover and 450-1 Reservoir Disinfection Facility.

Engineering Manager Ripperger presented slides which provide the status of the various consultant contracts for construction services, design, environmental, planning, public services and water resources. He also presented slides providing a listing of all CIP projects planned for Fiscal Year 2009 and the status of each.

President Croucher indicated that one of the items discussed by the Engineering, Operations and Water Resources Committee is when the District completes a project, that it leave the construction site in better condition than when the District arrived so that we do not inconvenience the neighbors.

Director Bonilla indicated, as the District is now preparing the FY 2010 budget, he would like to discuss the CIP budget preparation at the Board Workshop. He indicated that due to current economic conditions, he would like to see emphasis placed on scrutinizing each of the capital projects to determine if they really must be built in FY 2010 or can be delayed. He indicated that the District must identify what resources will be needed to support operations in the next fiscal year and he would like to see a review of the CIP.

Director Robak inquired with regard to the consultant contracts listing, if one of the two Lee & Ro contracts is for the 36-inch pipeline. Engineering Manager Ripperger indicated that Lee & Ro has two *As-Needed Engineering Design Services* contracts with the District. In addition to these contracts, they were also awarded the 36-inch Pipeline contract. They have three (3) total contracts with the District, but one of the *As-Needed* contracts will be closing out soon so they will have two (2) active contracts. Director Robak also inquired how the District was doing in terms of completing the 36-inch Project on time to avoid the CWA penalties. It was discussed that once a construction contract for the project is awarded, a construction schedule will be developed and based on the schedule staff will meet with CWA to discuss.

REPORTS

13. GENERAL MANAGER'S REPORT

a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

General Manager Watton indicated that rates and supplies are currently dominating discussions at CWA as presented earlier by Mr. Frank Belock of CWA. He stated that there was also a discussion concerning MWD's rates and staff expects that additional information will be available for presentation to the Finance, Administration and Communications Committee later this month.

General Manager Watton also shared from his General Manager's Report that staff expects to receive the CalTrans permit for the 36-inch Pipeline project on April 2 or on the following Monday.

He indicated that the District has changed the restroom fixtures to low flush toilets and waterless urinals. He indicated that he felt the fixtures are something that the District can endorse. He also noted that the CWA will also be changing their bathroom fixtures.

He stated that letters are being sent to the District's highest water users to help them reduce the amount of water used at their properties. He indicated that approximately 2,000 letters have been forwarded to customers.

General Manager Watton indicated that the District has two interns, paid through CWA, working on the Smart Target Program. This program is an on-line tool to assist customers in monitoring their landscape water use and encourage conservation. The program is mainly for larger users.

He also indicated, as a goal in the District's strategic plan, staff is beginning the first portion of the AWWA Peer Review process. The District will conduct a self-assessment and compare the findings with other agencies who have also taken the assessment. If all works well with the self-assessment, staff may move forward with a peer review where four or five members of other water agencies visit the District and performs an assessment. The District's staff may also

participate in peer reviews at other agencies which provides an opportunity to see and learn what other agencies are doing and possibly make enhancements at the District.

He indicated that the City of Chula Vista is one of the District's largest users of potable and recycled water for opens space and parks and staff is working with the City to help them moderate their water use so they may mitigate water cost.

General Manager Watton was pleased to announce that the Finance Department was awarded, for the fifth consecutive year, the Government Finance Officers Association's "Distinguished Budget Presentation Award" (GFOA).

He indicated that the District received a letter from Congressman Bob Filner informing the District that his office was able to get additional funding allocated into the United States Bureau of Reclamation (USBR) Title XVI Program. The District will receive about 50% of the funding as it is one of the few agencies that has been able to complete recycled projects which makes it eligible for the grants. The District has received approximately \$520,000, thus far, and expects to receive another \$1.72 million.

General Manager Watton continued by updating the Board on a shutdown that occurred in January in conjunction with CWA. He indicated that the shutdown went smoothly. He indicated that the District was ready to notify customers if needed, however, it was not needed. He stated that it is gratifying to know that the District can get through an aqueduct shutdown without notifying customers due to the way it operates its systems. He noted that flows to Mexico were temporarily discontinued due to the aqueduct shutdown.

He lastly shared that customer potable water use is down approximately 5% compared to last year. He stated that the District expects a 16% allocation cutback from the County Water Authority and the District has requested that customers cutback 10%, but they have only been able to achieve 5%. He stated that this shows how difficult the cutback is to achieve. General Manager Watton emphasized that the District is going to have to work with customers to achieve the additional 11% cut in order to meet the 16% cutback requirement. He indicated that he feels confident that the District will be able to achieve the 16% cutback by going to a Level 2 drought pricing rate increase. He stated that the District will be receiving a more complete report on the District's allocation from CWA sometime in April or May.

Director Croucher inquired when the District went online with the reclaimed water from City of San Diego's South Bay Water Reclamation Plant. It was indicated that it was May 18, 2007.

14. DIRECTORS' REPORTS/REQUESTS

Director Breiffelder indicated that he had an opportunity to speak to the Military Officers Association (MOA) about the water situation. He commented that the audience members repeatedly came back to the question of why the government

(cities/agencies) continues to approve new developments when the State does not have enough water supplies to accommodate the current population. He stated that this group was not acquainted with the term "100% offset," but once they understood the term, they were very supportive of the concept. Director Breitfelder also shared that at a community neighborhood organization meeting, PTO, San Diego Mayor, Jerry Sanders, was the guest speaker and he had received very similar feedback from a very different group.

Director Bonilla indicated that Director Lopez, General Manager Watton, General Counsel Calderon and he met with Congressman Filner to discuss the desalination project, international issues related to the project and ask for his support. Director Bonilla stated that Congressman Filner believes that this is a very positive and constructive project that will help the community.

Director Lopez indicated that he is pleased to be reappointed and involved in the Finance, Administration and Communications Committee and that he supports looking at all possible projects that can assist in maintaining water quality and rates.

Director Robak commended the Finance, Administration and Communications Committee and the good job they are doing. Director Robak referred to the letter from Congressman Filner and inquired if the "San Diego Reclamation project" and whether this referred to the City of San Diego. General Manager Watton stated that it refers to the region. Director Robak stated that he is looking forward to seeing what the outcome will be with the Peer Review report.

Director Robak spoke at a Rancho San Diego-Jamul Chamber of Commerce meeting along with Public Communications Officer Armando Buelna to provide an update on the drought situation. He indicated that the presentation he provided was reported in the East County Gazette.

Director Robak also indicated that he was re-elected for the fourth year as President of the Water Conservation Garden. He stated that one of the things they are doing at the Water Conservation Garden is to increase awareness of the water cutbacks, rate increases and the critical need to conserve.

15. PRESIDENT'S REPORT

President Croucher stated that the District is focused on the right areas: rates, supplies and conservation. He also commented that the District's relationship with elected officials, such as Congressman Filner, has helped to get more monies allocated for grants by the USBR. The fact that the Otay has shovel ready projects has help it acquire these grant monies for its recycled water projects.

President Croucher also noted that the Bay-Delta smelt has been placed back on the endangered species list. Due to this, it will be more difficult to receive water from the Delta.

RECESS TO CLOSED SESSION

16. CLOSED SESSION

The board recessed into closed session at 5:01 p.m. to discuss the following matters:

- a) CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
[GOVERNMENT CODE §54956.9(a)]
 - (1) 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

- b) CONFERENCE WITH REAL PROPERTY NEGOTIATORS
[GOVERNMENT CODE §54956.9]

PROPERTY: 2500 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CA 91978 (APN NO. 505-230-52-00)

AGENCY NEGOTIATORS: MARK WATTON AND STEVE DOBRAWA

NEGOTIATING PARTIES: RANCHO SAN DIEGO INDUSTRIAL CENTER, LLC, MIKE COLARUSSO

UNDER NEGOTIATIONS: PRICE AND TERMS OF PURCHASE

RETURN TO OPEN SESSION

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

The board reconvened at 5:33 p.m. General Counsel Yuri Calderon indicated that the board took two reportable actions in closed session:

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

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

to proceed with the acquisition of property identified in the agenda and authorize the General Manager to open an escrow with respect to the property.

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

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

to accept the tort claim filed by RBF to the extent that the District will provide a defense in the matter, but deny the tort claim with respect to the indemnification for damages.

General Counsel Calderon indicated that he would prepare the letters in response to the tort claim. There were no other reportable actions taken in closed session.

18. ADJOURNMENT

With no further business to come before the Board, President Croucher adjourned the meeting at 5:35 p.m.

President

ATTEST:

District Secretary



AGENDA ITEM 7a

STAFF REPORT

TYPE MEETING:	Regular Board	BOARD MEETING DATE:	July 1, 2009
SUBMITTED BY:	Gary Stalker, System Operations Manager	W.O./G.F. NO:	<i>G. Stalker</i> DIV. NO. 5
APPROVED BY: (Chief)	Pedro Porras, Chief of Water Operations		<i>P. Porras</i>
APPROVED BY: (Asst. GM):	Manny Magaña, Assistant General Manager, Engineering and Water Operations		<i>M. Magaña</i>
SUBJECT:	Approval of Generator Purchase for the District Headquarters Building		

GENERAL MANAGER'S RECOMMENDATION:

That the Board approve the purchase of a 400 kilowatt (KW) generator from Sloan Electric to provide full emergency back-up power to the District Headquarters Building.

COMMITTEE ACTION: _____

Please see attachment A.

PURPOSE:

To provide a reliable source of backup power that meets the full power demands of the District Headquarters by replacing the existing 200 KW generator with a 400 KW generator. The 200 KW generator will then replace the existing 175 KW generator at the Operations Center to provide backup power for the Operations Center and EOC. The 175 KW generator will become surplus. It is 29 years old and can no longer be permitted for use in California.

ANALYSIS:

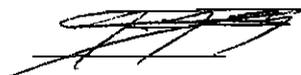
The existing 200 KW generator was large enough to meet the backup power demands of District Headquarters when it was installed in 2003; however, the increased power demands from the expansion of the IT Data Center, a new air conditioning system, and the increase in the number of offices and cubicles have resulted in the generator being undersized. The existing generator can power the essential business processes, but not the main air conditioning system in the building or other non-critical power needs. The proposed 400 KW generator will meet all existing power demands and will also allow for more than 30 percent expansion above exiting demands.

There was \$80,000 dollars budgeted in the CIP capital purchase budget in fiscal year 2009 for the purchase of a new generator for the Headquarters Building; however, due to price increases being larger than anticipated, this amount was insufficient for a new generator. Staff could not locate a used generator that the Air Pollution Control District (APCD) would permit to purchase in fiscal year 2009.

Staff budgeted \$120,000 for a generator in the CIP capital purchase budget for fiscal year 2010. In May, 2009 staff was notified of a used 400 KW generator from Sloan Electric for sale for \$65,941. The used generator was built in 2001 and only has 120 hours of run time on it. Staff verified that APCD would permit this generator. Staff also received bids for new 400 KW generators from Sloan Electric and Chick's Electric for \$111,686 and \$141,241, respectively. A third company, Union Electric, was contacted but failed to submit a bid. Sloan Electric will provide a standard one-year warranty on the used generator, which is the same as a new generator.

Staff is recommending purchasing the used 400 KW generator from Sloan Electric. It is substantially cheaper than a new generator, has low operating hours, comes with a standard one-year warranty, and staff has verified that APCD will permit it.

FISCAL IMPACT:



There is \$120,000 in the fiscal year 2010 budget for this purchase. This amount will be more than sufficient for the purchase, permitting, and installation of the 400 KW generator and to relocate the existing 200 KW generator to the Operations Center.

STRATEGIC GOAL:

This contract supports the Strategic Goals to "Improve the efficiency of business processes" and "Optimize disaster preparedness."

LEGAL IMPACT:

None


General Manager

Attachment A: Committee Action Form



ATTACHMENT A

SUBJECT/PROJECT:	Approval of Generator Purchase for the District Headquarters Building
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COMMITTEE ACTION:

This item was reviewed by the Engineering, Operations and Water Resources Committee at a meeting held on June 12, 2009. The following comments were made:

- Staff indicated that the purchase of the 400 KW generator would provide a reliable source of back-up power for the District Headquarters. The generator would be utilized during power failures to avoid disruption of the District's operations, and would also allow for a 30% expansion above existing demands.
- Staff indicated that the existing 200 KW back-up generator currently used by District Headquarters is undersized due to increased power demands from the new IT Data Center and air conditioning system, as well as the expansion in the number of offices, cubicles, and computers.
- Staff had originally budgeted \$80,000 in FY 2009 for a new generator. However, due to larger than expected price increases, the monies budgeted was insufficient to cover the price of a new generator. Staff also searched for a used generator, but could not locate a generator that met the standards of the Air Pollution Control District (APCD).
- \$120,000 was allocated in the CIP capital purchase budget for FY 2010, and a used 400 KW generator was located from Sloan Electric at a cost of \$65,941. The committee noted the cost benefit of purchasing the 400 KW generator.
- It was indicated by staff that the District Headquarters' 200 KW back-up generator would be transferred to the Operations Center and EOC to replace their existing 175 KW

back-up generator that is 29 years old and does not meet new APCD requirements for use in California.

- The committee inquired where the 400 KW generator was located and how many hours of run time it had used. Staff indicated that the generator is currently located in Bakersfield, California and that it has 120 hours of run time.
- The committee inquired if documents of the generator's maintenance history would be included in the purchase, and requested staff to provide a brief maintenance history of the generator. Staff indicated that the generator was built in 2001 and was only utilized as a back-up power source for a school. Staff confirmed that parts are available to purchase for maintenance, noted that the used generator is comparable to a new generator, and that Sloan Electric will provide a thorough tune-up and a 1-year warranty (similar to the warranty for a new generator). According to the generator service company contracted by the college, the maintenance schedule for the generator did not call for maintenance within the first 120 hours of run-time, so there are no maintenance records. The generator did operate an average of three hours per month while in service.
- The committee inquired about the remaining useful life of the recommended used generator compared to a new one. Staff explained that generator run time is the basis for determining the life expectancy of a generator, and that most generators will usually provide 10,000 hours of service between engine overhauls. Staff has confirmed the proposed generator requires complete overhauls every 10,000 hours and cylinder head replacements every 5,000 hours. The APCD permit allows the District to operate the generator for 50 hours per year for maintenance in addition to emergency use. Therefore, the run hours remaining will provide useful life in excess of the projected replacement life of 30 years to the District.
- Staff indicated that the 400 KW generator is manufactured by a highly reputable company (MQ Power), with a Volvo engine which are considered to be one of the best in the industry.

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:	July 1, 2009
SUBMITTED BY:	James Peasley <i>J.P.</i> Engineering Manager	PROJECT NO.:	R2094- DIV.NO. ALL 001101
APPROVED BY: (Chief):	Rod Posada <i>R. Posada</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>Manny Magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Adopt Resolution No. 4139 - United States Department of Interior, Bureau of Reclamation Challenge Grant Program Application Requirement		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) adopt Resolution No. 4139, identifying the General Manager as the official authorized to commit the District to financial and legal obligations associated with the potential receipt of financial assistance grant funding from the United States Department of Interior, Bureau of Reclamation, (USBR), for the American Recovery and Reinvestment Act of 2009 Water Marketing and Efficiency Grants Program (Challenge Grant Program).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To adopt Resolution No. 4139 by the District's Board, which is a Challenge Grant Program application requirement.

ANALYSIS:

The USBR has grant money available through the American Recovery and Reinvestment Act of 2009, entitled the Challenge Grant Program. The USBR has established a competitive process for the Challenge Grant Program with the intent to provide funding for on-the-ground construction projects that will create water markets and make more efficient use of existing water supplies.

The USBR requires, as a requirement of the Challenge Grant Program application process, that the governing body (i.e., District) filing an application for a grant adopt a resolution to:

- Identify the official (i.e., General Manager) with legal authority to enter into a cooperative grant agreement.
- That the District supports submission of a grant application.
- That the District has the capability to provide the amount of matching funds required.
- That the District will work with USBR to meet established deadlines for entering into a cooperative grant agreement.

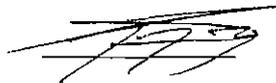
The District's grant application is for a planned project to convert selected existing multi-family dwellings using relatively large volumes of potable water for landscape irrigation to use recycled water in-lieu.

As part of the Fiscal Year 2010 Capital Improvement Program (CIP), a project entitled Potable Irrigation Meters to Recycled Water Conversions was developed (i.e., CIP Project Number R2094). By converting relatively high use potable irrigation accounts to use recycled water, conservatively 300 acre-feet of potable water a year is expected to be saved. As a condition of a cooperative grant agreement all projects must be completed by September 30, 2011.

The Challenge Grant Program has a cost match requirement. The USBR share of a proposed project shall not exceed 50% of the total project cost. The minimum grant award amount is \$1,000,000.

If the District is awarded a grant under the USBR Challenge Grant Program, staff plans in the future to bring to the Board for consideration and request authorization for the General Manager to enter into a cooperative grant agreement with USBR.

FISCAL IMPACT:



The total budget for CIP Project No. R2094, Potable Irrigation Meters to Recycled Water Conversions, as part of the approved FY 2010 CIP budget, is \$2,000,000. There are no expenditures to date, for expenditures are authorized to occur on or after July 1, 2009. It is anticipated that total expenditures, plus outstanding commitments and estimated staff time, will total \$2,000,000. Based on a review of the budget, staff has determined the budget is deemed sufficient to support the project.

Finance has determined that 40% of the funding will be available from the Expansion Fund and 60% of the funding will available from the Betterment Fund.

The District is seeking the maximum match amount of 50% or \$1,000,000 from the USBR Challenge Grant Program.

STRATEGIC GOAL:

Adoption of Resolution No. 4139, as a requirement of the application process for a potential funding cooperative grant agreement with the USBR, supports the District's Mission Statement, "To provide the best quality of water and wastewater service to the customers of the Otay Water District, in a professional, effective, and efficient manner" and the Otay strategic goal, in planning for infrastructure and supply to meet current and future potable water demands.

LEGAL IMPACT:

None.


General Manager

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JP/RP:jf

Attachment: Attachment A



ATTACHMENT A

PROJECT No: R2094-001101	SUBJECT: Adopt Resolution No. 4139 - United States Department of Interior, Bureau of Reclamation Challenge Grant Program Application Requirement
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COMMITTEE ACTION:

This item was reviewed by the Engineering, Operations and Water Resource Committee at a meeting held on June 12, 2009. The following comments were made:

- Staff indicated that the District has an opportunity to apply for a financial assistance grant (up to \$1,000,000) sponsored by the USBR's Challenge Grant Program.
- It was indicated by staff that the grant would be used to fund the District's Fiscal Year 2010 CIP planned project entitled "Potable Irrigation Meters to Recycled Water Conversions" (CIP Project Number R2094).
- As a requirement by the USBR Challenge Grant Program, staff is requesting approval to adopt Resolution No. 4139 to identify the District's General Manager as the official with legal authority to enter into a potential cooperative grant agreement for receipt of financial assistance under the Challenge Grant Program.
- The committee inquired about the cost of CIP Project Number R2094, Potable Irrigation Meters to Recycled Water Conversions. Staff indicated that the cost for the planned project is \$2,000,000.
- Staff indicated that USBR's Challenge Grant Program would provide a cost match of up to 50% of the project's expenses, with a condition that the project is completed by September 30, 2011. The committee noted that the District could receive up to \$1,000,000 in savings for the planned project, if the District is awarded the grant.

- The committee inquired if the Board should personally communicate with federal officials (i.e. Congressman Bob Filner) to help staff reach their goal to obtain the grant. Staff indicated that the Board would not have to personally be involved with the grant request process, but would be given an update by staff as needed. Approval of Resolution No. 4139 would authorize the General Manager to take full responsibility of processing the grant request and to delegate follow-up procedures (i.e. tracking status of the grant and communicating with federal officials) to staff, if necessary. As staff moves forward with the application and process, there may be communication with federal officials that the board members can facilitate.

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



AGENDA ITEM 7c

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Bob Kennedy <i>B.K.</i> Associate Civil Engineer	PROJECT/ SUBPROJECT:	P1210- DIV. NO. 025000 3,4,5
	Ron Ripperger <i>m</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>R. Posada</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>m magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Approval of Otay Water District Sewer System Management Plan		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board approve the final Sewer System Management Plan (SSMP). See Exhibit A for the District's existing Sewer Improvement District Boundaries and Collection System.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board approval of the final SSMP (Attachment B) to meet the requirements of the State Water Resources Control Board (SWRCB) per Order No. 2006-0003.

ANALYSIS:

On May 2, 2006, the State Water Resources Control Board (State Board) issued Order No. 2006-0003, the Statewide General Waste Discharge Requirements (WDRs) for sanitary sewer systems. Along with this order, the California Regional Water Quality Control Board for the San Diego Region (Regional Board) issued Order No. R9-2007-0005, "Waste Discharge Requirements for Sewage Collection Agencies in the San Diego Region." Both orders require that the District prepare a system-specific SSMP in accordance with State and Regional requirements.

To initiate this SSMP process, staff presented the list of the required eleven (11) sections that comprise the SSMP and a schedule to complete them to the District's Board at the November 7, 2007 meeting. The State Board required that the Board approve the initial two (2) sections of the SSMP, the full list of sections, and the schedule to complete the SSMP, by that date. The Board approved them and staff certified them with the State Board on November 8, 2007. The schedule, along with the various sections of the SSMP mandated by the Regional Board, is included in the attached SSMP, Section I. The remaining nine (9) sections, completed since November 2007, and the final SSMP document, need to be approved by the Board and certified by staff with the State before August 2, 2009.

The WDRs are the regulatory mechanism that apply to all agencies that own or operate sanitary sewer collection systems greater than one-mile in length that collect and/or convey untreated or partially treated wastewater to a publicly owned treatment facility. The ultimate goal of the WDRs is to reduce the frequency and volume of sanitary sewer overflows (SSOs) by requiring districts, sewer agencies, cities, and other entities to properly operate, maintain, and manage their wastewater collection systems.

The SSMP is a comprehensive plan that documents how all components regarding operation and maintenance are to be accomplished on a regular basis. This includes design parameters for facilities, response to emergency situations, and a variety of critical functions that evaluate, monitor, and audit the sewer system. Finally, the final key component of the plan is how does staff communicate with regulatory agencies and our customers to inform when needed and how does the District gather feedback to improve the system components.

FISCAL IMPACT:



None.

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," and the District's Strategic Goals, "To satisfy current and future water needs for potable, recycled, and wastewater services."

LEGAL IMPACT:

None.


General Manager

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Attachments: Attachment A
Attachment B
Exhibit A



ATTACHMENT A

SUBJECT/PROJECT: P1210-025000	Approval of Otay Water District Sewer System Management Plan
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COMMITTEE ACTION:

This item was reviewed by the Engineering, Operations and Water Resources Committee at a meeting held on June 12, 2009. The following comments were made:

- Staff indicated that the development and implementation of the District's SSMP is mandated by the State Water Resources Control Board (Order No. 2006-0003) "Statewide General Waste Discharge Requirements" (WDRs) and the California Regional Water Quality Control Board (Order No. R9-2007-0005) "Waste Discharge Requirements for Sewage Collection Agencies in the San Diego Region." The SSMP must be available at the District or on-line and must be approved by the governing board.
- Staff indicated that on November 7, 2007, the Board approved: 1) the full list of the required eleven sections that comprise the SSMP; 2) initial two sections (State Board requirement) from the list of eleven sections; and 3) the schedule to complete the SSMP.
- Since two (2) sections of the full list were approved by the Board on November 7, 2007, staff is requesting that the remaining nine (9) sections be approved by the Board at the July 1, 2009 meeting, along with the final SSMP document.
- Staff indicated that the District's SSMP must be certified with the State prior to August 2, 2009.
- Staff indicated that the new regulations require the District to monitor sewer systems more and requires that the District CCTV (Closed-Circuit Television) its systems. Staff noted that approximately 20% of the District's system has been CCTV'd and that the remaining costs to complete the CCTV will be budgeted for in the Operating Budget over the next 5 years.

- The SSMP documents how the District plans to operate and maintain its sewer system. It includes design parameters, response plans for emergency situations, and a variety of critical functions that evaluates, monitors, and audits the District's sewer system.
- The SSMP also includes how staff communicates with regulatory agencies and customers in order to gather feedback and improve the system components.
- The committee inquired who were Otay WD's major sewer/wastewater customers. Staff indicated that the major users were businesses in the Rancho San Diego Shopping Center and the Vons center.

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



ATTACHMENT B

SUBJECT/PROJECT: P1210-025000	Approval of Otay Water District Sewer System Management Plan
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SEWER SYSTEM MANAGEMENT PLAN (SSMP) :

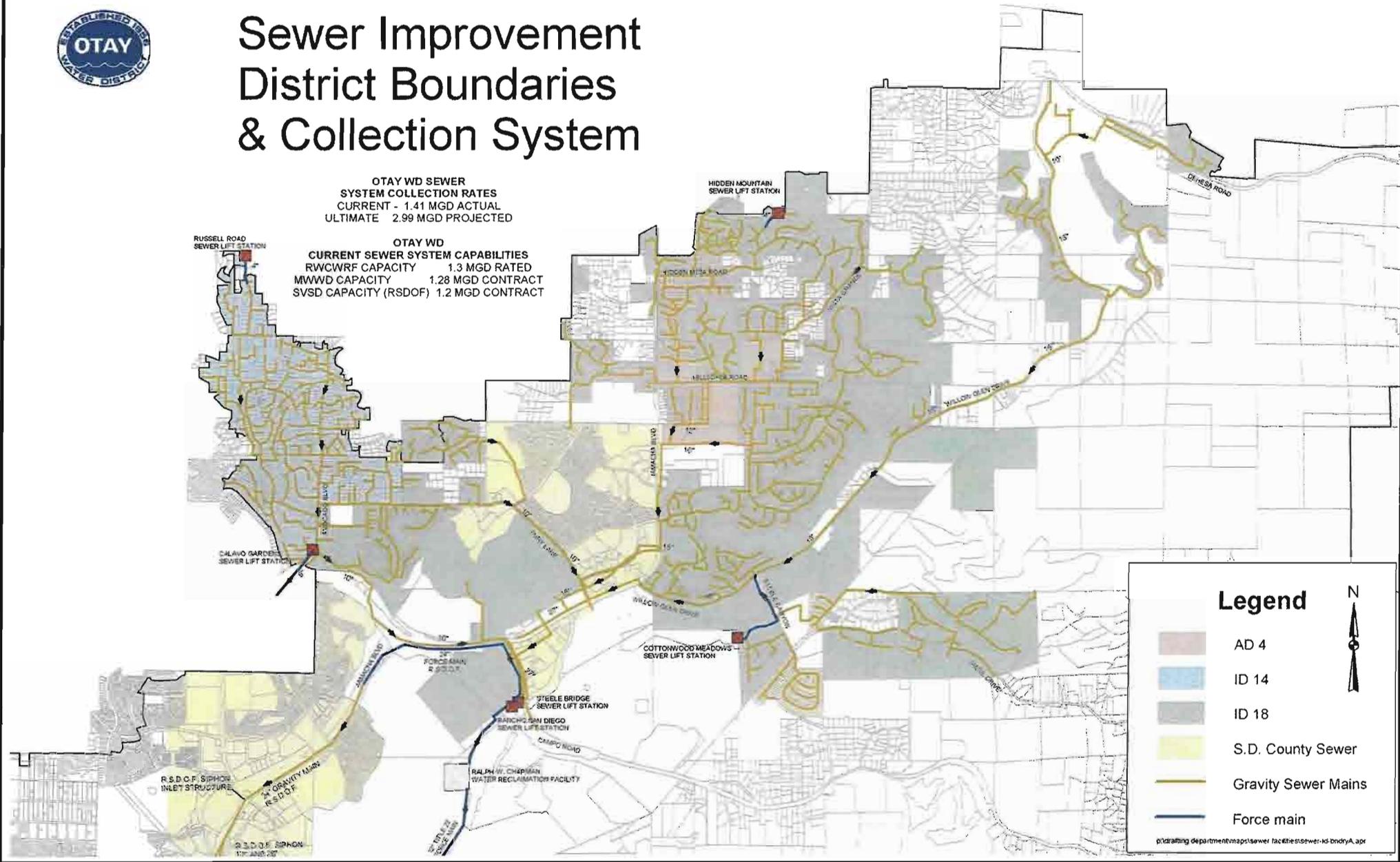
SEE ATTACHED BINDER.



Sewer Improvement District Boundaries & Collection System

OTAY WD SEWER SYSTEM COLLECTION RATES
 CURRENT - 1.41 MGD ACTUAL
 ULTIMATE 2.99 MGD PROJECTED

OTAY WD CURRENT SEWER SYSTEM CAPABILITIES
 RWCWRF CAPACITY 1.3 MGD RATED
 MWWWD CAPACITY 1.28 MGD CONTRACT
 SVSD CAPACITY (RSDOF) 1.2 MGD CONTRACT



Legend

- AD 4
- ID 14
- ID 18
- S.D. County Sewer
- Gravity Sewer Mains
- Force main

N

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EXHIBIT A



AGENDA ITEM 7d

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Stephen Dobra, <i>Alan</i> Purchasing and Facilities Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Rom Sarno, Chief, Administrative Services <i>R</i>		
APPROVED BY: (Asst. GM):	German Alvarez, <i>GA</i> Assistant General Manager, Finance and Administration		
SUBJECT:	AUTHORIZE AN AGREEMENT FOR JANITORIAL SERVICES WITH PROFESSIONAL MAINTENANCE SYSTEMS		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to:

1. Execute a one-year agreement with four optional annual renewals with Professional Maintenance Systems (PMS), 4912 Naples Street, San Diego, CA 92110 in the amount of \$2,675.07 per month (\$32,100.84 annual) for janitorial services for the District's Administrative and Operation facilities, and
2. Authorize the General Manager to approve, at his discretion, four annual option year renewals.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To provide bid results and obtain authorization to execute a one year janitorial service agreement with four optional annual renewals to Professional Maintenance Systems, 4912 Naples Street, San Diego, CA 92110.

ANALYSIS:

On July 10, 2007 the Board approved a three-year agreement with Pacific Building Maintenance (PBM) for janitorial services for the District's Administrative and Operation facilities.

On March 31, 2009, the District exercised its option to terminate the agreement without cause. Due to business reasons, PBM was unable to provide the resources necessary to perform to the District's required level of service. The decision to terminate service was mutual and was made after extensive discussions with PBM.

In accordance with District's purchasing requirements, bids were solicited for janitorial services for the District's Administrative and Operation facilities. A notice soliciting bids was published, provided to the Contracting Opportunities Center, and published on the District's web page.

On May 20, 2009, a mandatory pre-bid walk through was conducted and six firms attended. On May 28, 2009, the District received six bids as follows:

Bidder	Monthly Bid	Annual Bid
Professional Maintenance Systems	\$ 2,675.07	\$ 32,100.84
ISS Facilities Services	\$ 2,706.00	\$ 32,472.00
Priority Building Services	\$ 3,037.00	\$ 36,444.00
Jani-King of California	\$ 4,146.00	\$ 49,752.00
Varsity Contractors	\$ 4,148.94	\$ 49,787.28
Jani-King (San Diego)	\$ 4,200.00	\$ 50,400.00

The District has checked references for the apparent low bidder, Professional Maintenance Systems (PMS), and all responses are positive. Currently PMS is providing services for Helix Water District, Mission Valley YMCA, San Diego Charger Training Camp, Geico Insurance, and Science Applications International Corporation.

On June 10, 2009, PMS was interviewed and the District is satisfied that PMS has the resources necessary to successfully perform under the agreement.

Annual price adjustment for the four optional annual renewals will be tied to the San Diego Consumer Price Index for the previous year.

As a condition of the agreement, PMS will be required to conduct preliminary and annual background checks and bond employees assigned to perform work for the District. Consistent with the District's multi-year agreements, should PMS fail to perform as required, the District will have the ability to terminate the agreement at any time for cause or decline annual renewal.

It is recommended that the Board authorize an agreement with Professional Maintenance Systems, 4912 Naples Street, San Diego, CA 92110, in the amount of \$2,675.07 per month to cover the cost of janitorial service.

FISCAL IMPACT: 

The FY-2010 operating budget for identified and as-needed janitorial services is \$65,000.00.

There are sufficient funds in the FY-2010 operating budget to cover the \$32,100.84 cost for Year 1 of the proposed agreement.

At the time the FY 2010 budget was developed, staff anticipated expenditure for this contract would be \$48,000.00. The difference between the actual and budgeted expenses of \$15,899.16 will be retained as a contingency to cover increased cost associated with month-to-month service should the contract be terminated prior to the end of Year 1. Should the vendor perform as required, the FY 2011 Operating Budget for the contract will be reduced to the Year-2 amount.

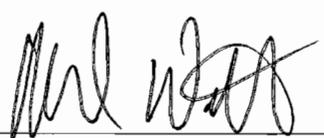
STRATEGIC GOAL:

The proposed agreement supports the District's strategy of:

- Business Efficiency

LEGAL IMPACT: _____

None.



General Manager

Attachments: "A" Committee Action Report

ATTACHMENT A

SUBJECT/PROJECT:	AWARD OF CONTRACT FOR JANITORIAL SERVICES TO PROFESSIONAL MAINTENANCE SYSTEMS
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- Staff indicated that approximately one and half years ago the board had selected a vendor for janitorial services. On March 31, 2009, after extensive discussions with this vendor, the District exercised its option to terminate their agreement and gave notice to the vendor of the termination. Due to business reasons, the vendor was unable to provide the resources necessary to perform at the District's required level of service. The decision to terminate the agreement was mutual.
- Staff solicited bids for janitorial services for the District's Administrative and Operations facilities and received six (6) bids. References were checked for the apparent low bidder, Professional Maintenance Systems (PMS), and the references received were all very positive. Staff then interviewed PMS and it was felt that they have the resources necessary to successfully perform under the agreement.
- PMS has been in business for 20 years and has been managed by the current owner for 15 years. They have been able to perform on all their contracts.
- Staff recommends that PMS be awarded the janitorial services contract for \$2,675.07 per month for one (1) year with an option to renew the contract for four (4) optional years at the General Manager's discretion. The increases for each optional year will be tied to the Consumer Price Index for the previous year.
- It was discussed that the additional optional years have been done in the past and it provides efficiency to the District as the contract does not require presentation to the board each year for renewal.

- It was indicated that PMS holds an Honesty Bond for \$100,000 per individual per incident. It was also noted that PMS will not change their employees working at the District offices unless they contact the District and clear the employee.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.



AGENDA ITEM 7e

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Stephen Dobrawa,  Purchasing and Facilities Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Rom Sarno, Chief, Administrative Services 		
APPROVED BY: (Asst. GM):	German Alvarez,  Assistant General Manager, Finance and Administration		
SUBJECT:	CLARIFICATION OF PROPERTY DESCRIPTION AND REAFFIRMATION AS SURPLUS		

GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors find and reaffirm that the parcel listed as Parcel #7 on the staff report presented to this Board on July 2, 2003, and declared surplus at that time, is the parcel described and depicted on Exhibit "A" hereto and is surplus to the needs of the District.

COMMITTEE ACTION:

Please see Attachment "A".

PURPOSE:

To request ministerial findings and action to clarify the size, location and description of the parcel listed as Parcel #7 on the staff report presented to this Board on July 2, 2003, and declared surplus at that time.

ANALYSIS:

On July 2, 2003 the Board declared certain properties surplus to the District's needs and authorized the General Manager to dispose of all such property in the best interest of the District. Included in the report presented to the Board on July 2, 2003, is a property identified as Parcel #7, APN 640-070-34 and described as a 0.21 acre atypical lot.

During an appraisal of the property, it was determined that the description provided to the Board was incomplete and that the adjoining 0.23 acre property, identified as APN #640-142-08, was not included. The District has historically considered the

Parcel identified as Parcel #7 as a single corner lot and it was not realized that the APN provided to the Board as reference, pertained only to approximately half of the lot. It was the District's intention that the description of Parcel #7 includes the adjoining property, APN 640-142-08 as shown on the attached Exhibit "A" and Exhibit "B".

The District commissioned an appraisal of the properties and on August 1, 2008 received a report that explained that the parcel consisted of two separate assessor parcel numbers and, given the location and existing encumbrances on the parcel, identified the value of the entire parcel, consisting of APN 640-070-34 and APN 640-142-08, as \$25,000. It is requested that the Board find that the corner lot, declared surplus on July 2, 2003, includes both APN 640-070-34 and APN 640-142-08 (consisting of approximately .44 acres), is surplus to the needs of the District and that the General Manager should dispose of it in the best interest of the District.

FISCAL IMPACT: _____

None.

STRATEGIC GOAL:

The proposed agreement supports the District's strategy of:

- Business Efficiency

LEGAL IMPACT: _____

None.


General Manager

Attachments: "A" Committee Action Report
Exhibit "A" and Exhibit "B"

ATTACHMENT A

SUBJECT/PROJECT:

CLARIFICATION OF PROPERTY DESCRIPTION AND REAFFIRMATION AS SURPLUS

COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- On July 2, 2003, staff presented a list of lots to be surplused for the board's consideration and the board had declared the lots surplus to the District's needs.
- One of the properties (Parcel No. 7, APN No. 640-070-34 located next to Canyon Community Church on Telegraph Canyon Road and Tierra Del Rey) was recently appraised and the appraisal identified the parcel as being made up of two (2) APN's (APN's 640-070-34 and 640-142-08). It was determined that the description provided to the board in 2003 for Parcel No. 7 was incomplete as the adjoining lot, APN 640-142-08, was not included.
- For ministerial purposes, staff is requesting that the board find that Parcel No. 7, declared surplus on July 2, 2003, includes both APN's 640-070-34 and 640-142-08 and is surplus to the District's needs and that the General Manager continues to have authorization to dispose of the property in the best interest of the District.
- It was noted that the appraisal establishes the value of parcel at \$25,000 (APN 640-070-34 for \$15,000 and APN 640-142-08 for \$10,000) and the District has received an offer from Canyon Community Church (as they have a need for additional parking) in that amount.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.

EXHIBIT "A"
LEGAL DESCRIPTION

PAGE 1 OF 2

PARCEL 1

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

LOT E OF EL RANCHO DEL REY UNIT NO. 5, IN THE CITY OF CHULA VISTA, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 8723, FILED IN THE OFFICE OF THE SAN DIEGO COUNTY RECORDER NOVEMBER 23, 1977.

PARCEL 2

THE LAND DESCRIBED HEREIN IS PARCEL 2 PER THAT CERTAIN GRANT DEED RECORDED APRIL 6, 1981 AS DOCUMENT NO. 81-10481, FILED IN THE OFFICE OF THE SAN DIEGO COUNTY RECORDER, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST EASTERLY CORNER OF SAID PARCEL 1, THENCE ALONG THE SOUTHERLY LINE OF SAID PARCEL 1, SOUTH 72°12'42" WEST A DISTANCE OF 94.19 FEET; THENCE LEAVING SAID SOUTHERLY LINE, SOUTH 57°41'10" EAST A DISTANCE OF 193.87 FEET; THENCE NORTH 32°18'50" EAST A DISTANCE OF 17.76 FEET TO A POINT ON THE ARC OF A 132.79 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY, A RADIAL LINE TO SAID CURVE BEARS SOUTH 32°59'31" WEST; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE 87.78 FEET THROUGH A CENTRAL ANGLE OF 37°52'26" TO THE BEGINNING OF A REVERSE 134.58 FOOT RADIUS CURVE, CONCAVE SOUTHWESTERLY; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 24°58'12" A DISTANCE OF 58.65 FEET TO THE POINT OF BEGINNING.

EASEMENT 1

RESERVING UNTO THE GRANTOR AN EASEMENT FOR WATER LINES, MAINTENANCE THEREOF, AND RIGHTS INCIDENTAL THERETO, OVER THE WESTERLY 20.00 FEET OF THE ABOVE DESCRIBED PARCEL 1.

EASEMENT 2

ALSO RESERVING UNTO THE GRANTOR AN EASEMENT FOR WATER LINES, MAINTENANCE THEREOF, AND RIGHTS INCIDENTAL THERETO, OVER A STRIP OF LAND 10.00 FEET WIDE, LYING 10.00 FEET NORTHERLY AND NORTHEASTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE SOUTHWEST CORNER OF SAID PARCEL 1, THENCE ALONG THE SOUTH LINE OF SAID PARCEL 1, NORTH 72°12'42" EAST A DISTANCE OF 20.00 FEET TO THE EAST LINE OF A 20.00 FOOT WIDE EASEMENT AS DESCRIBED IN FINAL ORDER OF CONDEMNATION DEED RECORDED AUGUST 2, 1976 AS DOCUMENT NO. 76-247371 OF OFFICIAL RECORDS, SAID POINT BEING THE TRUE POINT OF BEGINNING OF THE STRIP HEREIN DESCRIBED; THENCE CONTINUING

EXHIBIT "A"
LEGAL DESCRIPTION

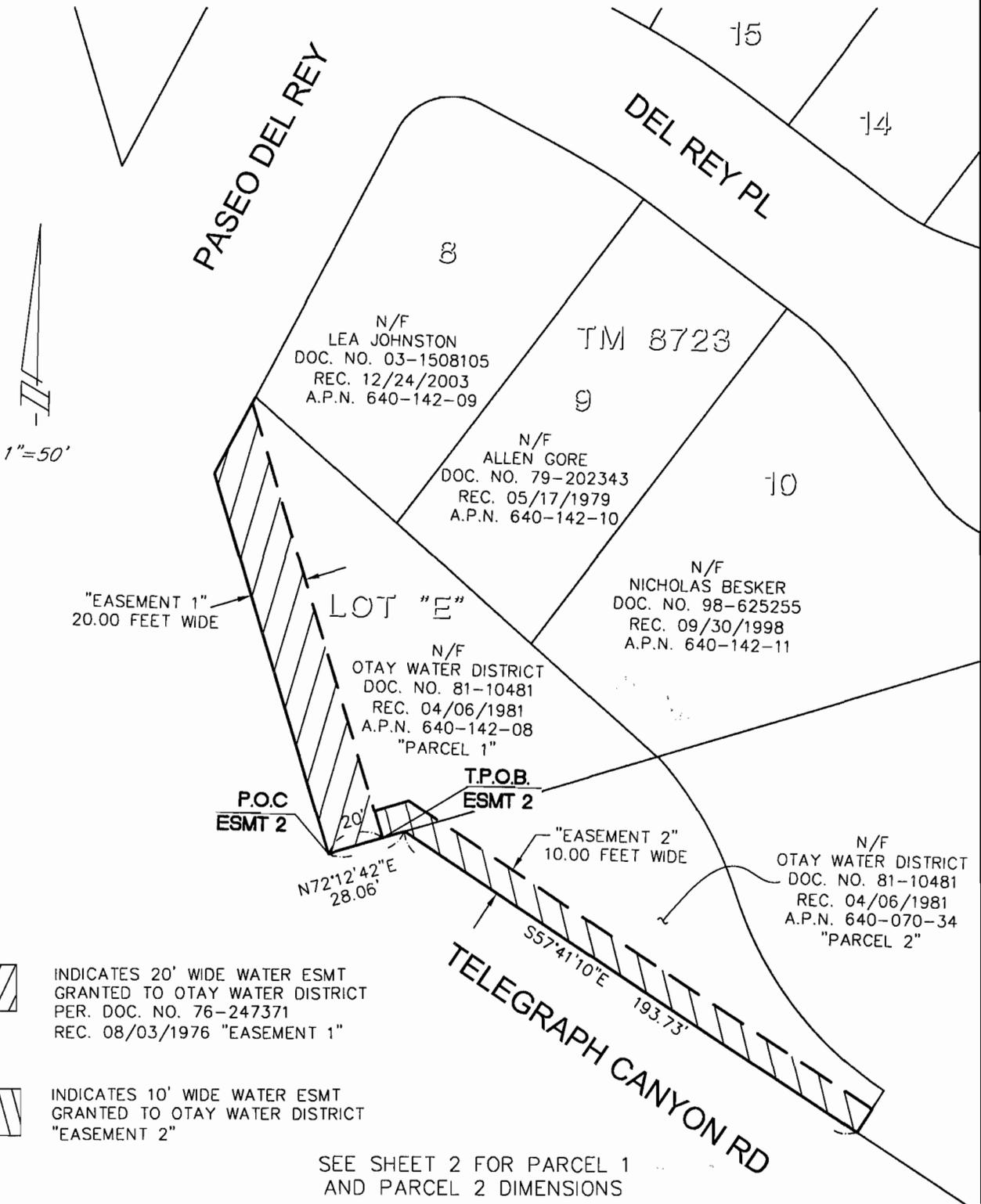
PAGE 2 OF 2

ALONG THE SOUTH LINE OF SAID PARCEL 1, NORTH 72°12'42" EAST A DISTANCE OF 8.06 FEET TO THE MOST WESTERLY CORNER OF A TRACT OF LAND GRANTED TO OTAY WATER DISTRICT IN DEED RECORDED APRIL 6, 1981 AS DOC. NO. 81-10481 OF OFFICIAL RECORDS; THENCE LEAVING THE SOUTH LINE OF SAID PARCEL 1, ALONG THE SOUTHERLY LINE OF SAID OTAY WATER DISTRICT TRACT, SOUTH 57°41'10" EAST A DISTANCE OF 193.73 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND GRANTED TO OTAY WATER DISTRICT, WHICH IS THE POINT OF TERMINUS.

THE SIDELINES OF SAID STRIP SHALL BE LENGTHENED OR SHORTED SO AS TO BEGIN IN THE WESTERLY LINE OF THE 20 FOOT WIDE EASEMENT AS DESCRIBED IN SAID FINAL ORDER OF CONDEMNATION DEED AND END IN THE MOST EASTERLY LINE OF SAID TRACT OF LAND GRANTED TO OTAY WATER DISTRICT.

ALL AS SHOWN ON EXHIBIT "B", ATTACHED HERETO, AND BY THIS REFERENCE MADE A PART HEREOF.

EXHIBIT "B"
PLAT



 INDICATES 20' WIDE WATER ESMT GRANTED TO OTAY WATER DISTRICT PER. DOC. NO. 76-247371 REC. 08/03/1976 "EASEMENT 1"

 INDICATES 10' WIDE WATER ESMT GRANTED TO OTAY WATER DISTRICT "EASEMENT 2"

SEE SHEET 2 FOR PARCEL 1 AND PARCEL 2 DIMENSIONS

OTAY WATER DISTRICT

DATE: 05/05/2009

AGENDA ITEM 7f



STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
SUBJECT:	San Miguel Consolidated Fire Protection District Proposed Fire Protection and Emergency Response Services Assessment		

GENERAL MANAGER'S RECOMMENDATION:

Adopt Resolution No. 4140 Approving the San Miguel Consolidated Fire Protection District's (San Miguel) proposed fire protection and emergency response services assessment and authorizing the General Manager to vote "yes" and sign the Official Assessment Ballots (4 ballots) on behalf of the District.

PURPOSE:

To present for the board's consideration the ballots for San Miguel's proposed fire protection and emergency response services assessment.

COMMITTEE ACTION:

Please see attached.

ANALYSIS:

As a property owner in the San Miguel's service area, the District has received four (4) Official Assessment Ballots for San Miguel's proposed fire protection and emergency response services assessment. The proposed assessments would improve local fire protection, fire suppression (firefighting), emergency response services, response times for fires and other emergencies, and prevent fire service cutbacks.

San Miguel is primarily funded through a small portion of local property taxes and because of the housing crisis, funding for local fire protection and emergency services through property taxes has been reduced, while, costs for such services and training requirements has continued to increase. To assure adequate fire

protection and emergency response services, San Miguel is requesting that property owners approve this measure.

If approved by the board, and subsequently the voters, the District would be assessed \$2907.90 in Fiscal Year 2009-2010. The assessment may be continued in future years. Future assessments (following FY 2009-2010) may only be adjusted for inflation by an amount equal to the change in the San Diego Area Consumer Price Index, but not to exceed 4% per year. Should future assessments be collected, they will be reviewed and approved annually at a public meeting of the San Miguel board.

The measure includes strong fiscal accountability provisions to ensure that the funds are used locally for fire protection and emergency services. These safeguards include:

- Funds can only be used to improve local fire protection and emergency services.
- Funds cannot be used for raises for existing firefighters.
- A Citizen's Review Committee will review the funds and expenditures.
- A professional auditor will perform annual audits and the audit results will be presented to the public.

The District's service area was impacted by the wildland fires of 2003 (Cedar Fire) and 2007 (Harris Fire). Through the work and efforts of San Miguel, the District's facilities and buildings were protected and the fires were effectively contained. San Miguel provides services that are integral to the District and the community and staff recommends that the Board adopt Resolution No. 4140 approving the San Miguel proposed fire protection and emergency response services assessment and authorize the General Manager to vote "yes" and sign the Official Assessment Ballots (4 ballots) on behalf of the District.

San Miguel will hold a public hearing on Thursday, July 16, 2009, at 6:00 p.m. The ballots must be received prior to the end of the public input portion of the public hearing.

STRATEGIC GOAL:

This item would support the District's goal of optimizing disaster preparedness and its objective of evaluating and making recommendations regarding Environmental Health, Emergency Preparedness, and Safety Management System.

FISCAL IMPACT:

77th

The assessments for Fiscal Year 2009-2010 totals \$2,907.90. This expense will be paid through the General Manager's departmental operating budget and there is adequate funding to cover this expense.

LEGAL IMPACT:

None.



General Manager

Attachments: Resolution No. 4140
Ballots
Official Notice of Assessment/Ballot Information Guide



ATTACHMENT A

SUBJECT/PROJECT:	San Miguel Consolidated Fire Protection District Proposed Fire Protection and Emergency Response Services Assessment
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- San Miguel Consolidated Fire Protection District is proposing fire protection and emergency response services assessments to offset lost property taxes that support their budget.
- The assessments to the District would total approximately \$2900 per year.
- The District has received four (4) ballots and staff is recommending a "yes" vote as staff feels that it is important to support emergency services. Staff is also recommending that the board authorize the General Manager to sign the Official Assessment Ballots on behalf of the District.
- Since Director Croucher is an employee of the San Miguel Consolidated Fire Protection District, the Committee requested that General Counsel verify if Director Croucher may vote on this matter or if he must recuse himself. Government Code Section 82030(b), indicates that "Salary and reimbursement for expenses or per diem, and social security, disability, or other similar benefit payments received from a state, local, or federal government agency" is exempt from the Political Reform Act requirement of a board member to recuse himself/herself from board actions that involve sources of income for the board member. Since Director Croucher's employer is a local government agency he is not required to recuse himself from voting on this item.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.

RESOLUTION NO. 4140

A RESOLUTION OF THE BOARD OF DIRECTORS OF
OTAY WATER DISTRICT APPROVING THE
SAN MIGUEL CONSOLIDATED FIRE PROTECTION
DISTRICT'S PROPOSED FIRE PROTECTION AND
EMERGENCY RESPONSE SERVICES ASSESSMENT

WHEREAS, the Otay Water District (OWD) is a property owner in the San Miguel Consolidated Fire Protection District (San Miguel); and

WHEREAS, San Miguel wishes to impose an assessment to improve local fire protection, fire suppression (firefighting), emergency response services, response time for fires and other emergencies, and prevent fire service cutbacks; and

WHEREAS, OWD was impacted by the wildland fires of 2003 (Cedar Fire) and 2007 (Harris Fire) and receives fire protection services from San Miguel; and

WHEREAS, the protection of OWD facilities and buildings is essential to OWD's mission of providing water and sewer services; and

WHEREAS, fire protection and emergency response services is integral to OWD and the community;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors of OWD that the General Manager is hereby authorized to vote "yes" on the question of whether the proposed

assessment should be levied and sign the Official Assessment Ballots (4 ballots) on behalf of the District.

BE IT FURTHER RESOLVED that the General Manager of the District and the Secretary of the District are authorized to take any other actions necessary to carry out the purpose of this resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of Otay Water District at a regular board meeting held this 1st day of July 2009, by the following vote:

Ayes:
Noes:
Abstain:
Absent:

President

ATTEST:

District Secretary

Who May Complete This Official Assessment Ballot

1. If the property is owned by an individual, the individual may sign.
2. If a property is held by a husband and wife, either may sign for both.
3. If two or more persons own the property as tenants-in-common or as joint tenants, any one tenant-in-common, or joint tenant, may sign for all.
4. If the property is owned by a corporation, the assessment ballot may be signed for the corporation by an officer or officers authorized to make contracts or by resolution of the corporation's Board of Directors.
5. If the property is owned by another legal entity, the assessment ballot may be signed by any person authorized by law to make contracts for the entity.
6. If the property is owned by a public agency, the assessment ballot may be signed by any person authorized by law to make contracts for the agency or by resolution of the agency's Governing Board.

Steps for Completing the Official Assessment Ballot

1. Verify that the owner name, addresses, and parcel number(s) listed on the assessment ballot are correct. If they are not correct, please call (619) 670-0500.
2. Fill in or clearly mark the oval next to the word "YES" or "NO" to approve or disapprove of the proposed assessment. Please use a pen.
3. Sign and date the ballot. Only official assessment ballots which are signed and marked with the property owner's support or opposition will be counted. **After marking your vote, simply FOLD the assessment ballot so that your vote is on the inside of the fold. Then place the assessment ballot in the return envelope provided.** No postage is necessary to mail back your assessment ballot.
4. If you make a mistake in completing your assessment ballot or wish to change or withdraw your assessment ballot, please call (619) 670-0500.
(See enclosed notice for further information)

Please see other side to complete this assessment ballot.

00018155



0 51 1 *****AUTO**5-DIGIT 91978
OTAY WATER DISTRICT
2554 SWEETWATER SPRINGS BLVD
SPRING VALLEY CA 91978-2004



PARCEL NUMBER	PROPOSED ASSESSMENT
5060210600	\$59 55
5150510700	\$59 55
5171111500	\$59 55
5172820900	\$59 55
5180302500	\$59 55
5774610600	\$59 55
5802404800	\$59 55
5960105100	\$59 55
5962110600	\$59 55
5841604100	\$36 91
5060210800	\$29 78
5794080300	\$29 78
5021823100	\$10 49
5052305100	\$10 49

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League of Women Voters
PO Box 683
La Mesa, CA 91944

OFFICIAL ASSESSMENT BALLOT

FIRE PROTECTION & EMERGENCY RESPONSE SERVICES ASSESSMENT

BY THE SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT

- YES**, I approve the proposed assessment for fire protection and emergency response services. *
- NO**, I do not approve the proposed assessment for fire protection and emergency response services. *

Signed _____ Date _____
Signature of Record Property Owner, or Authorized Representative

Print Name _____
I hereby declare, under penalty of perjury, that I am the property owner or owner's authorized representative of the parcel(s) identified on this official assessment ballot.

*(The proposed yearly assessment amount is printed on the back of this assessment ballot.)

INSTRUCTIONS FOR THE COMPLETION AND RETURN OF OFFICIAL BALLOTS

This assessment ballot may be completed by the persons or firms owning the property or properties identified by parcel number on this ballot. An explanation of who may complete the ballot on behalf of the recorded property owner and additional instructions are provided on the other side of this Official Assessment Ballot.

To be tabulated, assessment ballots MUST be received before the end of the public input portion of the public hearing scheduled for **Thursday, July 16, 2009 at 6:00 p.m. at the San Miguel Consolidated Fire Protection District located at 2850 Via Orange Way, Spring Valley, California.**

You are invited to attend the public hearing. You may return your assessment ballot in the following ways:

- 1) Mail your assessment ballot to the address shown on the enclosed return envelope so that it is **received** on or before July 16, 2009.
- 2) Deliver it in person at the July 16, 2009 public hearing.

FOLD SO THAT THIS SIDE IS ON THE INSIDE OF THE FOLD BEFORE PLACING THIS ASSESSMENT BALLOT IN THE RETURN ENVELOPE

Who May Complete This Official Assessment Ballot

1. If the property is owned by an individual, the individual may sign.
2. If a property is held by a husband and wife, either may sign for both.
3. If two or more persons own the property as tenants-in-common or as joint tenants, any one tenant-in-common, or joint tenant, may sign for all.
4. If the property is owned by a corporation, the assessment ballot may be signed for the corporation by an officer or officers authorized to make contracts or by resolution of the corporation's Board of Directors.
5. If the property is owned by another legal entity, the assessment ballot may be signed by any person authorized by law to make contracts for the entity.
6. If the property is owned by a public agency, the assessment ballot may be signed by any person authorized by law to make contracts for the agency or by resolution of the agency's Governing Board.

Steps for Completing the Official Assessment Ballot

1. Verify that the owner name, addresses, and parcel number(s) listed on the assessment ballot are correct. If they are not correct, please call (619) 670-0500.
2. Fill in or clearly mark the oval next to the word "YES" or "NO" to approve or disapprove of the proposed assessment. Please use a pen.
3. Sign and date the ballot. Only official assessment ballots which are signed and marked with the property owner's support or opposition will be counted. **After marking your vote, simply FOLD the assessment ballot so that your vote is on the inside of the fold. Then place the assessment ballot in the return envelope provided.** No postage is necessary to mail back your assessment ballot.
4. If you make a mistake in completing your assessment ballot or wish to change or withdraw your assessment ballot, please call (619) 670-0500.

(See enclosed notice for further information)

Please see other side to complete this assessment ballot.

00018154



0 51 1 *****AUTO**5-DIGIT 91978
 OTAY WATER DISTRICT
 2554 SWEETWATER SPRINGS BLVD
 SPRING VALLEY CA 91978-2004



PARCEL NUMBER PROPOSED ASSESSMENT

5052313000	\$208.44
5052302300	\$259.19
5056721900	\$268.00
5052301600	\$296.10
5060210500	\$111.14
5793641700	\$111.14
5020305100	\$119.11
5052304000	\$143.02
5150924400	\$148.05
5052303700	\$184.96
5151010400	\$89.33
5794080200	\$89.33
5022400900	\$59.55
5060101000	\$59.55

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League of Women Voters
 PO Box 683
 La Mesa, CA 91944



**OFFICIAL ASSESSMENT BALLOT
 FIRE PROTECTION & EMERGENCY RESPONSE SERVICES ASSESSMENT
 BY THE SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT**

- YES**, I approve the proposed assessment for fire protection and emergency response services. *
- NO**, I do not approve the proposed assessment for fire protection and emergency response services. *

Signed _____ Date _____
Signature of Record Property Owner, or Authorized Representative

Print Name _____
 I hereby declare, under penalty of perjury, that I am the property owner or owner's authorized representative of the parcel(s) identified on this official assessment ballot.

**(The proposed yearly assessment amount is printed on the back of this assessment ballot.)*

INSTRUCTIONS FOR THE COMPLETION AND RETURN OF OFFICIAL BALLOTS

This assessment ballot may be completed by the persons or firms owning the property or properties identified by parcel number on this ballot. An explanation of who may complete the ballot on behalf of the recorded property owner and additional instructions are provided on the other side of this Official Assessment Ballot.

To be tabulated, assessment ballots **MUST** be received before the end of the public input portion of the public hearing scheduled for **Thursday, July 16, 2009 at 6:00 p.m. at the San Miguel Consolidated Fire Protection District located at 2850 Via Orange Way, Spring Valley, California.**

You are invited to attend the public hearing. You may return your assessment ballot in the following ways:

- 1) Mail your assessment ballot to the address shown on the enclosed return envelope so that it is **received** on or before July 16, 2009.
- 2) Deliver it in person at the July 16, 2009 public hearing.

FOLD SO THAT THIS SIDE IS ON THE INSIDE OF THE FOLD BEFORE PLACING THIS ASSESSMENT BALLOT IN THE RETURN ENVELOPE

Who May Complete This Official Assessment Ballot

1. If the property is owned by an individual, the individual may sign.
2. If a property is held by a husband and wife, either may sign for both.
3. If two or more persons own the property as tenants-in-common or as joint tenants, any one tenant-in-common, or joint tenant, may sign for all.
4. If the property is owned by a corporation, the assessment ballot may be signed for the corporation by an officer or officers authorized to make contracts or by resolution of the corporation's Board of Directors.
5. If the property is owned by another legal entity, the assessment ballot may be signed by any person authorized by law to make contracts for the entity.
6. If the property is owned by a public agency, the assessment ballot may be signed by any person authorized by law to make contracts for the agency or by resolution of the agency's Governing Board.

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2. Fill in or clearly mark the oval next to the word "YES" or "NO" to approve or disapprove of the proposed assessment. Please use a pen.
3. Sign and date the ballot. Only official assessment ballots which are signed and marked with the property owner's support or opposition will be counted. **After marking your vote, simply FOLD the assessment ballot so that your vote is on the inside of the fold. Then place the assessment ballot in the return envelope provided.** No postage is necessary to mail back your assessment ballot.
4. If you make a mistake in completing your assessment ballot or wish to change or withdraw your assessment ballot, please call (619) 670-0500.
(See enclosed notice for further information)

Please see other side to complete this assessment ballot.

00018156



0 51 1 *****AUTO**5-DIGIT 91978
OTAY WATER DISTRICT
2554 SWEETWATER SPRINGS BLVD
SPRING VALLEY CA 91978-2004



PARCEL NUMBER	PROPOSED ASSESSMENT
5056722000	\$10 49
5057110400	\$10 49
5060106300	\$10 49
5181027500	\$10 49
5190201600	\$10 49
5193312800	\$10 49
5790311600	\$10 49
5790311800	\$10 49
5793102100	\$10 49
5793102700	\$10 49
5802404400	\$10 49
5845326800	\$10 49
5960310200	\$10 49
4970114500	\$0 00

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League of Women Voters
PO Box 683
La Mesa, CA 91944

OFFICIAL ASSESSMENT BALLOT
FIRE PROTECTION & EMERGENCY RESPONSE SERVICES ASSESSMENT
BY THE SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT

- YES**, I approve the proposed assessment for fire protection and emergency response services. *
- NO**, I do not approve the proposed assessment for fire protection and emergency response services. *

Signed _____ Date _____
Signature of Record Property Owner, or Authorized Representative

Print Name _____
I hereby declare, under penalty of perjury, that I am the property owner or owner's authorized representative of the parcel(s) identified on this official assessment ballot.
**(The proposed yearly assessment amount is printed on the back of this assessment ballot.)*

INSTRUCTIONS FOR THE COMPLETION AND RETURN OF OFFICIAL BALLOTS

This assessment ballot may be completed by the persons or firms owning the property or properties identified by parcel number on this ballot. An explanation of who may complete the ballot on behalf of the recorded property owner and additional instructions are provided on the other side of this Official Assessment Ballot.

To be tabulated, assessment ballots **MUST** be received before the end of the public input portion of the public hearing scheduled for **Thursday, July 16, 2009 at 6:00 p.m. at the San Miguel Consolidated Fire Protection District located at 2850 Via Orange Way, Spring Valley, California.**

You are invited to attend the public hearing. You may return your assessment ballot in the following ways:

- 1) Mail your assessment ballot to the address shown on the enclosed return envelope so that it is **received** on or before July 16, 2009.
- 2) Deliver it in person at the July 16, 2009 public hearing.

FOLD SO THAT THIS SIDE IS ON THE INSIDE OF THE FOLD BEFORE PLACING THIS ASSESSMENT BALLOT IN THE RETURN ENVELOPE

Who May Complete This Official Assessment Ballot

1. If the property is owned by an individual, the individual may sign.
2. If a property is held by a husband and wife, either may sign for both.
3. If two or more persons own the property as tenants-in-common or as joint tenants, any one tenant-in-common, or joint tenant, may sign for all.
4. If the property is owned by a corporation, the assessment ballot may be signed for the corporation by an officer or officers authorized to make contracts or by resolution of the corporation's Board of Directors.
5. If the property is owned by another legal entity, the assessment ballot may be signed by any person authorized by law to make contracts for the entity.
6. If the property is owned by a public agency, the assessment ballot may be signed by any person authorized by law to make contracts for the agency or by resolution of the agency's Governing Board.

Steps for Completing the Official Assessment Ballot

1. Verify that the owner name, addresses, and parcel number(s) listed on the assessment ballot are correct. If they are not correct, please call (619) 670-0500.
2. Fill in or clearly mark the oval next to the word "YES" or "NO" to approve or disapprove of the proposed assessment. Please use a pen.
3. Sign and date the ballot. Only official assessment ballots which are signed and marked with the property owner's support or opposition will be counted. **After marking your vote, simply FOLD the assessment ballot so that your vote is on the inside of the fold. Then place the assessment ballot in the return envelope provided.** No postage is necessary to mail back your assessment ballot.
4. If you make a mistake in completing your assessment ballot or wish to change or withdraw your assessment ballot, please call (619) 670-0500.
(See enclosed notice for further information)

Please see other side to complete this assessment ballot.

00018157

 0 51 1 *****AUTO**5-DIGIT 91978
 OTAY WATER DISTRICT
 2554 SWEETWATER SPRINGS BLVD
 SPRING VALLEY CA 91978-2004



PARCEL NUMBER	PROPOSED ASSESSMENT
5052304700	\$0.00
5057110200	\$0.00
5060105600	\$0.00
5171116800	\$0.00
5171116900	\$0.00
5793102600	\$0.00
5793102800	\$0.00
5793222500	\$0.00
5793323800	\$0.00
5841604000	\$0.00
5962110700	\$0.00

FOLD HERE (this side should be on outside after fold)

League of Women Voters
 PO Box 683
 La Mesa, CA 91944

OFFICIAL ASSESSMENT BALLOT
FIRE PROTECTION & EMERGENCY RESPONSE SERVICES ASSESSMENT
BY THE SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT

- YES**, I approve the proposed assessment for fire protection and emergency response services. *
- NO**, I do not approve the proposed assessment for fire protection and emergency response services. *

Signed _____ Date _____
Signature of Record Property Owner, or Authorized Representative

Print Name _____
 I hereby declare, under penalty of perjury, that I am the property owner or owner's authorized representative of the parcel(s) identified on this official assessment ballot.
 *(The proposed yearly assessment amount is printed on the back of this assessment ballot.)

INSTRUCTIONS FOR THE COMPLETION AND RETURN OF OFFICIAL BALLOTS

This assessment ballot may be completed by the persons or firms owning the property or properties identified by parcel number on this ballot. An explanation of who may complete the ballot on behalf of the recorded property owner and additional instructions are provided on the other side of this Official Assessment Ballot.

To be tabulated, assessment ballots **MUST** be received before the end of the public input portion of the public hearing scheduled for **Thursday, July 16, 2009 at 6:00 p.m. at the San Miguel Consolidated Fire Protection District located at 2850 Via Orange Way, Spring Valley, California.**

- You are invited to attend the public hearing. You may return your assessment ballot in the following ways:
- 1) Mail your assessment ballot to the address shown on the enclosed return envelope so that it is **received** on or before July 16, 2009.
 - 2) Deliver it in person at the July 16, 2009 public hearing.

FOLD SO THAT THIS SIDE IS ON THE INSIDE OF THE FOLD BEFORE PLACING THIS ASSESSMENT BALLOT IN THE RETURN ENVELOPE



Official Notice And Assessment Ballot Information Guide

San Miguel Consolidated Fire Protection District

Proposed Fire Protection & Emergency Response Services Assessment

Why Did You Receive This Ballot?

The San Miguel Consolidated Fire Protection District is responsible for providing fire protection and emergency medical response services in the area where your property is located. Due to increasing costs for its fire protection and emergency services and declining revenues, the District is proposing an assessment that would be used to maintain and improve local fire protection and emergency services.

As a property owner in the District, the enclosed ballot is your opportunity to decide whether to approve or deny an annual assessment that would improve local fire protection, fire suppression and emergency response services, and would provide faster response times for fires and other emergencies.

About the San Miguel Consolidated Fire Protection District

This District is an independent special district, not part of the County or any City, and has seven elected board members. The District is responsible for the following services:

- Fire prevention
- Fire suppression (firefighting)
- Emergency response and emergency medical services
- Community education and readiness

Fiscal Accountability Safeguards

If approved by property owners, this measure includes strong fiscal accountability provisions to ensure that the funds are used locally for fire protection and emergency services. These safeguards include:

- *Funds can only be used to improve local fire protection and emergency services.*
- *Funds cannot be used for raises for existing firefighters*
- *A Citizens' Review Committee will review the funds and expenditures*
- *A professional auditor will perform annual audits and the audit results will be presented to the public*



Funding to protect property and prevent fires

What Would This Measure Provide?

If approved by property owners, this proposed assessment would provide funding to:

Provide Rapid Response Times - Provide enough funding to fill vacant firefighter, Captain, Engineer and related positions for one engine company to ensure that additional firefighters are available to respond rapidly to all fires and emergencies.

Improve Fire Protection Services - This measure would provide enough funding to staff a fire engine company with three professional firefighters 24 hours a day, seven days a week. This fire engine company will be the important back-up responder to fires and emergencies throughout the area. This will improve local fire protection services.

Prevent Fire Service Cutbacks - This measure will provide the necessary funding to fully staff a fire engine company and prevent further fire service cutbacks.

Why Is a Funding Measure Needed?

The District is primarily funded through a small portion of local property taxes. The current housing crisis has reduced the amount of property taxes being collected, and has reduced the amount of funding for local fire protection and emergency services. Meanwhile, fire protection costs, as well as training requirements, have continued to rise. The District has taken several steps to reduce costs, including reducing firefighter benefits and eliminating pay raises.

In order to further reduce costs, the District has also chosen not to fill several currently open positions, and will be forced to eliminate additional firefighting positions unless a new, dedicated funding source is identified. This local funding measure, if approved, will fund a fire engine company that will be the second responder for fires and other emergencies, which will improve local fire protection services.

Local Fire History

The San Diego area has always been prone to significant wildland fires. The 2003 Cedar Fire, the largest fire in California's history, affected several areas within the District boundaries. During this fire, the District's resources were well-deployed to these areas, and the fires were effectively contained. In October of 2007, the District's firefighters kept the Harris Fire from burning or damaging a single structure in the District. Fortunately, the San Miguel Consolidated Fire Protection District has managed to minimize potential damage within its boundaries from these recent large fires.

**Please Complete Your Assessment Ballot and
Mail It Back Promptly
All Assessment Ballots Must Be Received
On or Before July 16, 2009 To Be Counted**

Current Fire Risk

The lack of major fires in the District over the last several years brings a new challenge. The District has 171,000 acres of unburned, old growth vegetation surrounding its boundaries. This fuel load places the District at a high risk of major wildland fires. In addition, continued drought conditions have lead to decreased fuel moisture, making vegetation in the wildland areas more susceptible to fires.

Most fire districts rely on assistance, called mutual aid, from nearby districts to combat major fire outbreaks. Unfortunately, San Miguel is surrounded by thousands of acres of sparsely populated territory on its eastern and southern boundaries. This area has limited mutual aid resources, which increases the need for adequate local firefighting capabilities.

How Was the Assessment Determined?

The total annual cost of salaries and benefits and other services to be funded by the assessment is allocated to each property based on the estimated special benefit received. The method of benefit allocation is based on the relative special benefit and is based on property size, fire risk and structure replacement costs. The total proposed amount of assessment for your property is shown on the enclosed Official Assessment Ballot. The special benefit from this assessment is increased safety and protection of real property from fire damage.

An Engineer's Report describing the proposed services, method of assessment, budgets and proposed assessment for each parcel is available for review from the Secretary of the Board of the San Miguel Consolidated Fire Protection District, 2850 Via Orange Way, Spring Valley, California 91978.

How Much Is the Proposed Assessment?

The proposed assessment for your property for fiscal year 2009-10 is printed on the Official Assessment Ballot included with this notice and information guide. For single-family homes on an acre or less, the proposed annual assessment is \$41.94, while the proposed assessment for other residential property types is based on the number of dwelling units and parcel size. Commercial, industrial and other properties are assessed according to their parcel size and property type. If the measure is approved, the total estimated amount that would be raised for fiscal year 2009-10 is approximately \$1,349,929.

Will This Assessment Increase in the Future?

If approved, the assessment may be continued in future years. In future years after 2009-10, the assessment can only be adjusted for inflation by an amount equal to the change in the San Diego Area Consumer Price Index, but not to exceed 4% per year. This annual adjustment, which must be reviewed and approved annually at a public meeting, will help keep the assessment revenues in line with the cost of providing fire suppression and protection services in future years.

*Funding to
maintain
rapid
response
times*



*Funding for
fire protection
and emergency
services*



Method of Voting

To complete the enclosed Official Assessment Ballot, mark the oval next to either Yes or No, sign the ballot, place it in the provided postage paid return envelope and mail or hand deliver it. Only official assessment ballots which are signed and marked with the property owner's support or opposition and are received before the end of the public input portion of the public hearing on Thursday, July 16, 2009 will be counted.

If you lose your assessment ballot, require a replacement assessment ballot, or want to change or withdraw a ballot previously submitted, call the San Miguel Consolidated Fire Protection District at (619) 670-0500 for another ballot. See the enclosed Official Assessment Ballot for additional instructions. Assessment Ballots are weighted by the proposed amount of assessment and will be tabulated accordingly. The assessment shall not be imposed if, upon the conclusion of the public hearing, weighted Assessment Ballots submitted in opposition to the assessment exceed the weighted assessment ballots submitted in favor of the assessment. If a majority of weighted ballots returned are in support, the assessment may be imposed and levied for fiscal year 2009-10 and could be continued in future years to fund fire suppression and protection services, until it is terminated by the San Miguel Consolidated Fire Protection District Board of Directors.

Public Hearing

A public hearing will be held on Thursday, July 16, 2009 at 6:00 p.m. at the San Miguel Consolidated Fire Protection District at 2850 Via Orange Way, Spring Valley, California. You are invited to attend the public hearing. Tabulation of the returned Assessment Ballots will commence after the close of the public input portion of the hearing, and the results of the tabulation are expected to be announced at the continuation of the public hearing scheduled at 6:00 p.m. on Thursday, July 30, 2009 at the same location.

Additional Information

For additional information concerning the San Miguel Consolidated Fire Protection District services, the proposed assessment or this assessment ballot, please contact:

San Miguel Consolidated Fire Protection District
2850 Via Orange Way
Spring Valley, CA 91978
(619) 670-0500

**Please Complete Your Assessment Ballot and
Mail It Back Promptly
All Assessment Ballots Must Be Received
On or Before July 16, 2009 To Be Counted**



AGENDA ITEM 7g

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Rita Bell, ^{RO by [signature]} Finance Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager, Administration and Finance		
SUBJECT:	Adopt Resolution No. 4138 to Establish the Tax Rate for Improvement District No. 27 (ID 27) for Fiscal Year 2009-2010		

GENERAL MANAGER'S RECOMMENDATION:

That the Board adopt Resolution No. 4138 to establish the tax rate for Improvement District No. 27 (ID 27) at \$0.005 for Fiscal Year 2009-2010.

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

Each year, tax rates are calculated for improvement districts with outstanding general obligation bonds to ensure the amount of tax collections will meet the annual debt service. Currently, Improvement District No. 27 is the only improvement district with outstanding general obligation debt service.

BACKGROUND:

In December 1992, the District sold \$11,500,000 of general obligation bonds in ID 27 for the construction of the 30mg reservoir. The District intended to have a maximum tax rate of \$0.10 per \$100 of assessed valuation.

With the refinancing of bonds in 1998, and the rapid growth in recent years, the tax rate for ID 27 has been reduced several times over the past years. In Fiscal Year 2009, it was reduced from \$0.006 to \$0.005. Due to an unprecedented reduction in the assessed values of properties in region of 6% for next fiscal year, staff is proposing to keep the rate at \$0.005, and to reevaluate the rate again next year.

FISCAL IMPACT: 

The \$0.005 tax rate will generate \$578,396 in revenue. The estimated revenue and the current fund balance will meet the annual debt service payment of \$831,035 for ID 27 and allow the fund to maintain a positive cash balance for the foreseeable future. This action also brings this fund balance closer to the target level of six months of bond payments.

STRATEGIC GOAL:

Through well-established financial policies and wise management of funds, the District will continue to guarantee fiscal responsibility to its ratepayers and the community at large.

LEGAL IMPACT: _____

None.



General Manager

Attachments:

- A) Committee Action Form
- B) ID 27 Tables
- C) Resolution No. 4138



ATTACHMENT A

SUBJECT/PROJECT:	Adopt Resolution No. 4138 to Establish the Tax Rate for Improvement District No. 27 (ID 27) for Fiscal Year 2009-2010
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- In 1992, the District issued General Obligation Bonds in ID 27 for the construction of the 30MG Reservoir.
- It was indicated that the county requires that the District adopt a resolution in order to place the bond debt collection on the tax rolls.
- In past years, staff has recommended dropping the tax rate for ID 27 due to rapid growth and the refinancing of the bonds in 1998. As property assessed values are dropping, staff is recommending that the tax rate be maintained at \$0.005 for every \$100 of assessed value (the same rate as last year).
- The fund balance for this debt is currently over target. However, due to the uncertainty of the assessed values and since the bond will not be paid off until 2023, staff has time to evaluate and adjust the tax rate as needed until that time.

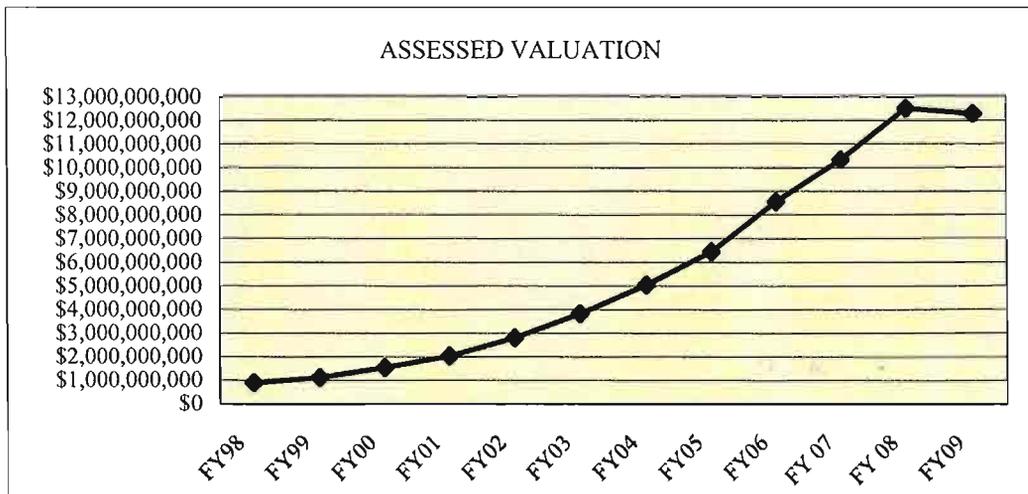
Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.

IMPROVEMENT DISTRICT 27

History

- 1989 Improvement District 27 was formed with \$100,000,000 bonding authorized.
- 1992 District issued \$11,500,000 in General Obligation Bonds primarily for the construction of a 30 million gallon storage reservoir.
- 1998 District refinanced outstanding debt of \$10,900,000.

	TAXES COLLECTED	DEBT SERVICE	NET	TAX RATE	ASSESSED VALUATION	INC%
FY98	\$1,045,300	\$1,398,200	(\$352,900)	\$0.09518	\$897,791,556	19%
FY99	\$1,342,800	\$420,600	\$922,200	\$0.10000	\$1,118,547,691	25%
FY00	\$1,796,000	\$844,900	\$951,100	\$0.10000	\$1,539,762,365	38%
FY01	\$1,628,500	\$841,500	\$787,000	\$0.06000	\$2,037,206,308	32%
FY02	\$570,300	\$842,000	(\$271,700)	\$0.02000	\$2,809,479,840	38%
FY03	\$725,085	\$848,600	(\$123,515)	\$0.01500	\$3,837,693,353	37%
FY04	\$829,036	\$848,700	(\$19,664)	\$0.01400	\$5,047,625,296	32%
FY05	\$997,082	\$840,800	\$156,282	\$0.01200	\$6,454,909,846	28%
FY06	\$1,081,991	\$840,385	\$241,606	\$0.01000	\$8,579,576,581	33%
FY 07	\$868,624	\$837,936	\$30,688	\$0.00700	\$10,348,663,242	21%
FY 08	\$917,168	\$835,017	\$82,151	\$0.00600	\$12,518,643,676	21%
FY09	\$764,971	\$830,823	(\$65,852)	\$0.00500	\$12,308,043,285	-2%
Total	\$13,340,657	\$11,136,661	\$2,203,996			
			Cumulative Interest Income (\$539,970)			
			Fund Balance 6/30/09 \$1,664,026			
FY10	\$578,396	\$831,035	(\$252,639)	\$0.00500	\$11,569,560,688	
			Interest \$31,300			
			Est Fund Balance 6/30/10 \$1,442,687			



RESOLUTION NO. 4138

A RESOLUTION OF THE BOARD OF DIRECTORS OF OTAY WATER DISTRICT FIXING TAX RATES FOR FISCAL YEAR 2009-2010 FOR PAYMENT OF PRINCIPAL AND INTEREST ON GENERAL OBLIGATION BONDS OF IMPROVEMENT DISTRICTS (GF 1600)

WHEREAS, California Water Code Section 72091 authorizes the Otay Water District, as a municipal water district, to levy an ad valorem property tax which is equal to the amount required to make annual payments for principal and interest on general obligation bonds approved by the voters prior to July 1, 1978.

NOW, THEREFORE, the Board of Directors of the Otay Water District resolves, determines and orders as follows:

1. Findings. It is necessary that this Board of Directors cause taxes to be levied in Fiscal Year 2009-2010 for Improvement District No. 27 of the Otay Water District to pay the amount of the principal and interest on the bonded debt of such improvement district.

2. Amounts to be Raised by Taxes. The amount required to be raised by taxation during Fiscal Year 2009-2010 for the principal and interest on the bonded debt of Improvement District No. 27 is as follows:

Improvement District No. 27	\$578,396
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3. Tax Rates. The tax rates per one hundred dollars (\$100) of the full value of all taxable property within said improvement district necessary to pay the aforesaid amounts of principal and interest on the bonded debt of said improvement district for

Fiscal Year 2009-2010 is hereby determined and fixed as follows:

Improvement District No. 27 0.005

4. Certification of Tax Rates. Pursuant to Water Code Section 72094, this Board of Directors hereby certifies to the Board of Supervisors and the County Auditor of the County of San Diego the tax rates hereinbefore fixed, and said County Auditor shall, pursuant to Section 72095 of said Code, compute and enter in the County assessment roll the respective sums to be paid as tax on the property in Improvement District No. 27, using the rate of levy hereinabove fixed for such improvement district and the full value as found on the assessment roll for the property therein, and the Secretary of this Board of Directors is hereby authorized and directed to transmit certified copies of this resolution and the Tax Amount and Rate Certificate, Attachment B, and made a part hereof, to said Board of Supervisors and said Auditor.

PASSED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting held this 1st day of July, 2009.

Ayes:
Noes:
Abstain:
Absent:

President

ATTEST:

Secretary



AGENDA ITEM 7h

STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Elaine Henderson, <i>EH</i> Customer Service Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. <i>JR</i> Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German <i>GA</i> Alvarez, Assistant General Manager, Administration and Finance		
SUBJECT:	Adopt Resolution No. 4142 to Continue Water and Sewer Availability Charges for District Customers for Fiscal Year 2009-2010 to be Collected through Property Tax Bills		

GENERAL MANAGER'S RECOMMENDATION:

That the Board adopt Resolution No. 4142 to continue water and sewer availability charges for District customers for Fiscal Year 2009-2010 to be collected through property tax bills.

COMMITTEE ACTION:

See Attachment A.

PURPOSE:

To present for the Board's consideration the adoption of Resolution No. 4142 to continue water and sewer availability charges for District customers for Fiscal Year 2009-2010 to be collected through property tax bills.

ANALYSIS:

State Water Code Section 71630-71637 authorizes the District to assess such availability charges. The District levies availability charges each year on property in both developed and undeveloped areas. In order to place these charges on the tax role the County of San Diego requires the District to provide a resolution authorizing the charges. Each year, the District provides a resolution along with the listing of charges by parcel.

Current legislation provides that any amount up to \$10 per parcel is for general use and any amount over \$10 per parcel is

restricted to be expended in and for that Improvement District. Accordingly, the District uses amounts over \$10 to develop water and sewer systems within the Improvement District's where the funds are collected. The funds are used for the expansion, betterment, or replacement of the water or sewer systems.

In prior years, a separate 218 process was in place to notice all new customers of the availability charges. A change in legislation now requires notification to owners only when there are changes in the amount of the charges. With this new legislation and as the amounts of the charges are unchanged, no special 218 notices will be sent.

FISCAL IMPACT:



The availability charges, as budgeted, will generate approximately \$1.5 million in revenue.

STRATEGIC GOAL:

This revenue source will help the District meet its fiscal responsibility to its ratepayers.

LEGAL IMPACT:

None.



General Manager

Attachments:

- A) Committee Action Form
- B) Resolution No. 4142



ATTACHMENT A

SUBJECT/PROJECT:	Adopt Resolution No. 4142 to Continue Water and Sewer Availability Charges for District Customers for Fiscal Year 2009-2010 to be Collected through Property Taxes
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- Staff is presenting Resolution No. 4142 for the board's approval to continue water and sewer availability charges for Fiscal Year 2009-2010 to be collected through property tax bills.
- It was indicated that the county requires that the District adopt a resolution in order to authorize the charges and place the water and sewer availability charges on the tax rolls.
- In past years, the district was required to notify new homeowners of the availability assessment, however, new legislation only requires notification to homeowners when there is a change in the amounts of the assessments. As the assessments are unchanged, notices will not be sent to homeowners.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.

RESOLUTION NO. 4142

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OTAY WATER DISTRICT CONTINUING PREVIOUSLY ESTABLISHED WATER AND SEWER AVAILABILITY CHARGES FOR FISCAL YEAR 2009-2010; REQUESTING THE COUNTY TO COLLECT SUCH AVAILABILITY CHARGES ON THE 2009-2010 SECURED TAX ROLE AND TAKING OTHER RELATED ACTIONS

WHEREAS, the Otay Water District (herein "District") is a member of the San Diego County Water Authority and the Metropolitan Water District of Southern California and, as a member, the District is entitled to purchase water for distribution within the District and water so purchased is available to property in the District that is also within the San Diego County Water Authority and the Metropolitan Water District of Southern California, without further need for annexation to any agency; and

WHEREAS, Improvement Districts No. 14 and 18 and Assessment District No. 4 (Hillside) have been formed within the Otay Water District (herein "District") and sanitary sewers have been constructed and sewer service is available to land within each of the said districts; and

WHEREAS, in consideration of the benefit that water availability confers upon property within the District, and in further consideration of the need for revenue to pay the cost of water storage and transmission facilities which directly and specially benefit property within the District, the District has previously determined that water availability charges be fixed and established under applicable provisions of law; and

WHEREAS, in consideration of the benefit which sewer availability confers upon property within Improvement Districts No. 14 and 18 and within Assessment District No. 4 (Hillsdale), and in further consideration of the need to pay the cost of sanitary sewers which directly and specially benefit those properties, the District has previously determined that sewer availability charges be fixed and established for Improvement Districts No. 14 and 18 and Assessment District No. 4 (Hillsdale), all as provided under applicable provisions of law; and

WHEREAS, the District desires to continue the collection of such water and sewer availability charges without increases or revisions in methodology or application.

NOW, THEREFORE, the Board of Directors of the Otay Water District resolves, determines and orders as follows:

1. SCHEDULE OF WATER CHARGES

(A) The water availability charges previously fixed and established are hereby continued for Fiscal Year 2009-2010 at the existing rates, as follows:

- (1) In Improvement Districts No. 5 and La Presa No. 1 the charge shall be \$10.00 per acre of land and \$10.00 per parcel of land less than one acre.
- (2) In Improvement Districts No. 2, 3, 7, 9, 10, 19, 20, 22, 25 and 27 the charge shall be \$30.00 per acre of land and \$10.00 per parcel of land less than one acre.

- (3) For land located outside an improvement district and within one mile of a District water line, the charge shall be \$10.00 per acre of land and \$10.00 for each parcel less than one acre.
- (4) For land located outside an improvement district and greater than one mile from District facilities, the charge shall be \$3.00 per acre of land and \$3.00 for each parcel less than one acre.

(B) Modifications The charges provided for in subparagraphs (1) through (4) in (A) above shall be modified upon petition by the property owner where the property does not receive water from the District as follows:

- (1) where a parcel of land or a portion thereof is within an open space easement approved by San Diego County, the charge for such parcel or portion thereof shall be fifty percent (50%) of the charge determined pursuant to paragraph (A), provided the owner files with the District proof, satisfactory to the District, that said parcel of land or portion thereof is within such a designated permanent open space area;
- (2) where a parcel of land or portion thereof is in an agricultural reserve under a Land Conservation Contract with the County of San Diego, pursuant to the Land Conservation Act of 1965 as amended, the charge for such parcel shall be \$3.00 per acre, provided the owner files with the District proof,

satisfactory to the District, that said parcel of land or portion thereof is within such an agricultural preserve;

(3) where a parcel of land or a portion thereof is within an area designated as a floodplain by the County of San Diego, the charge for such a parcel or portion thereof shall be \$3.00 per acre, provided the owner files with the District proof, satisfactory to the District, that said parcel of land or portion thereof is within such designated floodplain; and

(4) where a parcel of land or portion thereof exceeds a 30% slope, and where such is not within a legal subdivision, lot-split or planned residential development, the charge for the slope portion shall be \$3.00 per acre, or if such a parcel is less than one acre and more than one-half of the area exceeds 30% slope, \$3.00 for the parcel, provided the owner files with the District proof, satisfactory to the District, that said parcel of land or portion thereof meets or exceeds the slope.

(C) Exceptions The charges provided for in (A) and (B) above shall not apply, upon petition by the property owner, to the following:

(1) land located within an area designated as a floodway by the County of San Diego;

- (2) land designated as a vernal pool area by a governmental agency authorized to make such a designation and which designation prohibits use of such area for any purpose;
- (3) land owned by non-profit, tax-exempt conservation organizations specializing in identifying and protecting the natural habitat of rare species; or
- (4) land that is located within the boundaries of the Otay Water District but not within the boundaries of the Metropolitan Water District of Southern California and the San Diego County Water Authority.

2. SCHEDULE OF SEWER CHARGES

(A) Sewer standby assessment or availability charges are hereby fixed and established for Fiscal Year 2009-2010 as follows:

- (1) In Improvement Districts No. 14, 18 and Assessment District No. 4 (Hillside), the charges shall be \$30.00 per acre of land and \$10.00 per parcel of land less than one acre. The preceding charges shall not apply, upon petition by the property owner, to the following:
 - (a) any portion of a parcel which is undeveloped and maintained in its natural state within an Open Space Area as a requirement under the San Diego County General Plan, provided the owner of such parcel files proof,

satisfactory to the District, of such designed Open Space Area;

(b) any portion of a parcel located within an area designated by the County of San Diego as a floodway or floodplain; or

(c) any portion of a parcel of land which exceeds a slope of 30% and which is not within a legal subdivision, lot split or planned lot split or planned residential development.

3. DEFERRALS

(A) Deferral of Charge, Purpose Situations may arise when an owner of a parcel of land does not use and has no present intention of using water and/or sewer provided by the District on a parcel of land, as defined in Section 4. The purpose of this section is to permit an evaluation by the District, on a case-by-case basis, of the circumstances which pertain to such situations to determine whether a deferral of charges should be approved according to the terms and conditions herein provided.

Any owner of a parcel of land who believes that the amount of the water and/or sewer availability charges fixed against such parcel should be deferred may file an application with the District for deferral of the charge, as follows:

(a) Application The application shall include a statement describing the circumstances and factual elements which support the request for deferral.

(b) The General Manager shall consider the request within sixty (60) days after the filing of a

completed application. If the application for deferral meets the established criteria, the General Manager may decide whether to approve the request and order the charge deferred accordingly. If the request is denied, the applicant shall be notified in writing stating the reasons for the denial.

(B) Appeal to Board of Directors If the General Manager denies a request, the owner may file an appeal with the Board of Directors within sixty (60) days after such denial. No new application for deferral need be considered by the General Manager until expiration of twelve (12) months from the date of a denial, unless differently directed by the Board of Directors.

(C) Deferred Charges on Restricted Parcels, Criteria The levy of the charge may be deferred annually as to any parcel of land which meets each of the following criteria:

- (a) The owner of such parcel makes a timely application requesting deferral of the charge.
- (b) The parcel, which is the subject of the request, will become subject to enforceable restrictions which prohibits the connection to the District sewer system or use of water on the parcel, except by means of natural precipitation or runoff; provided, however, if considered appropriate by the General Manager, local water may be used for limited domestic stock watering and irrigation uses.

- (c) The owner executed a recordable agreement which includes provisions that:
- (1) set forth the enforceable restrictions pertinent to the subject parcel;
 - (2) the agreement may be terminated upon written request by the owner and payment of all deferred water and/or sewer availability charges, plus interest thereon, compounded annually, and accruing at the legal rate from the date such charges would have been otherwise due and payable;
 - (3) no water and/or sewer service from the District shall be provided to such parcel for a period of ten (10) years after the total amount due for the charges deferred, plus annually compounded interest, is paid in full to the District, unless a surcharge penalty as described below is paid to the District prior to connection of any water and/or sewer service;
 - (4) if the surcharge is not paid, during the ten (10) year period, while water and/or sewer service is not available to the subject land, the owner shall pay all annual water or availability charges as fixed; and
 - (5) contains such other provisions considered by the General Manager to be appropriate.

(D) Surcharge Upon termination of the deferral agreement, an owner may elect to receive water and/or sewer service prior to the expiration of the ten (10) year penalty period upon payment of a surcharge. The surcharge shall be equal to the amount of the annual water and/or sewer availability charges fixed for the parcel(s) of land in the year of election to receive water and/or sewer service multiplied by the number of years remaining of the ten (10) year penalty period. This surcharge shall also apply if a property owner develops a parcel that is subject to a deferral agreement without termination of said agreement.

(E) Enforcement Procedures In order to insure that terms and conditions of the recordable agreement are being met, the General Manager shall:

- (1) Maintain a record of all parcels approved for deferral of the water assessments or availability charges.
- (2) Report to the Board of Directors any instances where the terms of the agreement are being violated.
- (3) Take such other actions or procedures considered appropriate.

4. DEFINITION OF PARCEL The term "parcel" as used herein shall mean a parcel of land as shown on the assessment rolls of the County Assessor of San Diego County as of March, 2009.

5. NOTICE AND REQUEST TO THE BOARD OF SUPERVISORS AND AUDITOR
As provided in Sections 71634 to 71637, on or before the third

Monday in August, 2009, the Secretary of this District shall furnish, in writing to the Board of Supervisors of San Diego County and to the County Auditor, a description of the land within the District upon which availability charges are to be levied and collected for Fiscal Year 2009-2010 together with the amount of the assessments or charges. At the time and in the manner required by law for the levying of taxes for county purposes, the Board of Supervisors of San Diego County shall levy, in addition to taxes it levies, water and/or sewer availability charges in the amounts fixed by this Resolution for the respective parcels of land described in Section 1 of this Resolution. All County officers charged with the duty of collecting taxes shall collect the charges with the regular property tax payments in the same form and manner as County taxes are collected. Such availability charges are a lien on the property with respect to which they are fixed. Collection of the charges may be enforced by the same means as provided for the enforcement of liens for state and county taxes.

6. CERTIFICATION TO COUNTY BOARD OF SUPERVISORS The District certifies that this Resolution complies with the provisions of Article XIIIID of the California Constitution in that the availability charges are existing charges first set by the Board of Directors of the District prior to November 6, 1996. At the time the availability charges were initially established, the District followed the applicable provisions of law then in effect, and the District has continued to comply with such provisions, including any requirements for notices or hearings,

as from time to time in effect. Therefore, pursuant to Section 71632 and Section 71638 of the California Water Code, as currently in effect, the District may continue the availability charges in successive years at the same rate. The District further certifies that the charge is not increased hereby and the methodology for the rate is the same as in previous years. The charge is imposed exclusively to finance the capital costs, maintenance and operating expenses of the water or sewer system of the District, as applicable.

7. CERTIFIED COPIES The Secretary of this District shall deliver certified copies of this Resolution to the Board of Supervisors and to the Auditor of San Diego County with the list of charges described in Section 4 above.

8. CORRECTIONS; OTHER ACTIONS The General Manager of the District is hereby authorized to correct any clerical error made in any assessment or charge pursuant to this Resolution and to make an appropriate adjustment in any assessment or charge made in error. Furthermore, the General Manager and the Secretary of this District are hereby directed to take any further actions and deliver such documents and certificates as necessary to carry out the purpose of this Resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting duly held this 1st day of July, 2009.

President

ATTEST:

Secretary

APPROVED AS TO FORM:

District Counsel

I HEREBY CERTIFY that the foregoing Resolution No. 4137 was duly adopted by the BOARD OF DIRECTORS of the OTAY WATER DISTRICT at a regular meeting thereof held on the 1st day of July, 2009 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

District Secretary



AGENDA ITEM 7i

STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Joseph <i>JTB</i> Beachem, Chief Financial Officer	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):	German Alvarez <i>GA</i> Assistant General Manager, Administration and Finance		
SUBJECT:	Adopt Resolution No. 4137 Allowing for Reimbursement of Certain Expenditures from the Proceeds of the Debt Obligations of the District Anticipated to be Issued During 2010		

GENERAL MANAGER'S RECOMMENDATION:

That the Board adopt Resolution No. 4137 allowing for the reimbursement of certain expenditures from the proceeds of the debt obligations of the District anticipated to be issued during 2010 (the "Obligations").

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To present for the Board's consideration the adoption of Resolution No. 4137 declaring the District's intent to reimburse certain expenditures from the proceeds of the Obligations.

ANALYSIS:

The District anticipates the issuance of the Obligations during 2010 to finance approximately \$41 million with issuance costs of approximately \$1.3 million. In any case, the District does not anticipate a debt issuance larger than \$45 million in 2010 to pay for capital improvement projects over the next two fiscal years. The Resolution declares the intent of the District to reimburse itself from the proceeds of the Obligations for any qualifying expenditures incurred prior to the issuance of the Obligations. It should be noted that the U.S. Tax Code allows the District to reimburse itself for any such expenditures

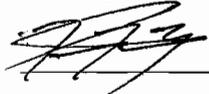
incurred within the 60 days prior to the adoption of the Resolution.

Between May 2, 2009 and the date of issuance of the Obligations, the District will spend approximately \$18 million on capital improvements that would qualify for payment from proceeds of the Obligations. The District staff anticipates applying funds from its General Fund, from its capital reserves, and other legally available sources to pay for expenditures that become due prior to the issuance of the Obligations. The Resolution will allow the District to replenish its General Fund and other capital reserves.

This reimbursement Resolution also assists the District in meeting the arbitrage spend-down requirements that maximize interest earnings on the bond proceeds, which can then be used by the District as opposed to being reimbursed to the IRS.

Treasury and Internal Revenue Code Regulations require adoption of the Resolution as an "official action", which then qualifies the District to reimburse itself upon the issuance of tax exempt debt. The adoption of the attached Resolution, however, does not irrevocably bind the District to issue the Obligations. It merely spells out the District's current intent to do so at some future date and preserves the District's right to reimburse itself for qualified expenditures.

FISCAL IMPACT:



The potential reimbursement of \$18 million in CIP expenditures will assist the District in maintaining its operating and capital reserve levels in accordance with the District's Reserve Policy.

STRATEGIC GOAL:

The District ensures its continued financial health through long-term financial planning and debt planning.

LEGAL IMPACT:

None.



General Manager

Attachments:

- A) Committee Action Form
- B) Resolution No. 4137



ATTACHMENT A

SUBJECT/PROJECT:	Adopt Resolution No. 4137 Allowing for Reimbursement of Certain Expenditures from the Proceeds of the Debt Obligations Anticipated to be Issued During 2010
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- Staff indicated that by the Board's adoption of Resolution No. 4137, it will qualify the District to reimburse itself for qualified expenditures on capital improvements that become due prior to the issuance of the Obligation Bonds.
- The resolution will also allow the District to meet arbitrage spend-down requirements. If the District spends obligation monies within two years, then it is exempt from reimbursing the IRS for any amount of interest earned that exceeds interest paid.
- It was noted that the board's adoption of Resolution No. 4137 does not obligate the District to issue debt it just indicates that the District's current intent is to do so at a future date and preserves the District's right to reimburse itself for qualified expenditures.
- The adoption of this resolution is beneficial to the District and staff recommends adoption of Resolution No. 4137.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.

RESOLUTION NO. 4137

RESOLUTION OF THE BOARD OF DIRECTORS OF THE OTAY
WATER DISTRICT, CALIFORNIA, DECLARING ITS
INTENTION TO REIMBURSE EXPENDITURES FROM THE
PROCEEDS OF CERTAIN DEBT OBLIGATIONS TO BE ISSUED

WHEREAS, the Otay Water District (the ``District'') desires to finance the construction and acquisition of the public facilities that constitute the Project (as defined below); and

WHEREAS, the District reasonably expects, as of the date hereof, to finance expenditures relating to the Project by authorizing the sale and delivery of one or more series of Obligations (as defined below); and

WHEREAS, United States Income Tax Regulations section 1.150-2 provides generally that proceeds of tax-exempt debt used to reimburse expenditures paid prior to the date of issuance of such debt are treated as expended only if certain procedures are followed, one of which is a requirement that (with certain exceptions), prior to the payment of any such expenditures, the issuer declares an intention to reimburse such expenditure; and

WHEREAS, the District reasonably expects to expend some funds in connection with the Project prior to the issuance of debt for such purpose; and

WHEREAS, the District reasonably expects, as of the date hereof, to reimburse such expenditures by allocating a portion of the proceeds of the Obligations to the reimbursement of such expenditures; and

WHEREAS, it is in the public interest and for the public benefit that the District declares its official intent to reimburse the expenditures referenced herein.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF DIRECTORS of the OTAY WATER DISTRICT as follows:

Section 1. The District intends to issue one or more series of obligations (the ``Obligations'') the proceeds of which will be used for the acquisition, construction, repair, improvement, delivery, design, installation, furnishing and equipping of certain capital facilities of the District's water system (the ``Project'').

Section 2. The District hereby declares that it reasonably expects to (i) pay certain costs of the Project prior to the date of issuance of the Obligations; and (ii) use a portion of the proceeds of the Obligations for reimbursement of expenditures for the Project that are paid prior to the issuance of the Obligations.

Section 3. The aggregate maximum principal amount of the Obligations to be issued is expected not to exceed \$45,000,000.

Section 4. In addition to reimbursing the District, the proceeds from the Obligations are anticipated to be used for costs and expenses related to the Project, funding a reserve fund and paying certain costs of issuance related thereto.

Section 5. The reimbursement allocation to be made with respect to an expenditure will occur not later than eighteen (18) months after the later of (i) the date on which the expenditure is paid, or (ii) the date on which the Project is placed in service, but in no event more than three years after the expenditure is paid.

Section 6. This Resolution expresses the District's expectations as of this date with respect to the financing of the construction and acquisition of the Project. Future events or extraordinary circumstances beyond the control of the District may result in the Project being financed in a manner other than as described in this Resolution, and nothing contained herein constitutes an irrevocable commitment by the District to issue the Obligations.

Section 7. All actions heretofore taken by the officers, or their respective designees, employees and agents of the Board of Directors of the District in connection with the financing of the Project are hereby ratified and confirmed.

Section 8. This Resolution shall take effect immediately upon its adoption.

Section 9. The District Secretary shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED this 1st day of July, 2009.

Ayes:

Noes:

Abstain:

Absent:

President

ATTEST:

District Secretary

APPROVED AS TO FORM:

District Counsel

I HEREBY CERTIFY that the foregoing Resolution No. 4137 was duly adopted by the BOARD OF DIRECTORS of the OTAY WATER DISTRICT at a regular meeting thereof held on the 1st day of July, 2009 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

District Secretary



AGENDA ITEM 7j

STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	July 1, 2009
SUBMITTED BY:	<i>James Cudlip</i> James Cudlip, Finance Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief):	Joseph R. Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	<i>German Alvarez</i> German Alvarez, Assistant General Manager, Administration and Finance		
SUBJECT:	Negotiate a Contract with Harrell & Company Advisors, LLC to Assist with a Debt Issuance and Potential Refinancing		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to negotiate a contract not to exceed \$81,000 with Harrell & Company Advisors, to serve as the Financial Advisor for a debt issuance of approximately \$41 million in Certificates of Participation (COPS), and the potential refinancing of the ID 27 General Obligation Bonds of approximately \$9 million.

COMMITTEE ACTION: _____

See Attachment A.

BACKGROUND:

As a part of the FY 2010 budget process, staff completed an update of the District's long-range rate model and six-year Capital Improvement Program (CIP) that was reviewed and approved by the Board on May 21, 2009. While the rate model shows that 1/2 of the planned CIP is supported by reserves and developer fees, the remaining funding is planned to come from separate debt issuances in 2010, 2012 and 2014. The first debt issuance is currently planned to consist of Certificates of Participation (COPS) in an aggregate amount of approximately \$41 million, to be completed in Spring 2010. The exact dollar amount will be determined as we get closer to the issue date, based on the timing and progress of the specific CIP projects that these bond funds will support over the next two years.

Additionally, based on current market interest rates available in Spring 2010, we may also attempt to refinance the outstanding ID 27 General Obligation Bonds if it is possible to show a net savings over and above the threshold amount defined in the District's Debt Policy.

The hiring of a Financial Advisor will facilitate this debt issuance and refinancing by providing the technical industry expertise necessary to assist in a review and possible upgrade of the District's overall bond rating by the industry rating agencies, and the completion of all report filings in accordance with California State and US Securities and Exchange Commission regulations.

The role of a Financial Advisor in support of a debt issuance is to assist the District's financial management staff in planning and completing the following actions:

- Update the District's public credit ratings with the rating agencies (currently AA with Standard & Poor's and AA- with Fitch).
- Develop a financing plan and schedule.
- Assist in the selection and formation of a financing team including, as necessary, bond counsel, disclosure counsel, bond insurance company, underwriter, trustee, and other professionals as necessary.
- Prepare and coordinate the preparation of the Official Statement and disclosure documents.
- Prepare credit profiles and presentations, with staff participation, to bond insurance companies and/or rating agencies.
- Assist in negotiations with bond insurers and/or letter of credit providers.
- Manage a competitive or negotiated sale process.

ANALYSIS:

Staff has solicited proposals for the services of a Financial Advisor. Requests for Proposal (RFP) were sent to ten Financial Advisors who expressed interest in working with the District. The requests were emailed on May 28, 2009, with a due date of June 10, 2009. Three proposals were received and these were evaluated based on the criteria published in the request.

- | | |
|-------------------------------------|-----------|
| 1. Bartle Wells Associates* | \$145,000 |
| 2. Fieldman, Rolapp & Associates | \$ 85,500 |
| 3. Harrell & Company Advisors, LLC* | \$ 81,000 |

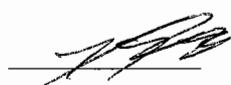
* Bartle Wells Associates and Harrell & Company Advisors, LLC include costs for preparation of the Official Statement while Fieldman, Rolapp & Associates does not. Also, Harrell & Company Advisors, LLC is the only proposal that put a maximum on the out-of-pocket expenses of \$3,000 which is included in the pricing above.

Staff believes that Harrell & Company Advisors is the best choice and the most qualified respondent based on the following additional factors: 1) overall knowledge and experience; 2) response to the requested services; 3) detailed familiarity and prior consulting contract work experience with the District; 4) recent similar financial advisor work with the City of Chula Vista; and 5) highly favorable responses to reference checks.

In 2006, the District contracted Harrell & Company to assist in preparing a Financing Plan and to act as Financial Advisor for the successful issue of the District's 2007 COPS. The Financing Plan focuses on the District's debt financings, both existing and future. In order to evaluate the future financing needs of the District, numerous factors were considered which include: reserve levels, operating income, grants, bond covenants, credit ratings, and the CIP Budget. This information was used to develop a model identifying the debt requirements for the next six years. Additionally, Harrell & Company has recent similar experience in securing utility financing for the County of Santa Cruz, CA; the Redevelopment Agency of the City of Chula Vista, CA; and the City of Palm Springs, CA.

Harrell & Company has proposed a not-to-exceed price for District financial advisor services. Staff recommends that the Board supports the recommendation to authorize the General Manager to negotiate and execute a contract with Harrell & Company Advisors, LLC for a price not to exceed \$81,000.

FISCAL IMPACT:



The debt issuance will generate approximately \$41 million in funds necessary to continue progress for the next two years on the District's Capital Improvement Plan (CIP). Also, if financial conditions are favorable, refinancing the ID 27 General Obligation Bonds will result in a net saving of interest

expense over the remaining life of the bonds. The not-to-exceed cost of this Financial Advisor (\$81,000) will only be realized as the debt issuance and refinancing are realized. All costs will be paid from the proceeds of the debt obligations.

STRATEGIC GOAL:

To raise funds necessary to complete the District's projected CIP projects over the next two years.

LEGAL IMPACT: _____

None.



General Manager

Attachments:

A: Committee Action Form



ATTACHMENT A

SUBJECT/PROJECT:	Negotiate a Contract with Harrell & Company Advisors, LLC to Assist with a Potential Debt Issuance and Refinancing
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- As planned in the Fiscal Year 2010 budget, the District intends to issue debt (Certificates of Deposits) in February or March 2010 to finance specific, qualified CIP projects. Also, based on current market conditions, staff may also attempt to refinance the outstanding ID 27 General Obligation bonds if the interest rates in the Spring of 2010 are favorable.
- Staff is recommending that the District retain an Financial Consultant to facilitate the debt issuance and refinancing.
- Staff forwarded an RFP request to ten (10) Financial Advisors and received three (3) proposals. Staff reviewed the proposals and based on knowledge and experience, response to requested services, familiarity with District and very positive references, staff recommends awarding the Financial Advisor contract to Harrell & Company Advisors, LLC. Harrell & Company Advisors, LLC is also the lowest bidder.
- Staff indicated that Harrell & Company Advisors, LLC has also done good work for the District in the past.
- It was indicated that the District may not issue the full \$41 million if it is felt that the qualified CIP projects cannot be completed within two (2) years.
- The committee inquired if the the District would still pay the full \$81,000 on the Financial Advisor contract if it does not issue the full \$41 million. Staff indicated that the District would not and the fee would be based on the total debt issued. The committee requested that

staff include what the fee would be at different debt issuance levels. Staff created a table which is attached to these notes.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.

HARRELL & CO. - PRICING

<u>COPS</u>		<u>GO Bonds</u>	<u>Official Statement</u>	<u>Expenses</u>	<u>Total</u>
\$30 million - \$33 million	40,000	18,000	10,000	3,000	\$71,000
\$33 million - \$36 million	43,000	18,000	10,000	3,000	\$74,000
\$36 million - \$39 million	46,000	18,000	10,000	3,000	\$77,000
\$39 million - \$42 million	48,000	18,000	10,000	3,000	\$79,000
\$42 million - \$45 million	50,000	18,000	10,000	3,000	\$81,000
Over \$45 million	60,000	18,000	10,000	3,000	\$91,000



AGENDA ITEM 7k

STAFF REPORT

TYPE	Regular Board	MEETING DATE:	July 1, 2009
MEETING:			
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):			
SUBJECT:	REJECTION OF JOEL O. ANINIPOK CLAIM		

GENERAL MANAGER'S RECOMMENDATION:

That the Board reject the claim submitted June 9, 2009, by Mr. Joel O. Aninipok, for \$1,050 for medical and lost wages related to an accident with a District vehicle on April 17, 2009.

COMMITTEE ACTION: _____

Please see Attachment "A".

PURPOSE:

To recommend to the Board to reject a claim by Mr. Joel O. Aninipok related to expenses from an accident with a District vehicle driven by a District employee on April 17, 2009.

ANALYSIS:

On April 17, 2009, Mr. Aninipok's vehicle was hit by a District vehicle driven by Patricia Moss, Customer Service Field Representative. Ms. Moss was just pulling away from the curb when her vehicle came in contact with Mr. Aninipok's Chevy Suburban. Ms. Moss had looked over her left shoulder, had seen the Suburban and thought it had already passed. Ms. Moss' vehicle made contact as she started to move.

Expenses for repairs to Mr. Aninipok's vehicle in the amount of \$2,022.25 has been paid by the District's insurance carrier, Special District's Risk Management Authority (SDRMA). There is a \$1,000 deductible for Automobile Liability. The District vehicle damages were repaired for \$383.84.

Mr. Aninipok has filed a claim for medical expenses in the amount of \$450 and for lost wages in the amount of \$600, for a total of \$1,050. Based on SDRMA's investigation and review of documents submitted by Mr. Aninipok, Ms. Karen Lafferty, Senior Claims Examiner, recommends the District reject Mr. Aninipok's claim.

If Mr. Aninipok provides sufficient documentation to support his additional claim for medical and lost wages, SDRMA will reconsider his claim.

FISCAL IMPACT:



None at this time.

STRATEGIC GOAL:

This item supports the District's strategy of:

- Ensure Full Cost Recovery

LEGAL IMPACT:

None.


General Manager

- Attachments:
- Attachment "A" - Committee Action Report
 - Attachment "B" - Incident/Accident Investigation Report
 - Attachment "C" - Claim Against Otay Water District
 - Attachment "D" - Copy of Estimate for Repairs
 - Attachment "E" - Letter from SDRMA providing status of claim



ATTACHMENT A

SUBJECT/PROJECT:	REJECTION OF JOEL O. ANINIPOK CLAIM
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- On April 17, 2009, Mr. Aninipok's vehicle was hit by a District vehicle. His vehicle was repaired and the expenses for the repair was paid by the District's insurance carrier, Special District's Risk Management Authority (SDRMA), in the amount of \$2,022.25.
- Mr. Aninipok has filed a claim for medical expenses and lost wages totaling \$1,050. Mr. Aninipok has been communicating with SDRMA directly and he has not been able to provide sufficient documentation to support his claim.
- SDRMA is recommending that the District reject Mr. Aninipok's claim. If he is able to provide sufficient back-up then SDRMA will reconsider.
- It was noted that the District has a \$1000 deductible for Automobile Liability and that SDRMA covers liability for medical expenses and lost wages.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board on the consent calendar.



Incident / Accident Investigation Report

Report by: Ted Cudal, CSP, CHMM
 Safety and Security Administrator
 Date: April 20, 2009

Introduction

An incident is any unplanned event that is predictable and results in personal injury or in property damage. All incidents are preventable.

An accident is any event that is unpredictable and may cause personal injury or property damage that could be considered natural events like: unforeseen equipment failure, landslides, earthquakes, or "Acts of God." Most accidents involving natural events may not be preventable.

Investigations determine how and why either of these events occurred. The purpose of the investigation is to prevent future incidents.

Background

On Friday, April 17, 2009 Patricia Moss, Customer Service Field Representative I, hit a Chevy Suburban, owned by Mr. Joel Aninipok located on the corner of 1998 Moss Landing, Chula Vista, CA 91913. The incident occurred while pulling out vehicle #130 Ford Ranger from the curb. The incident was reported immediately to Allan Raymundo, Lead Customer Service Field Representative; Ted Cudal, Safety and Security Administrator; and Elaine Henderson, Manager, Customer Service. (Incident Report dated: April 17, 2009)

Accounts of the Incident

The attached incident statement(s) and vehicle incident report indicate:

- 1) Property damage is estimated at \$2,022.25 for Mr. Aninipok's vehicle and \$383.84 for District vehicle #130. (See Attached Estimates)
- 2) The incident involved the driving from a parked position onto a traffic lane (by a corner and curb), from a Ford Ranger (#130); during which the vehicle #130 struck Mr. Aninipok's vehicle.
- 3) The driver reported the incident immediately to her supervisor.
- 4) The employee drug screening results taken on April 17, 2009. Results were negative.

Attachments: 1) *Driver's Report of Incident*
 2) *Incident pictures*

Root Cause Analysis

The primary cause of this incident was the driver misjudging that the passing vehicle had cleared her truck prior to pulling into the traffic lane.

A review of training record indicates that he successfully completed the following online driver safety courses:

Moss, Patricia	Fleet Program Safe Backing	06/05/2008	80%
Moss, Patricia	Fleet Program Driver Safety Orientation	05/06/2008	90%
Moss, Patricia	Defensive Driving Training - Cuyamaca	02/22/2007	Participant
Moss, Patricia	Safety Stand down – Driving Safety	12/07/2006	Participant

The primary root cause: an unsafe act by the driver due to inattention.

Recommendations

Have Patricia Moss present to the Customer Service Department a "Driver Safety / Driving Awareness" topic during a bi-weekly Tailgate and complete Fleet Driver Safety training courses.

Conclusion

This incident was preventable. The implementation of the recommendations should assist in preventing future re-occurrences.

Follow-up Actions

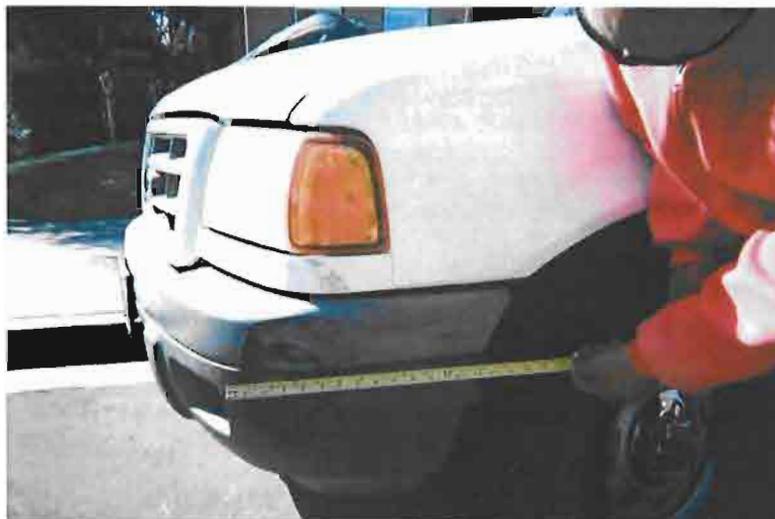
1. The Safety and Security Administrator will review and update the Driver Safety training and Fleet Accident Reporting Procedure. **(Due by: April 30, 2009)**
2. Lessons learned from this incident will be disseminated at the next District Safety Committee meeting. **(Due next Quarterly Meeting: June 30, 2009)**
3. The Customer Service Department will assign the required Online Fleet Driver Safety Courses to be completed within a 10 month period **(Assigned to the driver before: May 31, 2009)**.
4. The Customer Service Department will have Patricia Moss conduct a "Driver Safety / Driving Awareness" training and record the training event **(Submit to the Safety and Security Administrator by: May 15, 2009)**
5. The Customer Service Department will recommend any other corrective measures.



Ted Cudal, CSP, CHMM
Safety and Security Administrator



PICTURES:









DRIVER'S REPORT OF INCIDENT

(Immediately report this incident to your Supervisor)

Date of Incident: 04.17.09 Time of Incident: 0800 (AM) ~~PM~~ APPROX

Location of Incident: 1998 MOSS LANDING

Road Conditions: Dry Wet Dirt Other Weather: Clear Cloudy Fog Rain

Direction of Travel of District Vehicle: NORTH Speed: 01 mph APPROX

Direction of Travel of Other Vehicle: NORTH Speed 10 mph APPROX

Police Report Taken? Yes No Policy Agency: NONE Report/Badge #: _____

DISTRICT VEHICLE (VEHICLE #1)

Year 01 Make FORD Model RANGER Unit #: 130 Plate #: 109111 VIN #: 1FTYR14U41PA73330

Driver: PATRICIA R. MOSS DOB: 01.01.1966 CDL #: C4850433 01.10 EXP

Damage to Vehicle: (L) DRIVER SIDE BUMPER, LIGHT - SCRAP(S)

Destination prior to accident: PADDING RIVER

Passengers: (O) NONE

VEHICLE #2

Year 08 Make CHEVY Model SUBURBAN Plate #: 6PHL602 VIN #: 1GNEK163X8J219184

Driver: JOEL ANINIPOK DOB: 01.09.1969 CDL #: A1467424

Driver Address: 1958 MOSS LANDING Driver Phone: 619.410.8825

Damage to Vehicle: (R) PASSENGER DOOR - FRONT, (R) REAR PASSENGER DOOR - SCRATCH

Destination prior to accident: UNKNOWN

Passengers: (1) WIFE - MARTHA ANINIPOK (8 yrs) (2) JOEL E. ANINIPOK (8 yrs) (3) CIRIA ANINIPOK (9 yrs) (4) MARTHA D. ANINIPOK (2 yrs)

Insurance Company: STATE FARM Policy #: 1307720-A16-55B

Owner Name: JOEL ANINIPOK Owner Address: 1958 MOSS LANDING 619.410.8825

VEHICLE #3

Year _____ Make NONE Model _____ Plate #: _____ VIN #: _____

Driver: _____ DOB: _____ CDL #: _____

Driver Address: _____ Driver Phone: _____

Damage to Vehicle: _____

Destination prior to accident: _____

Passengers: _____

Insurance Company: _____ Policy #: _____

Owner Name: _____ Owner Address: _____

BE SURE TO TAKE PHOTOGRAPHS!

OTHER PROPERTY DAMAGE(S):

No

INJURED PERSONS:

No

Name and Address:	<input type="checkbox"/> Injury	<input type="checkbox"/> Fatality	<input type="checkbox"/> Driver <input type="checkbox"/> Passenger	<input type="checkbox"/> In Your Vehicle <input type="checkbox"/> In Other Vehicle	<input type="checkbox"/> Bicyclist <input type="checkbox"/> Pedestrian
-------------------	---------------------------------	-----------------------------------	---	---	---

Name and Address:	<input type="checkbox"/> Injury	<input type="checkbox"/> Fatality	<input type="checkbox"/> Driver <input type="checkbox"/> Passenger	<input type="checkbox"/> In Your Vehicle <input type="checkbox"/> In Other Vehicle	<input type="checkbox"/> Bicyclist <input type="checkbox"/> Pedestrian
-------------------	---------------------------------	-----------------------------------	---	---	---

Name and Address:	<input type="checkbox"/> Injury	<input type="checkbox"/> Fatality	<input type="checkbox"/> Driver <input type="checkbox"/> Passenger	<input type="checkbox"/> In Your Vehicle <input type="checkbox"/> In Other Vehicle	<input type="checkbox"/> Bicyclist <input type="checkbox"/> Pedestrian
-------------------	---------------------------------	-----------------------------------	---	---	---

NARRATIVE REPORT: Briefly describe the accident: Add pertinent information not addressed above:

SEE ATTACHED

1 Your Vehicle

2 Other Vehicle(s)

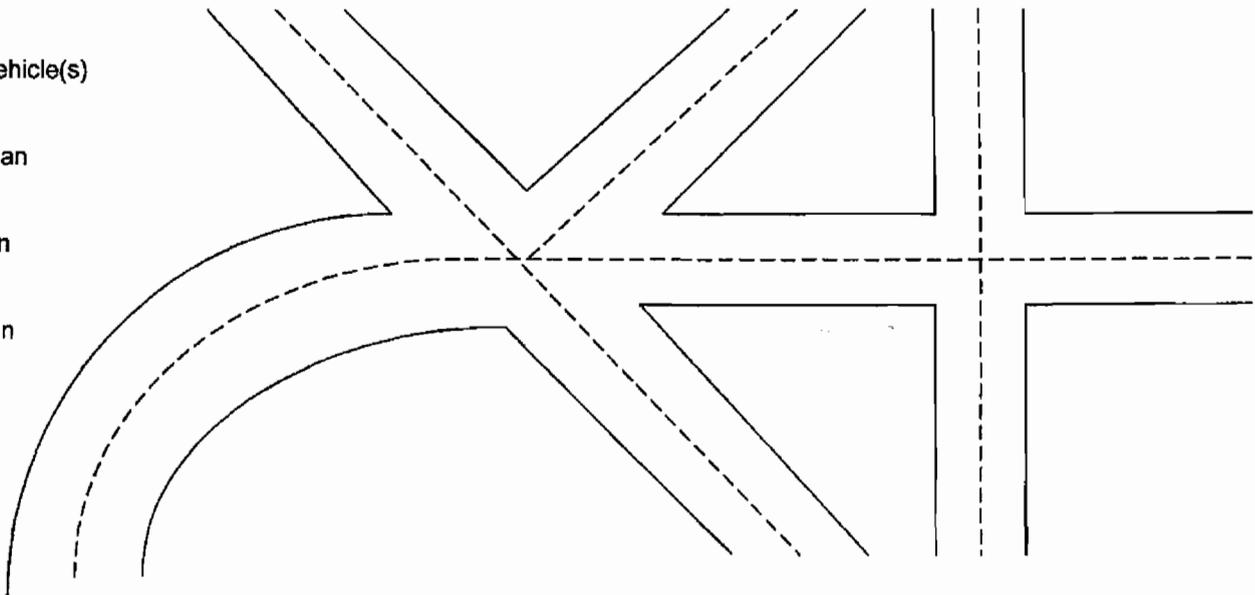
 Pedestrian

 Stop Sign

 Yield Sign

 Signal

 Bicycle



April 17, 2009

On Friday, April 17, 2009, at approximately 0800, I was reading route 1302. I parked my Otay vehicle #130 facing East, on the Southside of Honey lake and noticed the "No Parking" sign.

At this time, I turned my vehicle around to Moss Landing. There were no parking spaces available due to trash containers and vehicles parked on street in the early AM hours.

I Went South on Moss Landing, to the end of cul de sac, turned around heading North and parked my vehicle in the only open spot at 1998 Moss Landing.

I proceeded to read the meters on Moss Landing. Once finished reading, I got into my vehicle, placed my handheld on the seat, put the keys into the ignition, turned on vehicle, and looked over my left shoulder to see if any vehicles were coming.

No other vehicles were coming at the time I looked. One had just passed me. I thought that vehicle was already gone.

As I was turning my head back, releasing off the brake, the black SUV was in front of my vehicle. I made contact with the SUV just as I started to move.

I immediately stopped. The owner of the SUV got out of his vehicle.

I backed up slightly because of the location of both vehicles on the main corner of Honey Lake and Moss Landing. This is the only entrance for residents to enter and exit. This is a narrow street.

I thought the SUV owner was going to move his vehicle. He went back toward the driver's side, but did not move his vehicle. Went to get insurance information.

I got out of my vehicle. Only statements made by myself were, "I'm Sorry", and "When It Rains it pours." I immediately called my Supervisor Alan Raymundo at approximately 0802 and notified him I was in an accident. At this time, I began to fill out my Otay Accident Report, Exchanged information with driver of other vehicle, and took pictures.

As I was taken pictures, I realized there were other passengers inside the SUV, one adult and three children, ages 09, 08 and 02 years. The wife stayed inside the vehicle while we were exchanging information and while I was taken pictures.

Alan Raymundo and Al Vitela arrived at accident scene and assisted.

Mr. Aninipok requested that we call Chula Vista Police Department (CVPD). Al Vitela made the phone call to CVPD. It was told to Al Vitela that CVPD would not come out and to exchange information. Al Vitela than notified Mr. Aninipok that CVPD was not coming.

Approximately thirty minutes after accident, Mrs. Aninipok and children got out of the SUV and walked south toward their home. A few minutes later Mrs. Aninipok returned with a white SUV Escalade pickup and parked on Honey Lake.

Mr. Aninipok was talking on his cell phone, handed his wife a car seat. I then motioned to Mr. Aninipok if he needed help with anything; he motioned to me, no.

I then went back by my vehicle to wait for safety officer, Ted Cudal and Elaine Henderson to arrive.

Mr. Aninipok finished with his phone business and asked if there was anything else. I asked Mr. Aninipok for his birth date for the Otay incident report and Al Vitela got a statement from Mr. Aninipok.

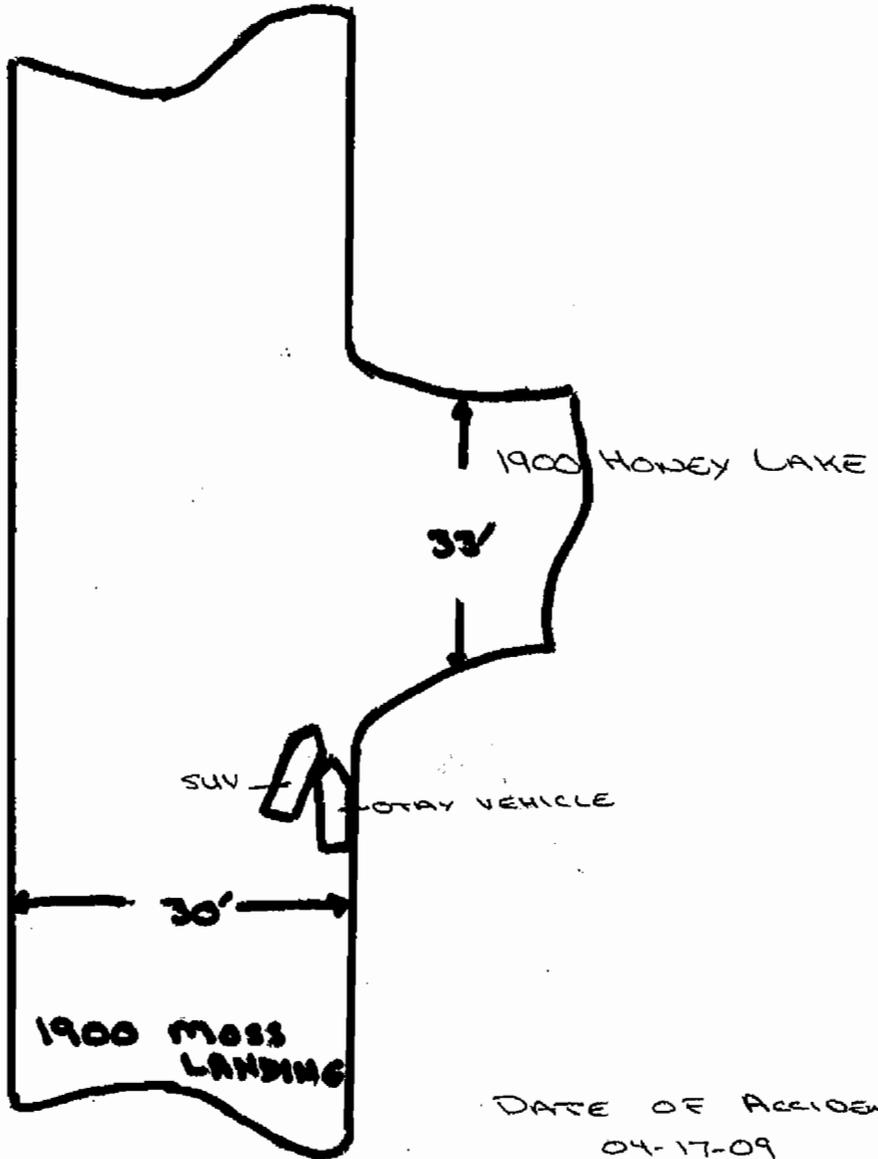
Mr. Aninipok then turned his vehicle around, headed South toward his house and parked the vehicle. Ted Cudal arrived at accident scene. Looked at Otay vehicle, asked me what happened, asked about injuries, damages, and if pictures were taken. Ted Cudal talked with Alan Raymundo, Al Vitela and went to see the other vehicle at 1958 Moss Landing. The vehicle was not visible, parked inside the garage.

Elaine Henderson arrived at accident scene, looked at Otay vehicle, and asked what happened, talked with Alan Raymundo and instructed me to come back to Otay District finish up accident report and other requirements.

I arrived at Otay Water District to complete all necessary paperwork.

 04-17-09 #1711
Patricia R. Moss

N
NOT TO
SCALE



DATE OF ACCIDENT
04-17-09

POINT OF IMPACT
6' W WCL
1900 MOSS LANDING
9' S SCL 1900
HONEY LAKE

ALBERT VITELA
4-18-09



Bird's eye view maps can't be printed, so another map view has been substituted.

Date: 04/17/2009
Location: 1900 Moss Landing
Chula Vista, Ca.

On April 17, 2009, at approximately 9:12, I spoke to the driver of the other vehicle, identified as Joel Aninipok, in regards to the traffic accident.

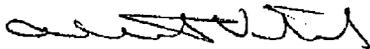
Aninipok essentially stated the following:

I was driving N/B (in the 1900 block) Moss Landing. I saw her, (referring to Patricia Moss) sitting in the truck. I started to pass her making a right turn onto Honey Lake, when we crashed into each other.

There was a black car parked right across the street from her facing southbound on Moss Landing, as I made my turn.

I have spoken to the city of Chula Vista and the Homeowners association about painting these curbs red, so nobody would be will park there. (Referring to where Moss and the black vehicle had parked.) I always make wide turns when cars are parked in those spaces.

The black vehicle that Aninipok was referring to, was no longer parked on the street. The vehicle was now parked in the driveway located at 1995 Moss Landing. The vehicle was a Black Honda Civic, California license plate of 5WRM482.



Albert Vitela

Ted Cudal

From: Doug Rahders
Sent: Wednesday, April 22, 2009 9:55 AM
To: Ted Cudal
Cc: Jerry Munoz
Subject: Estimates

Gentlemen.

Unit 159, lower right fender, \$375.00

Unit 130, bumper, \$233.84, paint to match.
Paint \$150.00
\$383.84

Shop labor, 1 hour to install

Unit 184, bumper, \$343.75, paint to match.
Grill, \$272.10
Paint \$150.00
\$765.85

Shop labor, 2.5 hours to install

Unit 156, mirror, 78.95
Shop labor to install, 1 hour

Also, could I get copies of the accident reports?

Doug Rahders
Otay Water District
Fleet Maintenance Supervisor
Phone: 619-670-2264
FAX: 619-670-5309

Date: April 17, 2009

Location: 1900 block Moss Landing
Chula Vista, Ca.

The damage to the SUV was located on the passenger side door. Measured from the ground up the damaged began at approximately 14 inches up to the highest point of 31 ½ inches. The widest point of damage measured approximately 4 feet 9 inches in length.

The damage to the Otay Water District truck was located on the front left headlight section of the vehicle. Measured from the ground up the damaged began at approximately 15 inches to the highest point of approximately 29 ½ inches. The widest point of damage measured approximately 15 inches in length.



Albert Vitela

JUN 09 2009

CLAIM AGAINST
OTAY WATER DISTRICT

1. Name of Claimant(s): JOEL O ANINIPOK
- Address of Claimant(s): 1958 MOSSLANDING AVE.
CV. CA 91913 Phone No. 619 410 8825
2. Address to which claimant(s) desire(s) notice to be sent (if other than above):

3. Occurrence or transaction which gives rise to claim:
- a) Date: _____ Time: 7:54 AM
- b) Place: CORNER OF MOSSLANDING AVE AND MONEY LAKE
- c) Specify the particular act or omission you claim caused the injury or damage. Include a statement of why you feel the District or its employees were at fault.
SHE WAS PARK ON THE DRIVE WAY, SHE DIDNT LOOK
OVER HER LEFT SHOULDER. AND SHE RAN INTO
MY VEHICLE
4. General description of injury, damage or loss (so far as known as of the date of this claim):
NO INJURIES. JUST DOCTORS VISIT FOR
PHYSICAL EXAMS ON CHILDREN AND WORK
LOSE
5. Name(s) of any District employee(s) causing injury, damage or loss, if known:
PATRICIA MOSS # 1711

6. a) Description of any property damaged:

FRONT RITE PASSENGER DOOR - FRONT RITE FENDER AND
REAR RITE PASSENGER DOOR

b) Name of any person(s) injured and description of personal injury:

JOEL O ANINIPOK (FATHER) MARTHA C. ANINIPOK (MOTHER)
JOEL E. ANINIPOK (SON) 8 YEARS OLD CIRIA H. ANINIPOK (SON) 9 YEARS OLD MARTHA D. ANINIPOK (DAUGHTER) 2 YEAR OLD

7. Amount claimed if less than \$10,000. Be sure to attach invoices or estimates to verify amount of property damage or statement from doctor or hospital for personal injury. If the amount is more than \$10,000, indicate whether jurisdiction would rest in Municipal _____ or Superior Court _____.

a) Amount claimed as of date of claim: \$ _____

b) Estimated amount of any prospective injury, damage or loss: \$ _____

c) Total amount claimed: \$ 1050.00

8. Name, address and telephone number of witness(es) to the incident:

None

9. Any additional information that might be helpful in considering this claim:

WORK LOSE - 4-PAYS @ 150.00 = \$600.
PHYSICAL CHECK ON CHILDRENS (DOCTORS VISIT) @ 75 PER = \$ 450.00

I have read the statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief, and as to such matters I believe that same to be true. I certify under penalty of perjury that the foregoing is true and correct.

Dated: 6-2-9

JOEL O ANINIPOK
Claimant or Authorized Representative

Factura**Centro De Salud****Doctor Trigio Castañeda Sillas***¡Mas Vida!*4069 gustavo Díaz Ordaz
La Mesa, Baja California 22106, Mexico

FACTURA #7354

POR:Joel Anipok
1958 Moss Landing
Chula Vista CA 91913
EEUA
+016194108825

DESCRIPTION		Total
7 Mayo 2009 Examen Annual por:		
Marta Anipok	1 x 50.00 DLS	150.00 DLS
Ciria Anipok	1 x 50.00 DLS	
Joel Anipok	1 x 50.00 DLS	
13 Mayo 2009 General revision de salud por:		
Marta Anipok	1 x 50.00 DLS	150.00 DLS
Ciria Anipok	1 x 50.00 DLS	
Joel Anipok	1 x 50.00 DLS	
20 Mayo 2009 Siga visita por:		
Marta Anipok	1 x 50.00 DLS	150.00 DLS
Ciria Anipok	1 x 50.00 DLS	
Joel Anipok	1 x 50.00 DLS	
TOTAL		450.00 DLS

¡Gracias por su patrocinio!

YOUR BANKING

EARNINGS	HOURS	RATE	AMOUNT	YTD AMOUNT
REGULAR			1500.00	

J & M MOVING SERVICES INC
 12356 MCIVERS COURT DOOR 7
 POWAY, CA 92064

TOTAL EARNINGS			1500.00	10500.00
PLANS STATUS	TAX TYPE	AMOUNT	YTD AMOUNT	
	SOC SEC	93.00	651.00	
	MEDICARE	21.75	152.29	
M 04	FEDERAL	58.33	174.99	
M 04	CA	2.78	8.34	
	DBL	12.00	84.00	

PAY PERIOD [REDACTED]
 CHECK DATE [REDACTED] CHECK [REDACTED]

TOTAL WITHHOLDINGS			187.86	1070.62
ALLOTMENTS	AMOUNT	YTD AMOUNT		

JOEL O ANINIPOK
 1958 MOSS LANDING AVE
 CHULA VISTA CA 91913

SSA [REDACTED] 0003 DEPT# 000100

Payrolls by Paychex, Inc.
 [REDACTED]

NET PAY			1312.14	9429.38
---------	--	--	---------	---------



GC 3748

Facsimile Cover Sheet
Carátula de facsímil

Confidential Business
Confidencial Empresarial

State Farm®
Providing Insurance and Financial Services
Su Compañía de Seguros y Servicios Financieros
Home Office, Bloomington, Illinois 61710
Oficina Central, Bloomington, Illinois

To / A
Karen claim # GC 3748

Date / Fecha
6/3/09

Office/Address / Oficina/Dirección

Telephone number / Número de teléfono

Fax number / Número de fax

Total pages / Cantidad de páginas

Insured / Asegurado(a)

Claim number / Número de reclamo

Policy number / Número de póliza

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Auto Claim Central

From / De

PO Box 25002, Bakersfield, CA 93390-5002

Office/Address/Location / Oficina/Dirección/Lugar

(888) 663-1003

(888) 663-1004

Telephone number / Número de teléfono

Fax number / Número de fax

Message / Mensaje

copy of estimate and letter regarding current payment

State Farm Insurance Companies



June 3, 2009

Bakersfield Operations Center
PO Box 25002
Bakersfield, CA 93380-5002
888 663 1003 Fax 888 663 1004

M-F 7AM-7PM / Sat-Sun 9AM-5PM

Claim: GC3748
Sdrma Claim GC3748
1112 I St #300
Sacramento, CA 95814RE: Insured: Joel Aninipok
Claim Number: 55-J295-589
Date of Loss: April 17, 2009

Dear Karen Lafferty:

We have issued out payment to our insured from their preliminary estimate for \$1522.25, the total amount of the preliminary estimate is \$2022.25, we had deducted \$500 from the estimate when we paid our insured due to them having a \$500 deductible on policy.

If you have any questions, please call us. Any member of our team can assist you.

Sincerely,

Stacy Owens
Claim Processor, Team 4
(888) 663-1003

State Farm Mutual Automobile Insurance Company

Date: 4/22/2009 10:55 AM
 Estimate ID: 55-J295-58901
 Estimate Version: 0
 Committed
 Profile ID: S.D. So. COUNTY

State Farm Insurance Companies
 8989 RIO SAN DIEGO DR #200 SAN DIEGO, CA 92108
 (866) 567-4041

Damage Assessed By: Michelle McElroy

Appraised For: Claim Rep -Year 3
 (888) 663-1003

Supplement FAX (866)566-6595

Type of Loss: Collision (Spec)
 Date of Loss: 4/17/2009
 Deductible: 500.00
 Claim Number: 55-J295-58901

Insured: JOEL ANINIPOK
 Owner: JOEL ANINIPOK
 Address: 195B MOSS LANDING AVE, CHULA VISTA, CA 91913-1603
 Telephone: Home Phone: (619) 941-2801

Mitchell Service: 910725

Description: 2008 Chevrolet Suburban K1500 LTZ
 Body Style: 4D Ut
 VIN: 1GNFK163X8J219184
 Mileage: 14,441
 DEM/ALT: A
 Color: BLACK
 Options: LEATHER SEATS

Vehicle Production Date: 3/08
 Drive Train: 5.3L Inj 8 Cyl 4WD
 License: 6FNL602 CA
 Search Code: SFL326

Line	Entry	Labor	Operation	Line Item	Part Type/ Part Number	Dollar Amount	Labor Units
Item	Number	Type		Description			
1	000070	BDY	REMOVE/INSTALL	FRT BUMPER COVER			1.8 #
2	000202	BDY	REMOVE/INSTALL	R FRT COMBINATION LAMP			0.4 #
3	000512	BDY	REPAIR	R FENDER PANEL	Existing		3.0 *#
4	AUTO	REF	REFINISH	R FENDER OUTSIDE			C 2.0
5	000522	BDY	REMOVE/INSTALL	R FENDER LINER	Existing		INC
6	002482	BDY	REMOVE/INSTALL	R SIDE STEP			0.6
7	001598	BDY	REMOVE/REPLACE	R FRT SECTION DOOR REPAIR PANEL			6.9 #
8	001606	BDY	REMOVE/REPLACE	R FRT DOOR REPAIR PANEL	25904210 GM PART	387.85	INC #
9	AUTO	REF	REFINISH	R FRT DOOR OUTSIDE			C 2.3
10	AUTO	REF	REFINISH	R FRT ADD FOR JAMBS			C 0.5
11	003243	BDY	REMOVE/REPLACE	R FRT DOOR ADHESIVE MOULDING	25991767 GM PART	68.15	0.1
12	AUTO	REF	REFINISH	R FRT DOOR MOULDING			C 0.5
13	001618	BDY	REMOVE/REPLACE	R FRT DOOR ADHESIVE NAMEPLATE	15825694 GM PART	33.93	0.1
14	001817	BDY	REPAIR	R REAR DOOR SHELL	Existing		1.0 *
15	AUTO	REF	REFINISH	R REAR DOOR OUTSIDE			C 2.1
16	900500	REF*	REMOVE/REPLACE	ADJUSTMENT TO REFINISHING	Sublet		* -1.0 *

ESTIMATE RECALL NUMBER: 4/22/2009 10:55:49 55-J295-58901

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Date: 4/22/2009 10:55 AM
 Estimate ID: 55-J295-58901
 Estimate Version: 0
 Committed
 Profile ID: S.D. So. COUNTY

Estimate Totals

I. Labor Subtotals						II. Part Replacement Summary	
Units	Rate	Add'l Labor Amount	Sublet Amount	Totals		Amount	
Body	15.8	46.00	5.00	0.00	731.80	Taxable Parts	489.93
Refinish	10.2	46.00	0.00	0.00	469.20	Sales Tax @ 8.750%	42.87
Non-Taxable Labor				1,201.00	Total Replacement Parts Amount	532.80	
Labor Summary	26.0			1,201.00			
III. Additional Costs				Amount	IV. Adjustments		Amount
Taxable Costs				264.00	Insurance Deductible		500.00-
Sales Tax @ 8.750%				23.10	Customer Responsibility		500.00-
Non-Taxable Costs				1.35			
Total Additional Costs				288.45			
						I. Total Labor:	1,201.00
						II. Total Replacement Parts:	532.80
						III. Total Additional Costs:	288.45
						Gross Total:	2,022.25
						IV. Total Adjustments:	500.00-
						Net Total:	1,522.25

Point(s) of Impact

3 Right Side (P)

Inspection Site: CHULA VISTA VIS
 Inspection Date: 4/22/2009

ESTIMATE RECALL NUMBER: 4/22/2009 10:55:49 55-J295-58901
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Date: 4/22/2009 10:55 AM
Estimate ID: 55-J295-58901
Estimate Version: 0
Committed
Profile ID: S.D. So. COUNTY

This is an estimate. Repair facilities must inspect the vehicle to determine if any repairs not listed are required, and to contact State Farm before making such repairs. Repairer is also responsible for conducting any necessary inspection and safety checks prior to and after completing repairs.

For your protection, California Law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

ESTIMATE RECALL NUMBER: 4/22/2009 10:55:49 55-J295-58901

Mitchell Data Version: MAR_D9_V0416

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Special District Risk
Management Authority

Maximizing Protection.
Minimizing Risk.

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141
F 916.231.4111
Toll-free 800.537.7790
www.sdrma.org

June 18, 2009

Joel O. Aninipok
1958 Moss Landing Avenue
Chula Vista, CA 91913

Re:

SDRMA Ref: Otay Water District
Our Claim No: GC 3748
Date of Loss: April 17, 2009

Dear Mr. Aninipok:

This letter serves to confirm our telephone conversation today concerning the accident referenced above, and the status of your claim.

We are unable to confirm your loss of earnings as the wage stub you provided does not include the pay period; and does not document a four (4) day loss of income. The medical bill from Centro De Salud, Doctor Trigio Castaneda Sillas, does not provide a diagnosis and we have no treatment notes from the provider that relates the medical care your children received to this auto accident.

Additionally, a review of the evidence indicates this accident occurred at an extremely low velocity which appears inconsistent with any claim for injury.

Should you have questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Barbara Tyler". The signature is written in a cursive, flowing style.

Barbara Tyler, CCLA
Claims/Loss Prevention Manager

Cc: Rom Sarno, Chief Administrative Services



STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	July 1, 2009
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.

Mark Watton

General Manager

Attachments: Calendar of Meetings for 2009

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

Regular Board Meetings:

January 7, 2009
February 4, 2009
March 4, 2009
April 1, 2009
May 13, 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, May 21, 2009
Board Retreat Workshop, April 28, 2009



AGENDA ITEM 8b

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Yuri A. Calderon General Counsel	W.O./G.F. NO:	DIV. NO. All
SUBJECT:	Adopt Resolution No. 4143 to Amend Policy No. 8 - Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits and Policy No. 34 - Staff Travel and Business Related Expenses Policy		

GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors adopt Resolution 4143 to Amend Policy No. 8 - Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits and Policy No. 34 - Staff Travel and Business Related Expenses Policy

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

To request that the Board update two Board policies regarding Director and employee responsibility for actual value of meals for spouses, family members and guests attending District sponsored events.

ANALYSIS:

On occasion, the District sponsors community events, including dinner events, where the District determines that such sponsorship serves a public purpose of the District. When the District sponsors an organization's lunch or dinner event, the District typically receives advertisement space in the event program, public acknowledgment as a sponsor of the event (in advertisements, on the organization's website, banner display or other signage at the event, etc.), and a table with a set number of seats. The District receives the sponsor table regardless of the number of people the District intends to send to the event. The District generally tries to fill the seats with District directors and staff and their spouses.

Board Policy 8 and Board Policy 34 currently state that "Expenses incurred by spouses, family members, or guests are the

responsibility of the" respective Director (Policy 8) and employee (Policy 34). However, it is unclear how this requirement applies to attendance of a Director or employee's spouse, family member or guest at community events sponsored by the District. The District is not purchasing single tickets to the event and the value of the sponsorship is generally more than just the cost of the seats of the provided sponsor table. At the request of the Board President, the General Counsel has prepared revisions to Policy 8 and Policy 34 to clarify that, in the case of District sponsored events where a sponsor table is provided to the District, the Directors and employees are responsible for the actual value of the meal provided to their guests.

FISCAL IMPACT: _____

The fiscal impact would be minimal.

LEGAL IMPACT: _____

None.



GENERAL MANAGER

Attachment A: Committee Report

Attachment B: Resolution 4143 to Amend Policy No. 8 - Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits and Policy No. 34 - Staff Travel and Business Related Expenses Policy

Attachment C: Underline/Strikethrough version of Board Policy No. 8 - Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits

Attachment D: Underline/Strikethrough version of Board Policy No. 34 - Staff Travel and Business Related Expenses Policy

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ATTACHMENT A

SUBJECT/PROJECT:	Adopt Resolution No. 4143 to Amend Policy No. 8 - Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits and Policy No. 34 - Staff Travel and Business Related Expenses Policy
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- There have been questions in the past regarding District sponsorships. If the District purchases a sponsorship and the sponsorship includes a table, if a family member or guest of a director or employee attends, is the director or employee responsible for the value of the meal provided to their spouse or guest.
- It was discussed that there is a value to sponsorships in that, in exchange for supporting certain selected community events (ie., College Scholarship Foundation Events, etc.), the District receives publicity and recognition, enhances its standing, creates a forum to promote its message, creates good will and may even benefit from educational opportunities for its employees.
- General Counsel noted that there is no specific law requiring reimbursement in connection with a District sponsorship and that the decision to do so would be a policy decision. However, if individual tickets were purchased, then the director or employee must reimburse the District for the cost of their spouse's or guest's ticket per state statute.
- The committee discussed that the District does very few sponsorships and that there is intrinsic value and benefit to the District in being able to request the appearance of Directors and staff at such sponsored events to promote the District's goals and message. The committee further discussed that it would be difficult to

justify requesting such attendance and demanding reimbursement for incidental benefits to guests or spouses. The committee recommends that Board of Director's Policies 8 and 34 be amended to exempt sponsored tables from the general obligation to reimburse the District for the expenses of spouses and guests.

Upon completion of the discussion the committee recommended that Board of Director's Policies 8 and 34 be amended to exempt sponsored tables from the general obligation to reimburse the District for the expenses of spouses and guests and supported presentation to the full board as an action item.

RESOLUTION NO. 4143

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
OTAY WATER DISTRICT
AMENDING POLICY NO. 8 – DIRECTORS
COMPENSATION, REIMBURSEMENT OF EXPENSES AND
GROUP INSURANCE BENEFITS AND POLICY NO. 34 –
STAFF TRVEL AND BUSINESS RELATED EXPENSES POLICY

WHEREAS, the District staff and the General Counsel routinely evaluates and makes recommendations to update, revise and replace Board policies, in order to ensure that the policies are maintained to promote best management practices, and

WHEREAS, the District staff and the General Counsel have determined that there is a need to amend Policy No. 8 – Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits (Attachment B1) and Policy No. 34 – Staff Travel and Business Related Expenses Policy (Attachment B2), in order to clarify that Directors and employees are not responsible for reimbursing the District for guests that accompany them to District sponsored events.

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

Amend Policy No. 8 – Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits and Policy No. 34 – Staff Travel and Business Related Expenses Policy as reflected in Attachment B1 and Attachment B2.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting held this 1st day of July 2009.

President

ATTEST:

Secretary

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
DIRECTORS COMPENSATION, REIMBURSEMENT OF EXPENSES AND GROUP INSURANCE BENEFITS	08	2/20/91	12/5/07

Purpose

To provide guidelines for payment of compensation and reimbursement of expenses to Directors in connection with their attendance at meetings or the performance of other authorized business, and for group insurance benefits for Directors.

Background

Members of the Board of Directors ("Directors") attend regular, adjourned or special meetings of the Board of Directors ("Board"). In addition, Directors attend other District meetings, committee meetings, association meetings, and educational seminars on behalf of the District. These meetings and seminars are related to District business, water and water related issues, and California special districts. State statutes authorize District payments for meetings, reimbursements of expenses. State law also authorizes the District to provide health and welfare benefits for active Directors and, in limited circumstances, retired Directors if they served 12 years and were first elected prior to January 1, 1995. The District is also authorized to offer health and welfare benefits for retired Directors who commenced office on or after January 1, 1995, if the recipient participates on a self-pay basis.

Policy

The District will compensate Directors on a per diem basis for attendance at authorized meetings or functions and will reimburse Directors for reasonable expenses incurred while traveling on District business to include, lodging, dining, transportation and related incidentals.

A. Directors Per Diem

As provided in Section 1.01 C. of the District Code of Ordinances, each Director shall receive a per diem in the amount of \$100 for each day of attendance at meetings of the Board or for each day of service rendered as a Director by request or authorization of the Board, not to exceed a total of ten (10) days in any calendar month. Attendance at any meeting shown on Exhibit A to this Policy shall be deemed a meeting requested or authorized by the Board. Attendance of meetings shall be in accordance with Exhibit A. The President of the Board or the Board may authorize a Director to attend meetings not listed in Exhibit A when the President or the Board determine that it is in the interest of the District that a Director attend, and that such attendance be compensated and expenses reimbursed. Director's claims for per diem amounts shall be made on a "Board of Directors Per Diem and Mileage Claim Form" (Exhibit B). The President of the Board or the Board may approve reimbursement of expenses outside the per diem limit for a Director, if the

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Director submits receipts for all of the related District business expenses.

Attendance at a meeting that is not authorized by this policy (pre-approved meetings) or pre-approved by the President may be approved by the Board for per diem. Director's seeking per diem amounts for these meetings shall request that the item be presented to the Board at its next regularly scheduled meeting for consideration. The decision of the Board shall be final.

When travel arrangements require a day earlier arrival or a day later departure, Directors will not be eligible for the \$100 per diem, however, reasonable expenses associated with the extended stay will be reimbursed as specified below.

B. Pre-payment of Otherwise Reimbursable Expenses

The Director may request pre-payment of registration, transportation, and lodging, using the "Board of Directors Travel Request Form" (Exhibit C). Pre-payments shall be limited to the Director's expenses only. No advances shall be made on travel expenses.

C. Reimbursement of Expenses

Each Director shall be reimbursed for travel expenses to and from the meetings described in Exhibit A or for any other authorized District business as follows:

1. Authorization

Travel associated with the attendance of meetings or functions for Directors shall be approved in advance by the Otay Water District Board President. To request approval of travel, the Director should complete a "Board of Directors Travel Request Form" (Exhibit B) in order to be eligible for compensation and/or reimbursement. Travel requests will be reviewed and approved by the Board President or the Board.

2. Transportation

a. Air Transportation

The District will endeavor to purchase airline tickets in advance taking advantage of discounts and low airfares.

b. Automobile

1. Personal Auto: Directors may use their personal vehicle. The District will reimburse Directors at the current rate/mile as established by the IRS, plus tolls, parking, etc., provided,

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however, if air transportation is available, the total amount of expense paid shall be limited to the cost of coach air travel between points traveled by personal vehicle. Gasoline, collision and liability insurance, and maintenance will be provided by the Director and is deemed covered in the rate/mileage reimbursement.

Directors using personal vehicles on District business must maintain a valid California driver's license and the automobile insurance coverage required by the State of California, or make arrangements for a driver who meets the above requirements. The General Manager's Staff will verify that Directors have a valid driver's license. Directors will also be required to maintain automobile insurance coverage. Proof of such insurance will be submitted two times per year, in January and July, and is required to be eligible for mileage reimbursement.

2. Rental Cars: The District will provide a rental car when needed. Such rental car shall be a compact or mid-size class, unless upgrades are offered at no additional cost to the District.

c. Miscellaneous Transportation
Whenever practicable, bus, taxi, rail, shuttle, etc. transportation may be used in lieu of, or in conjunction with, modes above.

3. Meals and Lodging

a. Meals and Beverages
Whenever travel requires meals, the meals, excluding gratuity, shall be reimbursable, provided the Director presents a receipt along with the "Board of Directors Expense Claim Form" (Exhibit D) for all meals. Reimbursements for expense items where a receipt has been lost will not be paid until the President or the Board has reviewed and approved the expense item. Meals are reimbursable based on the Meals and Incidental Expenses (M&IE) as updated by the U.S. General Services Administration:

1. Full Day Reimbursement

When a Director is traveling for a full day and no meals are provided for by other sources, such

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as pre-paid registration, the Director may be reimbursed for meal expenses at the rate provided by the M&IE per day. This amount is exclusive of any gratuities.

2. Single Meal Reimbursement

When a Director requires reimbursement for a single meal while traveling, the maximum meal reimbursement amount shall be at a rate provided by the M&IE for Breakfast, lunch, and/or dinner, or amounts determined by the President or the Board to be reasonable for the occasion or circumstances. These amounts and any amount approved by the President or Board shall exclude gratuities.

3. Partial Day Reimbursement

When a director will be traveling for a partial day or where a single meal is provided for by other sources such as pre-paid registration, the maximum reimbursement amount shall be at the rate provided by the M&IE per meal, or such other amounts as may be determined by the President or the Board to be reasonable for the occasion or circumstances. In any event all amounts to be reimbursed shall exclude any gratuities.

4. Taxes

The maximum meal reimbursement amounts are inclusive of and assume expenses for taxes. The maximum meal reimbursements shall exclude any and all gratuities.

b. Lodging

The District will reimburse Directors or pre-pay accommodations in single rooms at conference facilities or in close proximity when applicable. Or, in the absence of conference accommodations, normal single-room business, government or commercial class accommodation may be obtained. Under normal circumstances, lodging will not be reimbursed for the night before a conference starts and the night after it ends. However, in situations where available travel schedules would require the Director to leave home before 6:00 AM or return to home after 12:00 AM, lodging for the night before or the night after will be reimbursable.

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4. Entertainment

The District shall not cover any expenses incurred for recreation or entertainment.

5. Incidental Expenses

Unavoidable, necessary and reasonable authorized expenses will be fully reimbursed by the District. Some examples of allowable expenses are:

- a. Telephone Calls (Business): Calls placed by the Director, to the District office, or for the purpose of conducting District business. Business related calls should be itemized on the Director's "Board of Directors Expense Claim Form" (Exhibit D).
- b. Telephone Calls (Personal): One (1) brief personal call each day away from home, up to a \$10 maximum per day.
- c. Telephone Calls (Local): Charges for local calls, for meal or transportation reservations, or for area information related to travel.
- d. Reasonable transportation to local restaurants and to optional functions that are a part of conference events.
- e. Parking fees.
- f. The following expenses are not reimbursable:
 1. Alcoholic beverages
 2. Parking or traffic violations
 3. In-room movies or laundry services

6. Director's Responsibility

- a. Directors must submit a detailed "Board of Directors Expense Claim Form" for reimbursement. Claim forms should be supported by vouchers and itemized receipts of expenditures for which reimbursement is being requested. Receipts must be attached for all expenses. If a receipt is lost, the lost receipt must be noted on the "Board of Directors Expense Claim Form" (Exhibit D) and approved by the President or the Board before any payment can be made. Claim forms shall be submitted within 45 calendar days after the expense was incurred. Expense claims requiring reimbursement to the District, which are not reconciled within 45 calendar days, shall be deducted

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from the next month's reimbursement.

- b. Expenses will not be reimbursed for meetings that have been pre-paid and not attended. The President or the Board may excuse an absence for a meeting. The absent Director shall provide a verbal or written report at the next regularly scheduled Board meeting stating the reason for the absence and, if appropriate, request that it be excused. Directors will be required to reimburse the district for any pre-paid expenses for any unexcused absence. This reimbursement will be made by deduction from future expenditures.
- c. When two (2) or more Directors combine an expense on one receipt, the Director requesting reimbursement should indicate, on or attached to the Director's "Board of Directors Expense Claim Form" the identity of the other persons sharing expenses. This will facilitate appropriate allocation of expenses to each participant.
- d. Except where the District sponsors a table at an event, expenses incurred by spouses, family members, or guests are the responsibility of the Director.
- e. Staff will create a quarterly report showing in detail all expenses for the Directors. The report will include all expenses, for example, stipend, mileage, seminar, airline or ground travel, meals, telephone use, the date incurred, and the Director's name. To the extent that Directors report meetings for which they did not receive reimbursement or per diem, those meetings shall be noted on the report. All payments will be listed whether the payment was a reimbursement or direct payment made on behalf of the Director to a vendor. The reports will be presented to the Board of Directors at public meetings.

D. District Group Insurance Benefits

- 1. Each Director, while serving as a member of the Board of Directors, shall be entitled to the health and welfare and life insurance benefits set forth in the Schedule of Benefits in the District Group Insurance Plan Booklet, which benefits are furnished by the District at District cost, with applicable contributions, for active District employees and Directors. Each active Director shall also be entitled to a \$65,000 term life and accidental death and dismemberment insurance policy (subject to policy requirements and any standard age reduction schedule), a \$50,000 travel accidental death and dismemberment policy.

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In addition to the foregoing, the District will pay premiums for additional individual life insurance coverage in an amount of up to \$250,000 for a 20 year term for those active Directors who apply for such coverage with the District's provider and meet the provider's standard underwriting guidelines and policy requirements. If coverage at higher amounts or for a longer term is made available by the provider, each Director may purchase such additional coverage on a self-pay basis.

2. Each former member of the Board of Directors, who served in office after January 1, 1981, who was elected to a term of office that began before January 1, 1995, who is at least 60 years of age, and whose total service at the time of termination is not less than 12 years, shall be entitled to the health and welfare and life insurance benefits set forth in the District Group Insurance Plan Booklet, which benefits are furnished by the District, at District cost, for retired Directors.

E. Miscellaneous

1. The following are not reimbursable expenses:
 - a. Cell phone expenses
 - b. Service fees for internet access
2. The District does not provide equipment, such as fax machines, computers and laptops to board members for District business use.

Attachments

- Exhibit A: Approved Function List
- Exhibit B: "Board of Directors Per Diem and Mileage Claim Form"
- Exhibit C: "Board of Directors Travel Request Form"
- Exhibit D: "Board of Directors Expense Claim Form"

Approved Functions List

Board Policy for payment of per diems and expenses for Director attendance at District meetings:

The Board reviews its authorization and policy for payment of per diems (pre-approved meetings) annually, in January following reorganization of the Board and election of a new President. Below is the current Board policy:

1. The following meetings are pre-approved for all Directors to attend and receive a per diem and expense reimbursement:
 - Otay Water District Regular and Special Board Meetings
 - Otay committee meetings for committee members only
 - Otay business meetings called by the General Manager and authorized by the President of the Board where individual Directors are requested to attend
 - Except as otherwise specifically excluded in this policy, official District functions that take place during normal business hours where Directors are requested to attend by either the Board President or the Board
 - Semi-annual conference of the Association of California Water Agencies
 - Regular quarterly meetings of the Water Agencies Association of San Diego County
 - Regularly monthly meeting of Council of Water Utilities
 - Business meetings and conferences of the California Special District Association held in San Diego County

All other meetings not listed here require pre-approval by the President or Board.

2. The following meetings are pre-approved for designated Otay Director representatives or designated alternate. The District Secretary will maintain an updated list of designated Director representatives. Any other Director who wishes to attend these meetings and receive a per diem must have approval from the President or Board prior to the event or be designated by the President or Board, as an alternate. The pre-approval shall include the attendance of the Director at the commission, committee, board or meeting and any committee, subcommittee or other official or posted meeting of the agencies, commissions, committees or boards listed below:

EXHIBIT A

- Planning Group and City Commission meetings that fall within the boundaries of each directors district (when issues impacting OWD are discussed)
 - Inter-Agency Committee Meeting
 - METRO (TAC/AFFORD) Commission
 - ACWA or CSDA meetings/conferences
 - Water Conservation Garden
3. The Board President or his designee is pre-authorized to attend District business meetings with cities and other agencies to represent Otay Water District, and may claim a per diem and expenses. Any other Director desiring to attend the same meeting of this nature would require approval to attend from the President or the Board in order to receive a per diem and expense reimbursement.
 4. When the President or the Board appoints a director(s) to a committee, the meeting(s) shall be considered pre-approved for per diem and expense reimbursement.
 5. The following meetings are not eligible for pre-approved per diem claims:
 - a) Attending other Districts' Board meetings
 - b) Otay employee appreciation breakfast, luncheons or dinners
 - c) Retirement receptions
 - d) Otay picnics or dinner-dances or other purely social events
 - e) CWA meeting attendance (by Otay Water District appointed CWA Board Member(s))
 - f) Chamber of Commerce events
 - g) First Friday Breakfasts unless presenting Otay official business to the assembly
 - h) Any political campaign event or function
 6. In order to submit a per diem/travel reimbursement the member must attend at least 50% of the meeting (per day) and the reimbursement request must be submitted within 45 days of the occurrence, otherwise it may be considered attended without per diem. The President of the Board will make the final determination.
 7. All other meetings/conferences/tours/seminars/workshops/functions not listed in this policy must be pre-approved by the Board President or the Board.



**INSTRUCTIONS FOR PREPARATION OF
BOARD OF DIRECTORS PER DIEM CLAIM FORM**

1. Record the date, and name or purpose/issues discussed of meeting attended on behalf of the District.

Note: The District will pay Director's per-diem for one meeting/function per day and the maximum of 10 meetings/functions per month. If a Director attends more than 10 meetings/functions (10 days), the District will reimburse for the mileage and any reimbursable out-of-pocket expenses incurred for these additional meetings.

2. Record number of miles (round trip) driven to attend meeting/function.

The use of personal vehicles in the conduct of official District business shall be reimbursed at the current Internal Revenue Service rate. The Director's expense claim should indicate the nature of the trip. If a trip begins at home, the District will reimburse the mileage from home to destination and return mileage. District insurance does not cover personal vehicles while they are being driven on District business. The reimbursement rate is inclusive of an allowance for insurance costs. The District will reimburse Directors for the deductible under their personal insurance policy should they be involved in an accident while on District business. To be eligible for reimbursement, each Director shall maintain a current California driver's license and at least the minimum vehicle liability insurance required by State law or shall arrange for a driver who meets said standards.

The District will not reimburse the cost of travel of a personal nature taken in conjunction with travel on official business.

Claim forms shall be submitted within 45 calendar days after the meeting date. Expense claims requiring reimbursement to the District which are not reconciled within 45 calendar days, shall be deducted from the next month's reimbursement.

No information on the Per Diem Claim Form may be designated as confidential in nature. All expenses must be fully disclosed on the form.



**OTAY WATER DISTRICT
BOARD OF DIRECTORS
TRAVEL REQUEST FORM**

Director: _____

Date of Request: _____

Name and Location of Function: _____

Date(s) function to be held: _____

Sponsoring Organization: _____

Request for Prepayment of Fees Related to the Function:

Expense Type	Not Needed	Pre-Payment Requested
Registration	<input type="checkbox"/>	<input type="checkbox"/>
Airline	<input type="checkbox"/>	<input type="checkbox"/>
Auto Rental	<input type="checkbox"/>	<input type="checkbox"/>
Mileage	<input type="checkbox"/>	N/A
Taxi/Shuttle	<input type="checkbox"/>	N/A
Lodging	<input type="checkbox"/>	<input type="checkbox"/>
Meals	<input type="checkbox"/>	N/A
Other Expenses – Explain Below	<input type="checkbox"/>	<input type="checkbox"/>

Lodging Preference: _____

Explanation of Other Expenses: _____

Signature of Director _____

Date of Request _____

For Office Use Only Below This Line

Date of Board Approval: _____

Expense Type	Description	Amount Pre-Paid
Registration		
Airline		
Auto Rental		
Mileage		N/A
Taxi/Shuttle		N/A
Lodging		
Meals		N/A
Other Expenses		

District Secretary

Date Processed



**INSTRUCTIONS FOR PREPARATION OF
BOARD OF DIRECTORS EXPENSE CLAIM FORM**

The necessary expenses incurred while traveling on District business including common carrier fares (economy class), automobile rental charges, District business telephone calls, one personal telephone call home each day (\$10 maximum per day), lodging, baggage handling, parking fees, meals, etc. will be reimbursed when documented on the Director's Per Diem and Expense Claim Forms. Receipts must be attached for all meal expenses. If a receipt is lost, the lost receipt should be noted next to the expense and submitted to the President before any reimbursement can be made. Receipts are required for the reimbursement of all expenses.

All receipts must have the nature of the expense and the business purpose noted on the receipt.

The District will not reimburse the cost of travel of a personal nature taken in conjunction with travel on official business.

Meals shall be reimbursed up to \$46 per day, or an amount determined by the President of the Board of Directors to be reasonable for occasion or circumstances, exclusive of any gratuities. Partial days shall be reimbursable at a rate of \$8 for breakfast, \$13, for lunch and \$25 for dinner, or amounts determined by the President of the Board of Directors to be reasonable for the occasion or circumstances, excluding any gratuities. The above amounts may be combined if travel status requires two (2) or more meals. The meal reimbursement amounts are inclusive of and assume expenses for taxes only. Gratuities are not reimbursable and are excluded. Where pre-paid registration includes meals, only meals that are not included in the registration will be reimbursable.

Any receipts that include costs of personal travel (e.g., hotel receipt for employee and spouse) should identify what the cost would have been without personal travel (e.g., single room rate as opposed to double room rate).

Claim forms shall be submitted within 45 calendar days after the expense was incurred. Expense claims requiring reimbursement to the District which are not reconciled within 45 calendar days, shall be deducted from the next month's reimbursement.

No information on the Expense Claim Form may be designated as confidential in nature. All expenses must be fully disclosed on the form.

The following expenses are not reimbursable:

- | | |
|----------------------------------|---|
| a. Alcoholic Beverages | d. Laundry service |
| b. Parking or traffic violations | e. Entertainment or recreation |
| c. In-room movies | f. Expenses incurred by spouses, family members, or guests. |

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
STAFF TRAVEL AND BUSINESS RELATED EXPENSES POLICY	34	5/3/2000	12/5/07

Purpose

To provide guidelines for compensation, expenses, and advancement and reimbursement of such expenses when work duties require Otay Water District Staff to conduct District business away from their regular work site(s) outside of San Diego County.

Background

Employees of the Otay Water District are called upon to travel or conduct business related meetings, conferences, training or functions away from their regular work site(s) outside of the San Diego County in conjunction with their job functions. Federal and State codes permit and provide guidance for reimbursement of expenses and compensation to employees while traveling out of San Diego County on District business.

Policy

The District will reimburse Otay Water District Staff for reasonable expenses incurred while out of San Diego County at District business related meetings, functions, conferences, training or traveling on District business to include, lodging, meals, transportation, and related incidentals. The District will compensate non-exempt employees while traveling in accordance with District policy and applicable Memorandums of Understanding (MOU's).

Procedures

A. Advances and Pre-payment of Otherwise Reimbursable Expenses

Employees may request pre-payment of registration, transportation, and lodging, and may request an advance upon expected costs for meals, fuel for District or rental vehicles, public ground transportation, and taxis using the "Staff Travel Authorization Request" (Exhibit A). Pre-payments and advances shall be limited to the employee's expenses only. Advances for per diem meals shall not exceed the per diem allowance anticipated for the trip plus known costs of ground transportation. Advances should be requested in a timely manner to allow normal processing through accounts payable.

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BOARD OF DIRECTORS POLICY**

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B. Reimbursement of Expenses

Each employee shall be reimbursed for travel expenses incurred while at District business related meetings, functions, conferences, training or traveling on authorized District business outside of San Diego County as follows:

1. Accountability

Travel Expenses shall be budgeted by Staff as a part of the annual budget process. Any travel expenses approved with the budget shall be considered authorized for that fiscal year only. Travel expenses included in CIP budgets are also considered authorized. Before the District expends any funds for authorized travel that involves lodging or public transportation expenses, the employee must complete a "Staff Travel Authorization Request" form (Exhibit A). The employee's Department Chief shall approve the authorization form. When a Department Chief is traveling, the Assistant General Manager shall approve the authorization form.

2. Transportation

The District will pay for reasonable transportation costs. If for personal preference or for non-business related reasons the employee incurs additional travel expenses, the employee will be responsible for the additional expenses.

a. Air Transportation

The District will reimburse employees or pre-pay costs for economy (coach) class airfares. The District will endeavor to purchase airline tickets in advance taking advantage of discounts and low airfares. Whenever possible, air reservations shall be made to permit travel during normal business hours.

b. Automobile

1. District Vehicle: Whenever travel by vehicle is most cost effective or practical, Staff shall endeavor to use a District vehicle. Staff must have a valid driver's license to operate a District vehicle. The District will reimburse employees for gasoline purchases.

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with receipts while using a District vehicle, however, employees should ensure that the vehicle has sufficient fuel to reach the desired destination and return, or a full tank of fuel, before departing from the District offices. Employees must comply with the provisions of Board of Directors Policy #14, "Use of District Vehicles and Car Allowance" whenever an employee chooses to use a District vehicle while traveling.

2. **Personal Vehicle:** Employees must obtain permission from their Department Chief before using a personal vehicle in conjunction with District business.

In situations where employees use personal vehicles on District business the employee must maintain a valid California Driver's License and at least the minimum automobile insurance coverage required by the State of California, or make arrangements for a driver who meets the above requirements. The Administrative Services Staff will verify that employees or drivers have a valid driver's license. Employees may not be reimbursed for travel in a personal vehicle if either the license or insurance requirements are not met.

If a personal vehicle is used, the employee will be reimbursed at the current maximum allowable tax-exempt reimbursement rate provided by the IRS regardless of the actual operating costs of the vehicle.

Employees who receive a monthly mileage allowance are not eligible to receive reimbursement for mileage within San Diego County.

3. **Rental Cars:** The District will cover the expenses required for use of a rental car. The maximum reimbursement for rental cars shall be based on the rate provided for a standard mid-sized car. Upgrades or additional cost features are the employee's responsibility.

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- c. Miscellaneous Transportation
Whenever practicable, bus, taxi, rail, shuttle, etc. transportation may be used in lieu of, or in conjunction with, the modes listed above.

3. Meals and Lodging

- a. Meals and Beverages
Whenever travel outside of San Diego County requires meals, employee may receive the per diem allowance at the rate established by the Meals and Incidental Expenses (M&IE), as updated by the U.S. General Services Administration.

1. Per diem:

- a. Full Day Allowance
When an employee is traveling for a full day and no meals are provided for by other sources, such as pre-paid registration, the per diem meal allowance shall be at the rate provided by M&IE per day, or an amount that the General Manager deems reasonable for the occasion or circumstances. Taxes and gratuities are inclusive.
- b. Single Meal Allowance
When an employee requires an allowance for a single meal while traveling, the per diem meal allowance shall be at the rate provided by M&IE for breakfast, lunch, and dinner, or amounts that the General Manager deems reasonable for the occasion or circumstances. Taxes and gratuities are inclusive.
- c. Partial Day Allowance
When an employee will be traveling for a partial day or where a single meal is provided for by other sources such as pre-paid registration, the per diem allowance amount shall be at the rate provided by M&IE for dinner, lunch, and breakfast, or amounts that the General Manager deems reasonable for the occasion or circumstances.

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Subject	Policy Number	Date Adopted	Date Revised
STAFF TRAVEL AND BUSINESS RELATED EXPENSES POLICY	34	5/3/2000	12/5/07

d. Receipts do not have to be submitted for per diem allowances.

b. Lodging

The District will reimburse employees or pre-pay accommodations in single rooms at conference facilities or in close proximity when applicable. In the absence of conference accommodations, normal single-room business, government or commercial class accommodation may be obtained. Under normal circumstances, lodging will not be reimbursed for the night before a conference starts and the night after it ends. However, in situations where available travel schedules would require the employee to leave home before 6:00 AM or return home after 12:00 AM, lodging for the night before or the night after will be reimbursable. If staying overnight an extra night or over a weekend at a destination allows for a reduction of travel expenses, and the cost of accommodations is less than the savings realized by the reduced transportation expenses, the District may pre-pay or reimburse the employee for the extra night's lodging. Only lodging expenses may be reimbursed in these situations.

4. Entertainment

The District will not cover expenses incurred for recreation or entertainment.

5. Incidental Expenses

Unavoidable, necessary and reasonable authorized expenses will be fully reimbursed by the District. Some examples of allowable expenses are:

- a. Telephone Calls (Business): Calls placed by the employee to the District office or for the purpose of conducting District business. Business related calls should be itemized on the "Staff Expense Claim Form" (Exhibit B).
- b. Telephone Calls (Personal): One (1) brief personal call each day away from home, up to a \$10 maximum per day.

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
STAFF TRAVEL AND BUSINESS RELATED EXPENSES POLICY	34	5/3/2000	12/5/07

- c. Telephone Calls (Local): Charges for local calls, for meal or transportation reservations, or for area information related to travel.
 - d. Reasonable transportation to local restaurants and to optional functions that are a part of conference events.
 - e. Reasonable gratuities.
 - f. Parking fees.
 - g. The following expenses are not reimbursable:
 - 1. Alcoholic beverages
 - 2. Parking or traffic violations
 - 3. In-room movies
 - 4. Laundry service
 - 5. Expenses incurred by spouses, family members, or guests.
6. Compensation for Non-Exempt employees
- Non-exempt employees traveling and staying overnight are normally authorized to work only the total number of hours they were regularly scheduled to work, exclusive of applicable travel time. However, all employees traveling and staying overnight are considered by the District to be on flexible schedules. During flexible schedules, employees' starting time, meal period, rest periods, etc. are adjusted to accomplish work with minimal overtime.
- Should business require a non-exempt employee to travel, function attendance and travel hours are compensable. These hours are considered regular work hours for purposes of calculating overtime. During any compensable hours an employee is subject to any and all provisions of Otay Water District Policies and Procedures.
- The following hours are compensable:
- a. Actual hours spent at meetings, conferences, or functions, excepting meals and special events of an entertainment nature held in conjunction with a function.

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
STAFF TRAVEL AND BUSINESS RELATED EXPENSES POLICY	34	5/3/2000	12/5/07

- b. Actual Hours spent in transit, excepting hours spent in travel between the employee's residence and the District. Any time spent in layover at a public transportation facility is also compensable as transit time unless the employee chooses to participate in recreational activities during the layover.

7. Employees' Responsibility

- a. In situations, where an employee can use the Petty Cash procedures for reimbursement of travel expenses, the employee may submit a "Petty Cash Order" (Exhibit B) to be reimbursed. If expenses to be reimbursed are beyond the scope of the Petty Cash procedures, employees must submit a detailed "Staff Expense Claim Form" (Exhibit C). Petty Cash Orders and Expense Claim Forms should be supported by vouchers and itemized receipts of expenditures for which reimbursement is being requested. Receipts must be attached for all expenses with the exception of per diem meal allowance. If a receipt required for reimbursement is lost, the lost receipt must be noted on the "Staff Expense Claim Form" and approved for reimbursement before any payment can be made. Claim forms shall be submitted within 14 calendar days after the expense was incurred.
- b. Expenses will not be reimbursed for meetings that have been pre-paid and not attended. Employees may be required to reimburse the District for any pre-paid expenses for any unexcused absence. The General Manager will determine if an absence from a pre-paid meeting is excused or unexcused.
- c. When two (2) or more employees combine an expense on one receipt, the employee requesting reimbursement should indicate on the "Staff Expense Claim Form" the identity of the other persons sharing expenses.
- d. Except where the District sponsors a table at an event, expenses incurred by spouses, family members, or guests are the responsibility of the employee.

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
STAFF TRAVEL AND BUSINESS RELATED EXPENSES POLICY	34	5/3/2000	12/5/07

Attachments

Exhibit A: "Staff Travel Authorization Request"

Exhibit B: "Petty Cash Order"

Exhibit C: "Staff Expense Claim Form"

**OTAY WATER DISTRICT
STAFF TRAVEL AUTHORIZATION REQUEST**

Employee Name: _____ Date of Request: _____

Name and Location of Function: _____

Is Travel out of San Diego County? Yes No

Date(s) function to be held: _____ - _____

Purpose of function: _____

Sponsoring Organization: _____

Request for Pre-Payment or Advance of Fees Related to the Function:

Expense Type	Not Needed	Pre-Payment Requested	Advance Requested
Registration	<input type="checkbox"/>	\$	N/A
Airline	<input type="checkbox"/>	\$	N/A
Auto Rental	<input type="checkbox"/>	\$	N/A
Fuel - for District or Rental Cars only*	<input type="checkbox"/>	N/A	\$
Taxi / Shuttle*	<input type="checkbox"/>	N/A	\$
Lodging	<input type="checkbox"/>	\$	N/A
Meals - See Below	<input type="checkbox"/>	N/A	\$
Other Expenses - Explain Below	<input type="checkbox"/>	\$	\$
Total Pre-Payment Requested:			
Total Advance Requested:			

(*Advanced through petty cash)

Lodging Preference: _____

Explanation of Other Expenses: _____

Meals Calculator:

_____	x \$31	+	_____	x \$18	+	_____	x \$12	=	_____
total expected	or	total expected	or	total expected	or	max. meal			
dinner	\$	lunches	\$	breakfasts	\$	advance			

Employee Signature

Date of Request

For Office Use Only Below This Line

Total Pre-Paid: \$ _____ Total Advanced: \$ _____

Travel Approved by: _____ Date: _____



PETTY CASH ORDER

DATE _____

NAME _____

DEPT _____

REQUEST REIMBURSEMENT FOR THE FOLLOWING EXPENSES:

Project	Subproject	Activity	Cost Type	DESCRIPTION	AMOUNT
Total:					0.00

PURPOSE OF EXPENDITURES

DEPARTMENTAL APPROVAL _____

CASH RECEIVED BY _____ DATE _____

NOTE: RECEIPTS MUST BE ATTACHED. FORM IS NOT TO BE USED FOR OVERNIGHT TRAVEL.



**INSTRUCTIONS FOR PREPARATION OF
STAFF EXPENSE CLAIM FORM**

The necessary expenses incurred while traveling outside of San Diego County at District business related meetings, functions, training or traveling on District business including common carrier fares (economy class), automobile rental charges, District business telephone calls, one personal telephone call home each day (\$10 maximum per day), lodging, baggage handling, parking fees, meals, gratuities, etc. will be reimbursed when documented on the Staff Expense Claim Forms. Receipts must be attached for all expenses with the exception of per diem meal allowances. If a receipt required for reimbursement is lost, the lost receipt should be noted next to the expense, submitted to the Department Chief, and approved by the Department Chief before any reimbursement can be made. **All receipts must have the nature of the expense and the business purpose noted on the receipt.**

The District will not reimburse the cost of travel of a personal nature taken in conjunction with travel on official business. Per diem meal allowance shall be at the rate provided by the Meals Incidental Expenses (M&IE), or amounts that the General Manager deems reasonable for the occasion or circumstances. Partial day's per diem allowance shall be at the rate provided by M&IE for breakfast, lunch and dinner, or amounts that the General Manager deems reasonable for the occasion or circumstances. The per diem meal allowance is inclusive of and assumes expenses for taxes and gratuities of up to 15%. Where pre-paid registration includes meals, only meals that are not included in the registration will be provided as per diem meal allowance.

Any receipts that include costs of personal travel (e.g., hotel receipt for employee and spouse) should identify what the cost would have been without personal travel (e.g., single room rate as opposed to double room rate).

Mileage will be reimbursed for travel using personal vehicles only if a District vehicle is not available. In order to be reimbursed for mileage, employees must have a valid Driver's License and current automobile insurance that meets or exceeds State minimum insurance requirements.

Advances and pre-payments shall be deducted from expenses and reconciled with travel authorization forms where applicable.

Department Chiefs or the General Manager may authorize Expense Claim Forms.

Claim forms shall be submitted within 14 calendar days after the expense was incurred.

No information on the Expense Claim Form may be designated as confidential in nature. All expenses must be fully disclosed on the form.

The following expenses are not reimbursable:

- | | |
|----------------------------------|--|
| a. Alcoholic beverages | d. Laundry service |
| b. Parking or traffic violations | e. Entertainment or recreation |
| c. In-room movies | f. Expenses incurred by spouses, family members, or guests. |
| | g. Meetings, conferences, training or functions attended in the County of San Diego. |



AGENDA ITEM 9a

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Ron Ripperger <i>[Signature]</i> Engineering Manager	PROJECT:	P2210 DIV. NO. ALL
APPROVED BY: (Chief)	Rod Posada <i>[Signature]</i> Chief, Engineering		
APPROVED BY: (Asst GM)	Manny Magaña <i>[Signature]</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Informational Item - Third Quarter Fiscal Year 2009 Capital Improvement Program (CIP) Report		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors accepts the Third Quarter Fiscal Year CIP Report for review and receives a summary via PowerPoint presentation.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To update the Board about the status of all CIP project expenditure highlights, significant issues, progress, and milestones on major projects.

ANALYSIS:

To keep up with growth and to meet our ratepayers' expectations to adequately deliver safe, reliable, cost-effective, and quality water, each year the District Staff prepares a six-year CIP Plan that identifies the District infrastructure needs. The CIP is comprised of four categories consisting of backbone capital facilities, maintenance projects, developer's reimbursement projects, and capital purchases.

The Third Quarter Fiscal Year 2009 Report is intended to provide a detailed analysis of progress in completing these projects within the allotted time and budget.

Expenditures through the Third Quarter of Fiscal Year 2009 totaled \$12.3 million. This is 39% of the \$31.9 million Fiscal Year 2009 budget. The decrease in projected expenditures is due primarily to delay in the 36-Inch Pipeline Project (CIP P2009).

FISCAL IMPACT:



None.

STRATEGIC GOAL:

The CIP supports the mission of providing the best quality of water and wastewater services to the customers of the District in a professional, effective, efficient, and sensitive manner, in all aspects of operation, so that public health, environment, and quality of life are enhanced.

LEGAL IMPACT:

None.


General Manager

P:\CIP\CIP Quarterly Reports\2009\Q3 FY2009\Staff Report\BD 07-01-09, Third Quarter FY2009 CIP Report, (RR).doc

RR/RP:jf

Attachments: Attachment A
Presentation



ATTACHMENT A

SUBJECT/PROJECT: P2210	Informational Item - Third Quarter Fiscal Year 2009 Capital Improvement Program (CIP) Report
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COMMITTEE ACTION:

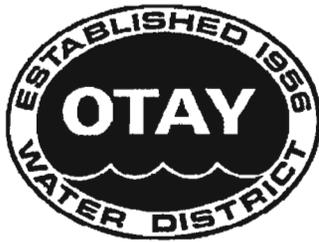
This item was reviewed by the Engineering, Operations and Water Resources Committee at a meeting held on June 12, 2009. The following comments were made:

- Staff provided a PowerPoint presentation of the District's third quarter progress report of its CIP projects.
- Staff reported that total expenditures through the 3rd quarter of FY 2009 is \$12.3 million, which is approximately 39% of the \$31.9 million budgeted for Fiscal Year 2009.
- Staff presented four Flagship projects currently in construction including the 850-4 Reservoir, 1485-1 Pump Station, Material Storage Bins and Cover Project, and the 450-1 Reservoir.
- The committee noted that 85% of developer reimbursements have been paid. Staff indicated that developer reimbursements are generally paid at the beginning of the fiscal year. No additional reimbursements are expected through the end of this fiscal year.
- The committee commended staff on the negative change order rate. It was indicated that the project bid specifications are very clear and there is very little for contractors to speculate about. The District's contractors are also very good and do not make every issue a change order.
- The committee requested that the background of the PowerPoint slides be changed in order to improve the readability of the presentation.

NOTE:

Following the discussion, the committee supported staff's recommendation and presentation to the full board as an informational item.

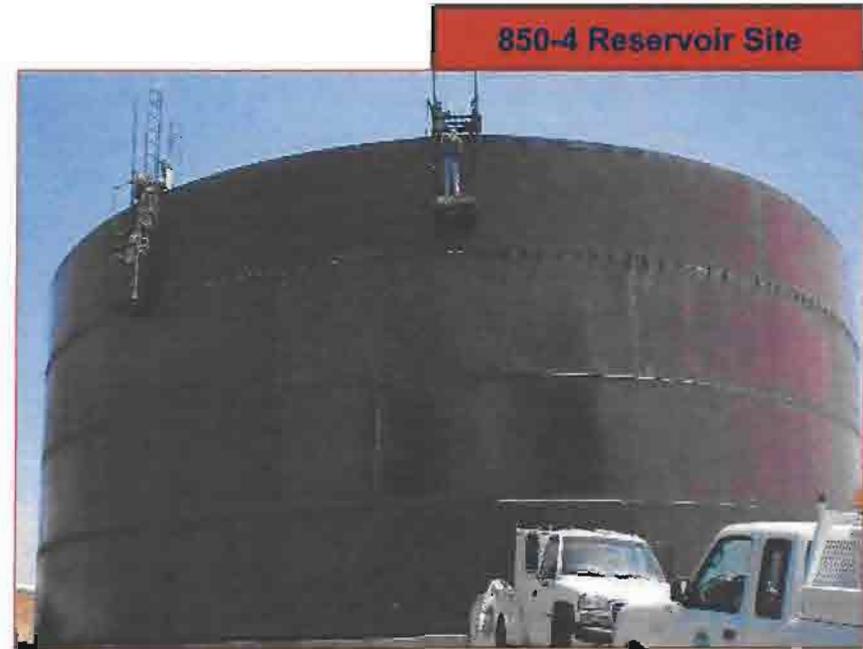
CAPITAL IMPROVEMENT PROGRAM



Fiscal Year 2009

Third Quarter

(through March 31, 2009)



Background

The approved CIP budget for Fiscal Year 2009 consists of **66** projects that total **\$31.9 million**. These projects are broken down into four categories:

- | | |
|-----------------------------|------------------------|
| 1. Capital Facilities: | \$ 23.1 million |
| 2. Replacement/Renewal: | \$ 5.9 million |
| 3. Capital Purchases: | \$ 2.2 million |
| 4. Developer Reimbursement: | \$.6 million |

Overall expenditures through the Third Quarter totaled **\$12.3 million** which is **39%** of the Fiscal Year 2009 budget. The current Fiscal Year forecast expenditure thru June 30, 2009 will be **\$22.2 million** which is **70%** of the approved budget. The decrease in projected expenditures is due primarily to the delay in the 36-inch Pipeline Project (CIP 2009).

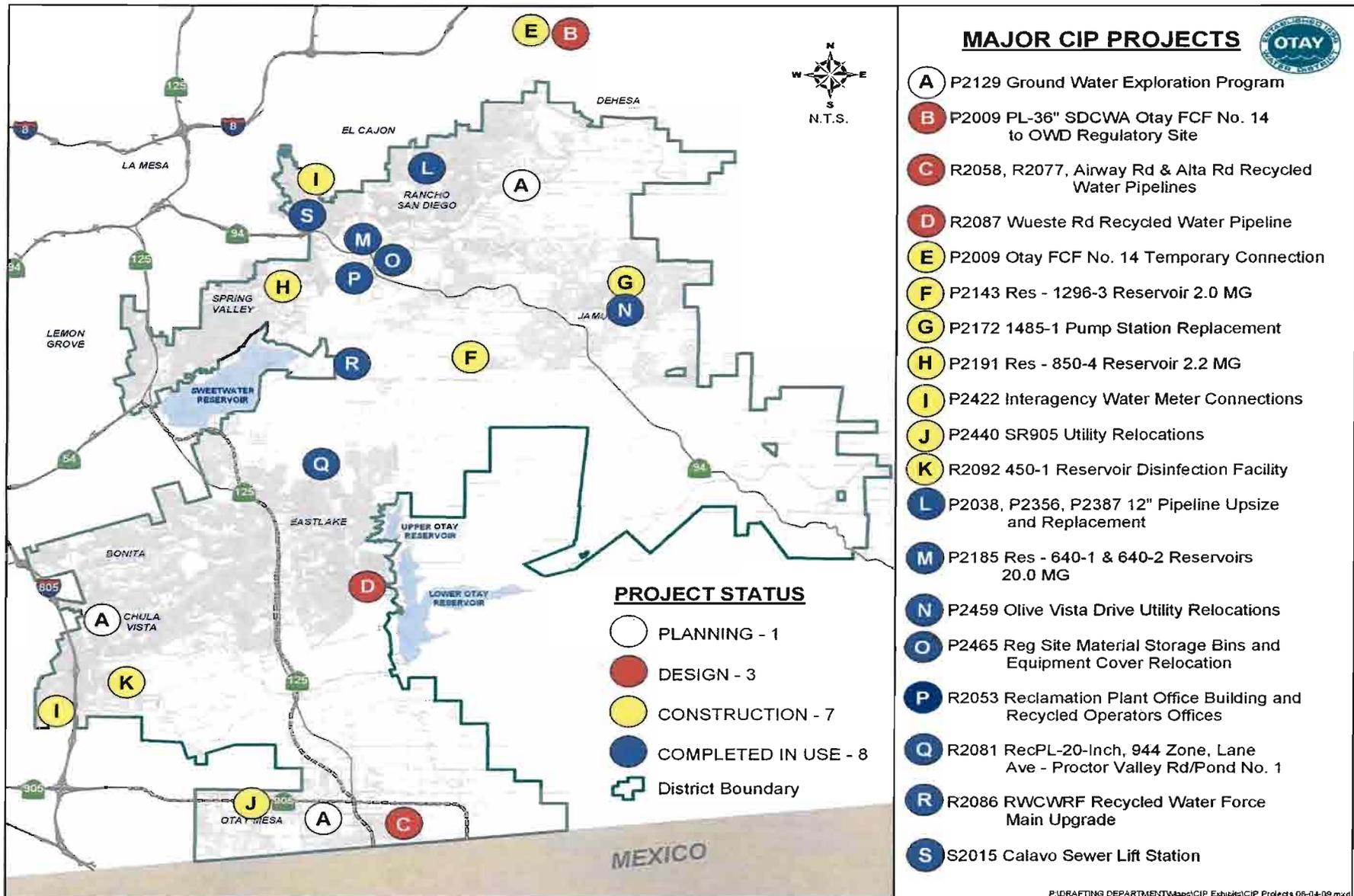
Construction change orders are at **-.54%**.

Third Quarter Fiscal Year 2009 Report

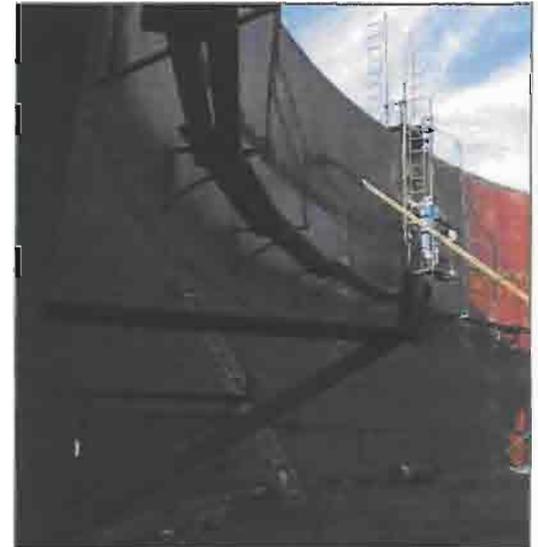
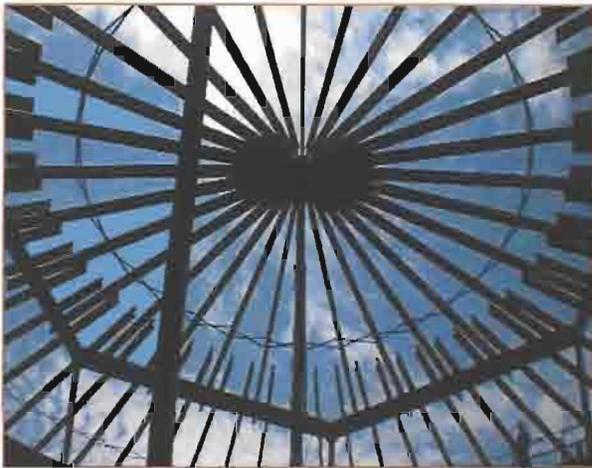
(through March 31, 2009)

CIP Cat	Description	FY09 Budget	FY09 Expenditures	%FY09 Budget Spent	Total LTD Budget	Total LTD Expenditures	LTD % Budget Spent
1	Capital Facilities	\$23,122,000	\$8,779,000	38%	\$135,555,000	\$44,437,000	33%
2	Replacement/Renewal	\$5,968,000	\$2,398,000	40%	\$31,692,000	\$14,065,000	44%
3	Capital Purchases	\$2,153,000	\$619,000	29%	\$10,038,000	\$3,808,000	38%
4	Developer Reimbursement	\$640,000	\$545,000	85%	\$6,420,000	\$1,242,000	19%
	Total:	\$31,883,000	\$12,341,000	39%	\$183,705,000	\$63,552,000	35%

Major CIP Projects



Flagship CIP Project in Construction



850-4 RESERVOIR (P2191)

This project was awarded to Spiess Construction and was started in February 2008. This project includes the construction of a 2.2 MG steel reservoir.

Flagship CIP Project in Construction

❑ 850-4 Reservoir 2.2 MG

Key Component: **A new 2.2 MG Steel Reservoir to meet the ultimate demand in the 850 pressure zone.**

Schedule: **Construction is approximately 90% complete. The project is scheduled for completion in June 2009.**

Cost: **The project budget is \$3.25 million, of which \$2.47 million, or 76%, has been spent.**

Significant Issues: **None.**

Highlights: **The design includes a solar panel capable of producing a minimum of 1 kW that will be tied back to the grid.**

Flagship CIP Project in Design

□ 36-Inch Pipeline From FCF No. 14 to Regulatory Site Project:

Key Component: Approximately 5 miles of 36-inch pipeline for potable water from Otay's FCF No. 14 to the Regulatory Site.

Schedule: Advertised for Bid on March 7, 2009. Pre-Bid Meeting on March 24, 2009. Bid opening on April 23, 2009.

Cost: The project budget is \$22.0 million, of which \$3.4 million, or 23% has been spent.

Significant Issues: None.

CIP Projects in Construction



1485-1 Pump Station Replacement (P2172)

This project was awarded to SCW Contracting and was started in January 2009. This project consists of construction of a new pump station to replace the existing pump station and to expand capacity as projected within the Water Resources Master Plan.

Material Storage Bins & Cover (P2465, P2466)

This project was awarded to Fox Construction and was started in August 2008. Project consists of installing material storage bins and equipment cover relocation at the Regulatory Site.

CIP Project in Construction



450-1 Reservoir Disinfection Facility (R2092)

This project was awarded to NEWest Construction in December 2008.

The recycled water will be additionally disinfected prior to delivery to District customers.
This project will supplement the disinfection provided for the South Bay Water Reclamation Plant.

Consultant Contract Status

(through March 31, 2009)

CIP No.	Project Title	Consultant	Opened Date	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	%Change Orders	% Contract Complete	Est. Comp. Date
	PLANNING									
P2185	640-1 RESERVOIR	INFRASTRUCTURE ENGINEERING	9/14/2004	722,000.00	125,000.00	847,000.00	846,341.09	14.8%	100.0%	Complete
	PROFESSIONAL SERVICES RENDERED	MWH AMERICAS INC	12/7/2005	25,000.00	25,000.00	50,000.00	43,410.20	50.0%	86.0%	6/30/2009
P1210	2009 MASTER PLAN UPDATE	PBS&J	9/4/2007	499,748.00	10,490.00	510,238.00	454,527.40	2.0%	89.0%	5/30/2009
R2089	RECYCLED WATER CONCEPT STUDY	PBS&J	12/4/2007	149,595.00	0.00	149,595.00	146,878.59	0.0%	98.2%	4/30/2009
	TEMPORARY LABOR SERVICES	J C HEDEN AND ASSOCIATES INC	1/1/2009	150,000.00	0.00	150,000.00	26,975.00	0.0%	18.0%	12/31/2009
P1210	ASSET MANAGEMENT PLAN	WESTIN ENGINEERING INC	1/14/2008	194,280.00	0.00	194,280.00	161,416.88	0.0%	83.1%	6/30/2009
	DESIGN									
	ON-CALL GEOTECHNICAL SERVICES	SOUTHERN CALIFORNIA SOIL ENGINEERING	6/30/2007	150,000.00	0.00	150,000.00	84,343.99	0.0%	56.0%	1/31/2011
P2172	1485-1 PUMP STATION REPLACEMENT	ENGINEERING PARTNERS INC, THE	11/3/2006	24,120.00	0.00	24,120.00	15,040.00	0.0%	62.4%	TBD
P2172	STRUCTURAL ENGINEERING ARCHITECTURAL SVC	SIMON WONG ENGINEERING	4/27/2007	54,765.00	3,375.00	58,140.00	58,140.00	5.8%	100.0%	Complete
	PROFESSIONAL SERVICES	J C HEDEN AND ASSOCIATES INC	5/16/2007	45,000.00	7,487.00	52,487.00	50,273.00	14.3%	95.8%	TBD
P2191	850-4 RESERVOIR STRUCTURAL	NOLTE ASSOCIATES INC	12/7/2005	15,695.00	0.00	15,695.00	10,745.00	0.0%	68.5%	6/30/2009
P2009	PL - 30-INCH, SDCWA OTAY FCF NO. 14 TO R	SAN DIEGO COUNTY WATER	5/10/2007	620,000.00	0.00	620,000.00	620,000.00	0.0%	67.0%	3/1/2010
P2009	CIP P2009 - 36 INCH PIPELINE VALUE ENG.	HARRIS & ASSOCIATES INC	7/31/2007	107,138.00	0.00	107,138.00	101,800.67	0.0%	95.0%	6/30/2009
P2191	850-4 RESERVOIR - LANDSCAPE	KTU+A	8/6/2007	13,601.04	0.00	13,601.04	9,507.05	0.0%	60.1%	6/3/2009
	AS-NEEDED ELECTRICAL ENG. SERVICES	ENGINEERING PARTNERS INC, THE	8/16/2007	100,000.00	0.00	100,000.00	57,160.00	0.0%	57.2%	TBD
	CATHODIC PROTECTION PROGRAM	SCHIFF ASSOCIATES	11/20/2007	250,000.00	0.00	250,000.00	180,872.50	0.0%	72.3%	11/20/2009
P2009	36 INCH PIPELINE	RBF CONSULTING	2/14/2008	1,088,785.00	0.00	1,088,785.00	187,207.50	0.0%	17.2%	3/1/2010
P1210-S1000	SANITARY SEWER CCTV INSPECTION	RBF CONSULTING	6/12/2008	121,185.00	0.00	121,185.00	102,463.51	0.0%	85.0%	6/30/2009
	AS-NEEDED ENG DESIGN SVCS	LEE & RO INC	3/7/2007	175,000.00	0.00	175,000.00	149,461.23	0.0%	85.0%	12/31/2009
P2009	DESIGN OF 36-INCH PIPELINE	LEE & RO INC	9/22/2008	580,183.00	0.00	580,183.00	403,084.68	0.0%	69.5%	12/31/2010

Consultant Contract Status

(Continued)

CIP No.	Project Title	Consultant	Opened Date	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	%Change Orders	% Contract Complete	Est. Comp. Date
	CONSTRUCTION SERVICES									
P2172	1485-1 PUMP STATION/HVAC	HVAC ENG INC	9/28/2006	12,330.00	0.00	12,330.00	9,930.00	0.0%	80.5%	N/A
	BACTERIOLOGICAL TESTING	CLARKSON LAB	1/1/2008	30,000.00	0.00	30,000.00	4,582.00	0.0%	15.3%	6/30/2009
	AS-NEEDED CONSTRUCTION MANAGEMENT SVCS	VALLEY CONSTRUCTION MANAGEMENT	3/5/2008	175,000.00	0.00	175,000.00	40,052.50	0.0%	22.9%	6/30/2009
	TEMPORARY LABOR SERVICES	MWH CONSTRUCTORS INC	1/1/2009	150,000.00	0.00	150,000.00	0.00	0.0%	31.3%	12/31/2009
	ENVIRONMENTAL									
P1253	SAN MIGUEL HMA	JONES & STOKES ASSOCIATES	4/20/2006	566,443.78	22,662.00	589,105.78	589,096.68	3.8%	100.0%	Complete
P2143	1296-3 RESERVOIR ENV SVCS	BRG CONSULTING INC	5/8/2006	125,000.00	0.00	125,000.00	106,700.04	0.0%	85.0%	6/30/2009
	PROFESSIONAL ON-CALL ENVIRONMENTAL SVCS	JONES & STOKES ASSOCIATES	8/29/2008	300,000.00	0.00	300,000.00	14,724.01	0.0%	4.9%	6/30/2011
P1253	PREPARATION OF THE SUBAREA PLAN	RECON	4/30/2008	270,853.00	0.00	270,853.00	4,972.25	0.0%	1.8%	3/28/2011
P1253	SAN MIGUEL HABITAT MANAGEMENT AREA	JONES & STOKES ASSOCIATES	1/7/2009	987,807.00	0.00	987,807.00	46,427.70	0.0%	4.7%	12/31/2011
	PUBLIC SERVICES									
	RECYCLED WATER PLAN CHECKING SERVICES	BOYLE ENGINEERING CORPORATION	7/27/2006	250,000.00	30,000.00	280,000.00	233,796.81	10.7%	84.0%	7/31/2009
P1438	PLAN CHECKS-& INSPECTION SERVICE	AECOM USA INC	9/25/2007	300,000.00	0.00	300,000.00	122,796.00	0.0%	40.9%	9/4/2009
P1438	AS-NEEDED PLAN CHECK SERVICES	BOYLE ENGINEERING CORPORATION	11/27/2007	150,000.00	0.00	150,000.00	38,916.74	0.0%	26.0%	6/30/2009

Construction Contract Status

(through March 31, 2009)

CIP NO.	PROJECT TITLE	CONSTRUCTION CONTRACTOR	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	REVISED CONTRACT AMOUNT	TOTAL EARNED TO DATE	% OF CHANGE ORDERS *	% PROJECT COMPLETE	EST. COMP. DATE
P2185	640-1 & 640-2 Reservoirs	Pacific Hydrotech Corp	\$24,894,000	(\$434,290)	\$24,459,710	\$24,459,710	-1.74%	100%	Complete
P2191	850-4 Reservoir	Spieß Const Co	\$2,566,300	\$0	\$2,566,300	\$1,592,908	0.00%	90%	June 2009
P2038 P2366 P2387	PL-12 Inch Upsize	Arrietta Const Inc	\$1,688,022	\$27,285	\$1,715,307	\$1,715,307	1.62%	100%	Complete
R2081	20-Inch Lane Avenue Conversion	ARB	\$660,256	\$79,907	\$740,163	\$740,163	12.10%	100%	Complete
R2053	RWCWR Office Building & Meter Shop Remodel	Telliard Const	\$275,800	\$21,463	\$297,263	\$297,263	7.78%	100%	Complete
R2086	RWCWRF Force Main	Arrieta Const	\$844,486	\$21,500	\$865,986	\$865,986	2.55%	100%	Complete
P2465/P2466	Regulatory Site Material Storage Bins	Fox Const	\$225,000	\$0	\$225,000	\$222,111	0.00%	100%	Complete
P2459	Olive Vista Utility Relocation	Ortiz Corp	\$831,000	\$65,845	\$896,845	\$852,011	7.92%	100%	Complete
P2422	Interagency Water Meter Connection	Jose Pereira Eng	\$129,542	\$0	\$129,542	\$0	0.00%	46%	November 2009
R2092	450-1 Reservoir Disinfection Facility	NEWest Const	\$342,865	\$0	\$342,865	\$220,986	0.00%	65%	June 2009
P2143	1296-3 Reservoir 2.0 MG Water Storage Facility	Natgun Corp	\$2,373,220	\$0	\$2,373,220	\$253,840	0.00%	11%	February 2010
P2172	1485-1 Pump Station Replacement	SCW	\$1,530,000	\$0	\$1,530,000	\$171,900	0.00%	20%	June 2010
P2009	Otay FCF No. 14 Temporary Reconnection	TC Construction	\$14,000	\$0	\$14,000	\$0	0.00%	25%	August 2009
S2015	Calavo Sewer Lift Station	NEWest Const	\$267,900	\$19,561	\$287,461	\$287,461	7.30%	100%	Complete
TOTALS:			\$36,642,391	(\$198,730)	\$36,443,661	\$31,679,646	-0.54%		

Expenditures

(through March 31, 2009)

(\$000)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
CAPITAL FACILITY PROJECTS								
P2009	PL - 36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site	Ripperger	8,000	1,633	20%	22,000	18,618	CCL Contracting is the low bidder. Board to consider awarding the contract 6/3/09.
P2033	PL - 16-Inch, 1296 Zone, Melody Road - Campo/Presilla	Ripperger	2	0	0%	1,826	1,821	Developer driven.
P2037	Res - 980-3 Reservoir 15 MG	Ripperger	0	0	0%	14,205	13,663	Project deferred to future years.
P2038	PL - 12-Inch, 978 Zone, Jamacha, Hidden Mesa, and Chase Upsize and Replacements	Kay	900	304	34%	2,400	1,202	Hidden Mesa & Chase portions are complete. Jamacha portion to be constructed with P2009 Project.
P2040	Res - 1655-1 Reservoir 0.5 MG	Ripperger	1	1	100%	2,055	1,577	Developer driven.
P2129	Groundwater Exploration Program	Peasley	10	25	250%	2,530	1,947	Groundwater development planning effort continues to focus on the Middle Sweetwater River Basin Groundwater Well Pilot Project, the Rancho del Rey Well, the Otay Mesa Lot 7 Well, and the Otay River Demineralization Feasibility Study (P2462), and the San Diego Formation Groundwater Feasibility Study (P2467) in conjunction with SWA.
P2143	Res - 1296-3 Reservoir 2 MG	Kay	1,900	373	20%	3,640	2,797	Project under construction. Began rough site grading.
P2172	PS - 1485-1 Pump Station Replacement	Kay	1,125	157	14%	2,375	1,798	Project under construction. Installed pump cans.
P2185	Res - 640-1 Reservoir 20.0 MG	Ripperger	3,900	2,834	73%	28,500	404	Project closeout complete.
P2190	PL - 10-Inch, 1485 Zone, Jamul Highlands Road to Presilla Drive	Ripperger	5	0	0%	228	225	Developer driven.
P2191	Res - 850-4 Reservoir 2.2 MG	Kay	1,950	1,141	59%	3,250	776	Project under construction. Steel reservoir construction 75% complete.
P2258	PS - Lower Otay Pump Station Phase 1 (9,000 GPM)	Ripperger	0	-2	0%	7,805	5,725	On hold - Low priority.
P2267	36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations	Anderson	0	0	0%	345	111	Phase I - West Side of the project is complete. East side of the project's budget is supplemented \$110K in the 2011 CIP fiscal year when new water line construction allows for the completion of this project.

Expenditures (Continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
CAPITAL FACILITY PROJECTS								
P2318	PL - 20-Inch, 657 Zone, Summit Cross-Tie and 36-Inch Main Connections	Ripperger	200	13	7%	601	532	The County has restricted trenching the newly paved streets. Ops also wanted to wait until the PRS at La Presa is constructed.
P2370	Res - Dorchester Reservoir and Pump Station Demolition	Ripperger	0	0	0%	150	137	Ops does not want the demolition until at least one year after the 36-inch to FCF#14 is in operation.
P2387	PL - 12-Inch, 832 Zone, Steele Canyon Road - Via Caliente/Campo	Kay	500	296	59%	584	158	Project complete and accepted.
P2450	Otay River Groundwater Well Demineralization/Development	Peasley	115	2	2%	5,000	4,995	Pending the outcome of the joint SWA/Otay Study (P2462), environmental and planning work may begin to occur late 2009.
P2451	Rosarito Desalination Facility Conveyance System	Peasley	150	101	67%	5,000	4,866	A consultant contract was awarded by the Board to CDM for the development of a Feasibility Study on the Rosarito Desal concept which is complete. A request for proposal for a preliminary design report and environmental documentation is being prepared.
P2457	Otay Mountain Groundwater Well Development	Peasley	10	0	0%	6,500	6,500	The outcome of the Otay Mountain Well Exploration effort, per terms of an existing agreement, may not result in expenditures in FY 2009.
P2460	I.D. 7 Trestle and Pipeline Demolition	Ripperger	20	1	5%	376	371	In Planning.
P2462	Otay River Demineralization Feasibility Study	Peasley	150	1	1%	200	198	Joint SWA/Otay Prop 50 Grant was awarded and consultant contract for the Feasibility Study was awarded to MWH in 2007. Study efforts are well underway. Otay River participation agreement between SWA and Otay has been approved.
P2463	South Bay Regional Concentrate Conveyance Feasibility Study	Peasley	15	7	47%	25	10	The project is jointly funded by SDCWA, SWA, the City of San Diego, and Otay. Proposition 50 funding for 50% of the cost has been secured by the SDCWA. A consultant contract was awarded to CDM. SDCWA has stated that they will pay 100% of the cost, thus no expenditure from Otay will be required for the contract. Study efforts are complete.
P2464	San Diego 17 Pump Station and Flow Control Facility	Peasley	15	3	20%	30	8	SD17 pump station agreement negotiations have been essentially terminated between the parties.

Expenditures (Continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
CAPITAL FACILITY PROJECTS								
P2465	Regulatory Site Material Storage Bins	Kay	280	226	81%	310	40	Project under construction. Walls for bins are complete.
P2466	Regional Training Facility	Coburn-Boyd	150	109	73%	220	68	Environmental compliance in progress, should be complete in 1st quarter FY 2010.
P2467	San Diego Formation Groundwater Feasibility Study	Peasley	400	6	2%	1,600	1,593	This project is jointly funded by SWA and Otay. The SDCWA awarded a LISA grant to SWA to fund up to 50% of the cost of the effort. Monitoring wells in the Otay River have been completed by USGS. Data gathering on well information within the San Diego Formation continues. Otay River participation agreement between SWA and Otay has been approved.
P2471	850/657 PRS at La Presa Pump Station	Ripperger	5	12	240%	300	288	100% PDR distributed for review. Construction documents 40% complete.
P2472	Water Supply Feasibility Studies	Peasley	150	6	4%	400	394	This project is for Water Supply Feasibility Study efforts. Staff requested MWH to prepare cost estimates for supply from the SWA Purdue WTP.
P2473	PS - 711-1 Pump Station Improvement	Ripperger	50	2	4%	200	198	Preliminary design started.
P2474	Fuel Storage Covers and Containment	Ripperger	100	12	12%	100	88	Oil containment under construction. PDR planned for FY10 1st Quarter.
P2475	Pump Station Fire Safety Improvements	Ripperger	50	3	6%	50	47	No update at this time.
P2476	Dis - 1090-1 Pump Station Disinfection System Upgrade	Ripperger	100	0	0%	100	100	PDR in progress.
P2477	Res - 624-1 Reservoir Cover Replacement	Ripperger	250	3	1%	450	447	Testing complete. Surface has accelerated oxidation, but cover life expectancy is approx. 5 years. Tab and oxidized area to be repaired. Cover will be monitored every year.

Expenditures (Continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
CAPITAL FACILITY PROJECTS								
R2034	RecRes - 860-1 Reservoir 4 MG	Ripperger	104	23	22%	3,800	3,776	Design on hold until 2012.
R2048	RecPL - Otay Mesa Distribution Pipelines and Conversions	Ripperger	10	9	90%	2,000	1,991	In Planning.
R2053	RWCWRF - R.O. Building Remodel and Office Furniture	Ripperger	130	258	198%	575	0	Project complete and accepted.
R2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Ripperger	200	68	34%	4,100	3,963	Construction docs nearing 30% complete.
R2081	RecPL - 20-Inch, 944 Zone, Lane Avenue - Proctor Valley/Pond No. 1	Kay	660	564	85%	1,160	2	Project under construction. To be completed in April.
R2087	RecPL - 20-Inch, 944 Zone, Wueste Road - Olympic/Otay WTP	Ripperger	100	78	78%	2,000	1,861	Construction docs nearing 30% complete.
R2088	RecPL - 20-Inch, 860 Zone, County Jail - Roll Reservoir/860-1 Reservoir	Ripperger	81	31	38%	1,500	1,444	PDR completed. Delayed project by constructing a PRS at Roll Reservoir.
R2089	North District Recycled Water Regulatory Compliance	Coburn-Boyd	110	108	98%	200	1	Project is complete.
R2091	RecPS - 944-1 Pump Station Upgrade	Ripperger	324	8	2%	325	315	Pump testing is complete.
R2092	Dis - 450-1 Reservoir Disinfection Facility	Ripperger	750	350	47%	830	386	70% complete with construction.
R2093	MBR City of Chula Vista	Peasley	50	4	8%	5,000	4,996	The RMC consultant MBR Study effort was completed. The City of Chula Vista and Otay are developing a Scope of Work, RFP, and a participation agreement to focus on the treatment facility and related requirements.
S2016	Solar Panel Installation Phase I	Ripperger	100	9	9%	710	681	PDR being revised for final draft.
Total Capital Facilities Projects		Total:	23,122	8,779	38%	135,555	91,118	

Expenditures (Continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
MAINTENANCE (RENEWAL/REPLACEMENT)								
P2356	PL - 12-Inch, 803 Zone, Jamul Drive Permastran Pipeline Replacement	Kay	705	558	79%	815	73	Project complete and accepted.
P2366	APCD Engine Replacements and Retrofits	Rahders	170	141	83%	2,798	1,153	Project on track; 100% available budget remaining will be spent thru FY 09.
P2382	Safety and Security Improvements	Cudal	169	58	34%	1,317	247	Planning to make improvements on alarm panels and some expenditures to mitigate the ID7 gun range issues, but they will be 4th qtr items.
P2416	SR-125 Utility Relocations	Kay	10	13	130%	870	14	No response from ORC. District's attorney now involved.
P2422	Agency Interconnections	Kay	250	53	21%	1,800	1,348	Project under construction.
P2440	I-905 Utility Relocations	Kay	925	-1,293	-140%	2,460	1,127	Caltrans driven.
P2441	NG/RAMAR Meter Replacements	Keeran	100	61	61%	2,035	15	Project is complete. Meters replaced.
P2453	SR-11 Utility Relocations	Kay	5	1	20%	500	499	Caltrans driven.
P2456	Air and Vacuum Valve Upgrades	Anderson	520	347	67%	4,214	2,978	Project is on track. 131 Air-Vacs installed and 46 remaining to be installed.
P2458	AMR Manual Meter Replacement	Keeran	1,250	1,082	87%	10,277	7,704	On track. Balance of budget sufficient to complete the project.
P2480	Ruxton Avenue Utility Relocations	Ripperger	100	57	57%	100	43	Project complete.
R2086	RWCWRF Force Main AirVac Replacements and Road Improvements	Kay	1,000	972	97%	1,300	-10	Project complete and accepted.
S2012	SVSD Outfall and RSD Replacement and OM Reimbursement	Peasley	430	0	0%	2,846	2,424	The expenditures are planned to be billed by SVSD within the fourth quarter of the fiscal year.
S2015	Calavo Lift Station Replacement	Kay	334	348	104%	560	12	Project complete and accepted.
Total Maintenance		Total:	5,968	2,398	40%	31,692	17,627	

Expenditures (Continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
CAPITAL PURCHASE PROJECTS								
P2282	Vehicle Capital Purchases	Rahders	228	103	45%	2,689	1,007	Two vehicles are encumbered against this account for a total of \$39,620.29. Four more are still on order for a total of \$71,459.80. Grand total outstanding against this account \$111,080.09.
P2285	Office Equipment and Furniture Capital Purchases	Bell	20	0	0%	576	184	Not an expenditure for FY2009 yet.
P2286	Field Equipment Capital Purchases	Rahders	45	0	0%	1,161	532	Staff anticipates expenses in the area to be around \$35500.00 for FY09.
P2443	Information Technology Mobile Services	Jenkins	250	27	11%	1,502	993	Pending the Board's action in their May Meeting, we will expend the remainder. Will be 0 by year end.
P2461	Records Management System Upgrade	Jenkins	50	49	98%	150	-6	This item is \$6K overspent YTD, but there will be no additional charges made this year.
P2469	Information Technology Network and Hardware	Jenkins	500	236	47%	1,900	1,664	Pending the Board's action in their May meeting, we will expend the remainder.
P2479	Operations Yard Property Acquisition	Dobrawa	600	4	1%	600	596	Completion of the purchase of the property is expected May 7, 2009. Expenditures through FY 09 are expected not to exceed \$400,000.
P2470	Application Systems Development and Integration	Stevens	380	200	53%	1,380	1,180	Projects in planning phase. Will be 0 by year end.
P2478	Administration Building Engine/Generator Set	Anderson	80	0	0%	80	80	If all goes well with the APCD permits we may purchase the generator in the 4th quarter.
Total Capital Purchase Projects		Total:	2,153	619	29%	10,038	6,230	

Expenditures (Continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 03/31/09	FY09 Percent Budget Spent Through 03/31/09	Total Project Budget	Total Project Remaining Balance	Comments
DEVELOPER REIMBURSEMENT PROJECTS								
P2134	PL - 16-Inch, 711 Zone, Birch Road - SR 125/EastLake	Charles	200	185	93%	210	25	The project is completed. Reimbursement will be processed in FY09.
P2367	PL - 16-Inch, 980 Zone, Olympic Parkway - East Palomar/EastLake	Charles	0	0	0%	1,500	1,265	Three projects with this CIP. All complete and accepted, awaiting reimbursement request.
P2414	PL - 12" to 16" Oversize, 803 Zone, Dehesa Road - Dehesa Meadow/OWD Bndy	Charles	10	0	0%	153	11	Project accepted. Potential litigation of claims.
R2033	RecPL - 12-Inch, 944 Zone, Birch Road - La Media/EastLake	Charles	330	325	98%	330	5	The project is completed. Reimbursement will be processed in FY09.
R2058	RecPL - 16-Inch, 860 Zone, Airway Road - Otay Mesa/Alta	Ripperger	100	35	35%	3,000	2,646	Aerial Topography underway for remaining sections.
R2082	RecPL - 24-Inch, 680 Zone, Olympic Parkway - Village 2/Heritage	Charles	0	0	0%	801	801	Project started.
R2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Charles	0	0	0%	426	425	Project started.
Total Developer Reimbursement Projects		Total:	640	545	85%	6,420	5,178	
GRAND TOTAL			\$31,883	\$12,341	39%	\$183,705	\$120,153	



AGENDA ITEM 9b

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	William E. 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>RS</i>		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager, Finance and Administration <i>GA</i>		
SUBJECT:	Overview of the Water Authority's Water Smart Target Program		

GENERAL MANAGER'S RECOMMENDATION:

For information only.

COMMITTEE ACTION: _____

See Attachment "A".

PURPOSE:

To provide an update to the Board on the Water Authority's Water Smart Target Program.

ANALYSIS:

In February of 2007, the Water Authority hired Civic Resources Group (CRG) to design and operate a web-based water budget program, for all of its interested member agencies. This program was closely modeled after the City of San Diego's Water Resources Landscape Database (WRLD), a landscape area measurement program. Unlike the City of San Diego's program, however, this program would be web-based and eventually would allow both the agency and their customers to access the water budget data.

Four agencies were involved in the initial testing of this program including the City of San Diego, Helix Water District, Santa Fe Irrigation District and the City of Escondido. The District is involved in the second phase of the program implementation.

The software involves using aerial photo as well as remotely sensed imagery and GIS and calculates the square footage for the

irrigation only meters. Ultimately, an agency will be able to determine how much water their irrigation only accounts need and use and allow customers, property managers and landscape contractors to examine their water use.

To date, agencies have found that the Water Smart Target Program measured square footage has a margin of error of between 5-10%, which is considered to be quite good. Given the relative newness of many of the District's landscape sites, many are not currently included in the remotely sensed imagery purchased in 2006.

In the near future, the Water Authority will expand the program to include mixed meter sites, use GPS coordinates to better locate meters that are not tied to an exact address, and update imagery. A significant number of irrigation only meters are lacking specific site addresses and cannot currently be located in the Water Smart Target Program. The Water Authority is aware of this restriction and is working on a solution.

The District plans to use the Water Smart Target Program to target sites that have the greatest savings potential. In order to comply with the large landscape BMP, we had been contacting all of our irrigation only customers and telling them how they were doing with regard to their voluntary water budget. Since the rates for our irrigation customers vary based upon their meter size, we are refining the use of this tool to target our programs to those customers who are exceeding their theoretical water budget. The theoretical water budget is based upon the assumption that the landscape is primarily planted with cool season turfgrass and the irrigation efficiency is 62.5%. Cool season turfgrass in our service area needs approximately 54" per square foot per year to remain healthy and green. The Water Smart target for the site would be based upon .8 x 54" (evapotranspiration), or 43.2" per square foot per year.

The District's involvement on this project has been limited to sending the Water Authority monthly water use data for its irrigation accounts and overseeing the work of the interns. The District received two interns provided by Cuyamaca College and funded by the Water Authority in mid February 2009. Since the interns started, they have reviewed 465 of the District's 1,279 commercial irrigation only accounts. Ultimately all 1,800+ of the District's irrigation only meters will be entered into the system, most likely by the end of the Fall 2009 semester.

FISCAL IMPACT: _____

N/A

STRATEGIC GOAL:

The use of this software best relates to Strategic Plan Objective 1.2.1.2, "Participation in the Revision of the 14 Water Conservation BMPs and Prepare to Implement those that are Cost Effective", as well as Performance Measure 1.3.102, "Total Water Saved." The use of this software would allow the District to target its large landscape survey and incentive programs to those customers who are exceeding their Water Smart target.

LEGAL IMPACT: _____

N/A



General Manager

Attachments: Attachment "A" - Committee Action Report

Attachment "B" - PowerPoint presentation, "Overview of the Water Authority's Water Smart Target Program"

ATTACHMENT A

SUBJECT/PROJECT:	Overview of the Water Authority's Water Smart Target Program
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on June 23, 2009 and the following comments were made:

- Staff indicated that the CWA Water Smart Target Program is modeled after the City of San Diego's Water Resources Landscape Database program.
- The program utilizes infrared imagery to calculate the square footage of a property's landscape and determine a water smart target (previously referred to as a water budget) for the property.
- The District plans to use the Water Smart Target Program to target irrigation customers that have the greatest water savings potential. A water smart target is based on the customer's irrigated area, the landscape adjustment factor of .8 and their climatic zone.
- The system currently shows a three year average of the customer's water consumption. Customers will eventually be able to access the Water Smart Target Program online, group their accounts by site, and track their water use.
- As a participant in the second trial phase of the program, the District was given two interns, funded by CWA, to provide support for the program. The interns evaluate sites and enter the sites into the Water Smart Target Program system. Thus far, the interns have reviewed 465 of the District's 1,279 commercial irrigation only accounts. The District's goal is to enter all 1800 of the District's irrigation only meters into the system.
- Eventually, the District will add the mixed use accounts, such as Cuyamaca and Southwestern College, into the system. The system will also allow the District to

identify what services an account has with the District (potable/irrigation).

- One of the issues with the system, is the property images are not always up to date, thus, if there are landscape changes to the property the changes are not depicted in the system. CWA has committed to assure that the images are updated periodically.
- At this time, there is little or no cost for the District's participation in the Water Smart Target Program.

Upon completion of the discussion the committee supported staffs' recommendation and presentation to the full board as an informational item.

Overview of the Water Authority's Water Smart Target Program

Finance, Administration and
Communications Committee

June 23, 2009



Features

- Issues Water Use Targets and Measures Actual Savings
 - Landscape Area Measurements
 - Climatic Conditions
 - Customer Consumption
 - Agency/Customer Notification
 - Web Driven

Note:

Phase 1: Irrigation Accounts Only

Future Phases: Mixed Meter Accounts



Benefits to Otay

- Provides long-term, measurable savings
- Information for allocation based rate structures
- *Great customer service tool- can target program participation to customers using the most water per square foot*
- Compliance with BMPs and AB 1420
- Assistance with identifying agency outdoor water use needs



Secure Agency Login

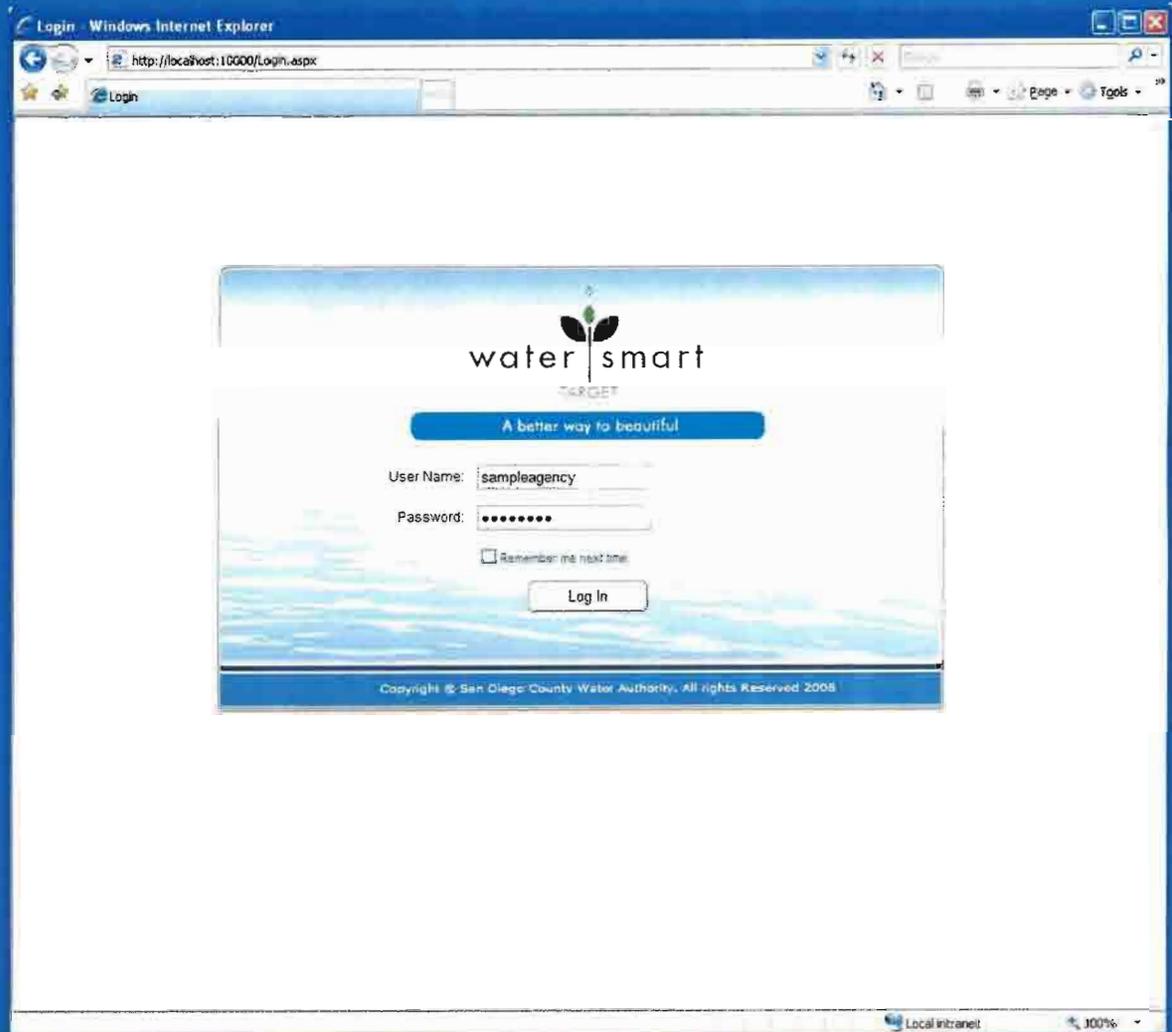
Secure Login Access

Each Water Agency has access only to their own customer data (protected from other water agencies and authority)

Multi-level User Roles

Admin, edit, view only modes

Note: Water Authority only sees aggregated agency data (no customer specific data)



The screenshot shows a Windows Internet Explorer browser window with the address bar displaying 'http://localhost:10000/Login.aspx'. The page content features the 'water smart' logo with a stylized plant icon and the tagline 'A better way to beautiful'. Below the logo is a login form with the following fields and elements:

- User Name:
- Password:
- Remember me next time
-

At the bottom of the page, there is a copyright notice: 'Copyright © San Diego County Water Authority. All rights Reserved 2008'. The browser's status bar at the bottom right shows 'Local intranet' and '100%' zoom level.



Agency System Homepage/Dashboard

Site Search Shortcuts

Quick search for site by customer name, account #, meter #

Quick Links

A central location to find conservation programs

Aggregate Consumption

View aggregate consumption data

Announcements

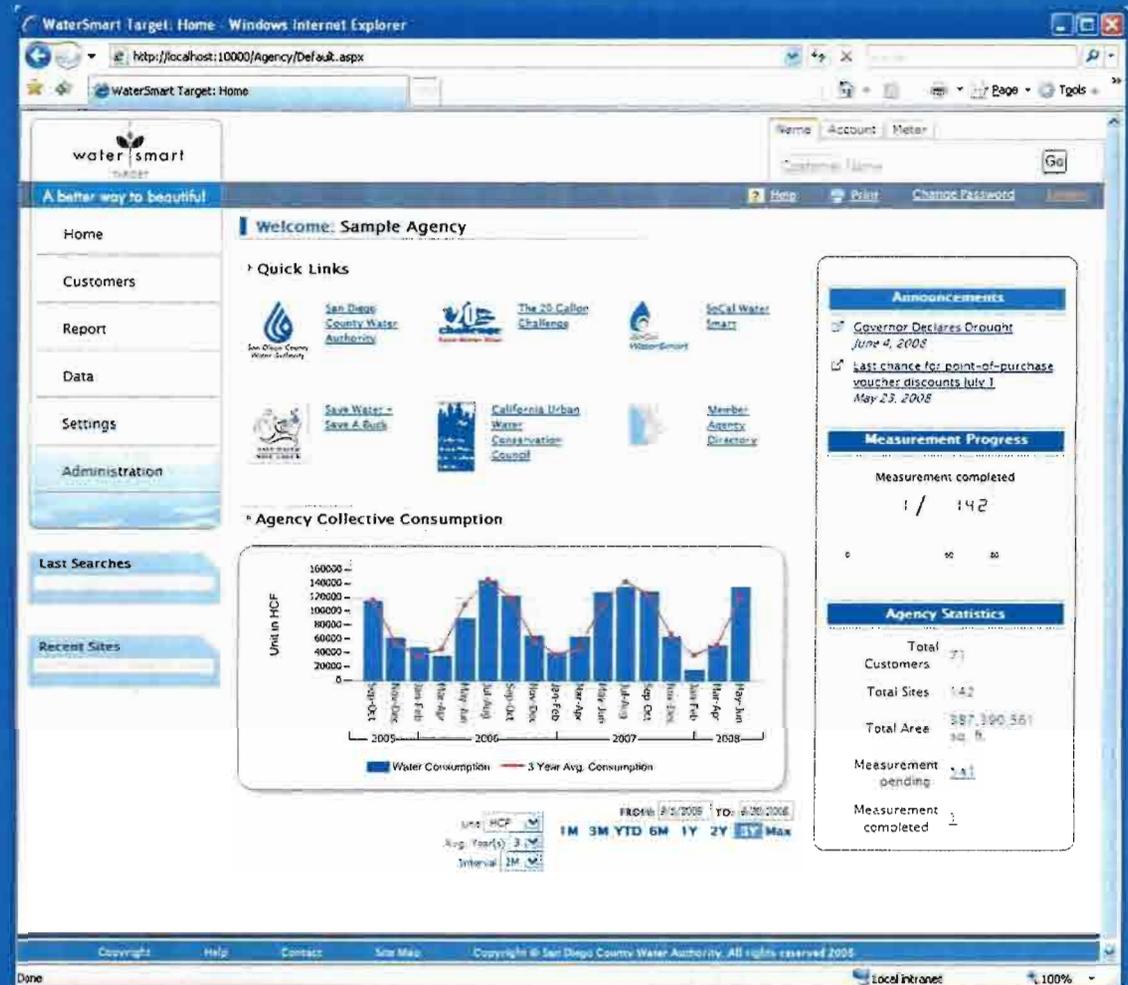
View news, alerts

Measurement Progress

Dashboard displays how many measurements are complete

Agency Statistics

Displays total agency size, # of customers, # of sites, # of measurements pending, # of measurements completed



Climatic Conditions (Evapotranspiration or ETo)



Landscape Area Measurements

Overview

Reports

Measure Tool

Consumption

Settings

Map Layers

- Custom Areas
- Parcels
- Classifications
- Agency Boundary
- ETO
- Infrared Imagery

Search

Address Parcel

Street, City, State, Zip

Classification Results

Unit:

Total Area: 157,852 sq. ft.

Non Vegetation: 31,463 sq. ft.

Grass & Ground Cover: 75,418 sq. ft.

Trees & Shrubs: 50,970 sq. ft.

Native Vegetation: 0 sq. ft.

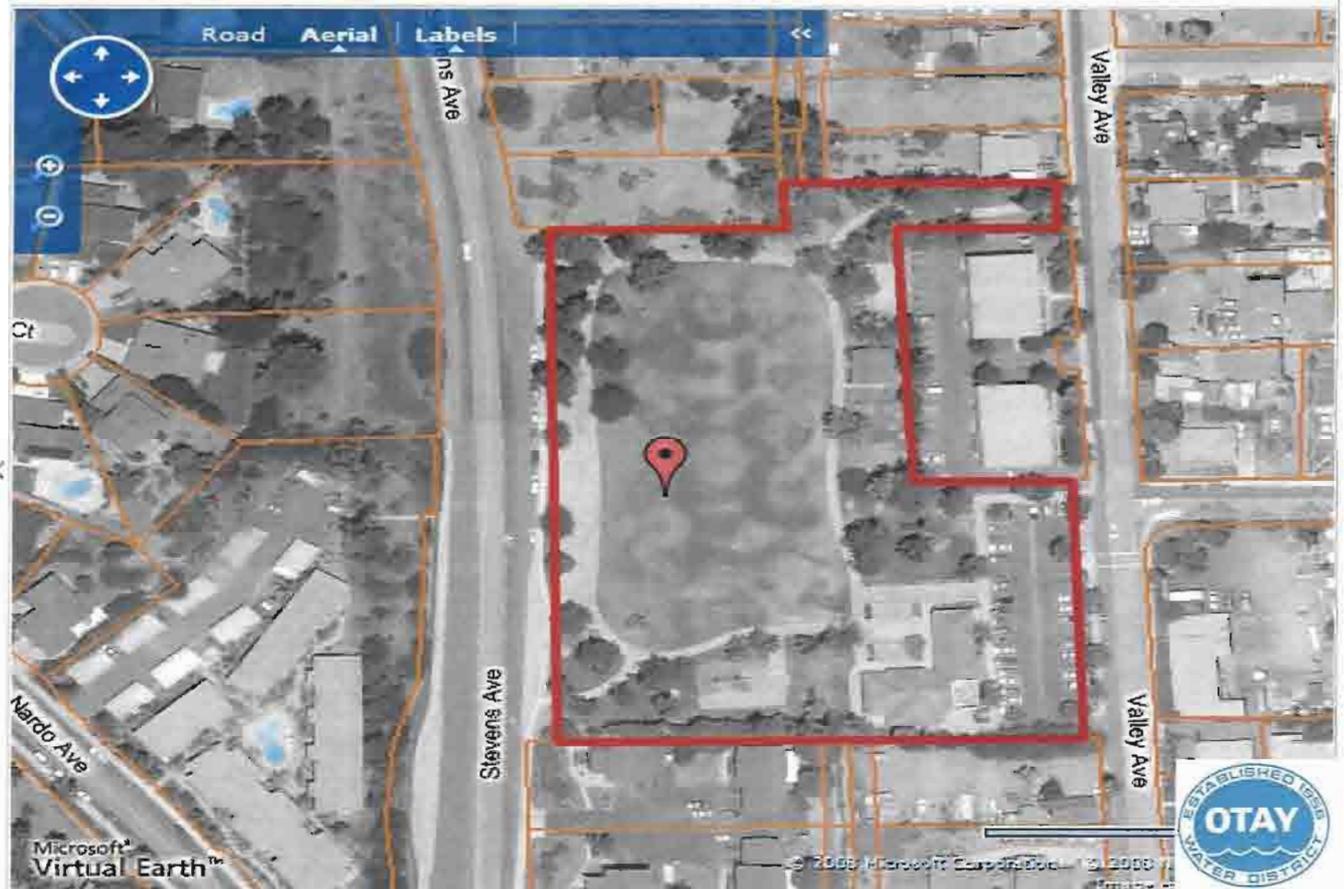
Pool: 0 sq. ft.

WaterSmart Target Area: 126,389 sq. ft.

Measurement Toolbox



Map Toolbox



Microsoft Virtual Earth™

© 2008 Microsoft Corporation. All rights reserved. 12/12/2008 7:11 AM

Singing Hills Cemetery



Water Target Report

Customer and Agency Information

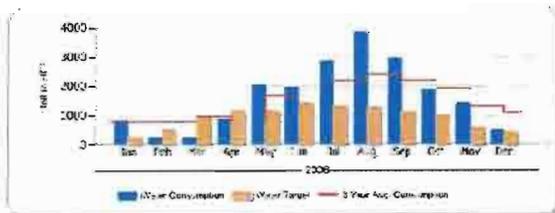


General Information

Agency Name: Otay Water District
Agency Information: 2554 Sweetwater Springs Blvd.
 Spring Valley, CA, 91978-2004
 619-670-2777
Customer Name: SINGING HILLS
Account Number: 903-0150-01
Meter Number(s): 96217214
Service Address: 2800 DEHESA RD., EL CAJON, CA 92019-2801

Water Usage and Target

Annual: 1/1/2008-12/31/2008



Period	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Water Consumption	861.00	241.00	211.00	894.00	2,078.00	1,942.00	2,862.00	2,825.00	2,940.00	1,866.00	1,440.00	498.00
Water Target	264.54	548.93	972.20	1,170.61	1,148.56	1,419.72	1,352.59	1,267.61	1,092.45	1,009.68	599.62	414.43

Your Average Use Comparison

Average Use
 18,115.83 HCF
You are 8% over your average use.

Your Water Target Comparison

Water Target
 11,262.99 HCF
You are 74% over your water target.

Additional Savings Potential: (\$16,024.93)
 Estimate value of water (actual use-water target) based on potable water rate.

Landscape Area Measurement

Total Area: 512,929 sq. ft.
Non Vegetation: 182,048 sq. ft.
Vegetation: 330,881 sq. ft.
WaterSmart Target Area: 343,581 sq. ft.

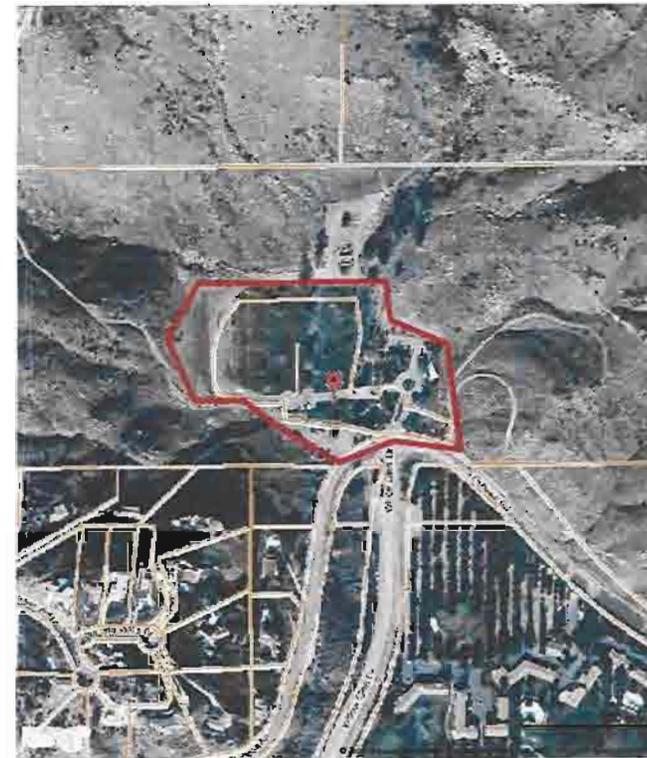
Water Target Formula

Water Target Formula: $(ET_0 \times ET_0 \text{ adjustment}) - 0\% \text{ Precipitation} + \text{Precipitation} \times \text{Area} \times \text{Conversion factor}$ in HCF

*CMS Station = 147

**One billing unit = HCF

Satellite View of Site



WaterSmart Landscape - Default - Windows Internet Explorer

http://www.watersmartlandscape.org/customer/

WaterSmart Landscape - Default

Purpose

The Water Authority and its participating member agencies have launched an online tool to assist customers with identifying landscape watering needs. This tool will help San Diegans eliminate the guesswork involved with irrigation and create a road map for saving water, a limited natural resource.

Customers of participating agencies will receive access to this tool in phases. The online tool will first be available to those with meters dedicated to irrigation. Additional customers with landscapes in excess of 1/4 acre may have the opportunity to make use of the tool over the next few years, at the discretion of their retail water agency.

The online tool will enable customers to learn how much water to apply to their landscapes, see low water use plant palettes, which enhance the beauty of San Diego, and save water and money by allowing customers to monitor their own progress.

Contact Us

Contact us for more information [Contact Us](#)

Online Access

Register for your online account access [Sign Up](#)

Participating Member Agencies:

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Customer Portal

- Property Managers
- Landscape Contractors

WaterSmart Landscape - Register - Windows Internet Explorer

http://localhost:10000/customer/registra.../

WaterSmart Landscape - Register

Register for My Account

Enter the information below to access your Account. Any information you provide is strictly confidential. This information will not be given, sold or shared with any person, company, or organization external to San Diego County Water Authority.

Create Login Account

Customer Information

First Name:

Last Name:

Title:

Business Name:

Phone Number:

Extension:

Account Verification

Account Number:

Account 3-digit Zip Code:

Meter Number:

* required field

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Agency Status Landscape Interns

- Recruitment and training performed by Cuyamaca College, funded by the Water Authority
- Interns Assigned to participating agencies
- 465 of 1,279 OWD commercial irrigation meters reviewed since mid February

Goal: To review all 1,800+ OWD meters by 12/31/09

Current Placements

City of San Diego

Helix

Santa Fe

Olivenhain

City of Escondido

Otay Water District



Potential Future Enhancements

- Addition of GPS coordinates for each of the District's meters to better locate meters in the program
- Addition of mixed meter Water Smart Targets
- Conservation programs database/tracking
- Additional interactive mapping tools and views
 - (e.g., recycled water, additional data layers, custom views)



AGENDA ITEM 10



STAFF REPORT

TYPE	Regular Board Meeting	MEETING	July 1, 2009
MEETING:		DATE:	
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	N/A DIV. NO. N/A
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 May 2009:

- Material submittals have been received from CCL and a mini-partnering session was held on May 11, 2009 between CCL and the District's construction manager. The City of El Cajon issued the permit for construction within their street right-of-way on May 27, 2009. (Note: The contract was signed with CCL Contracting, Inc. (CCL) after the Board had awarded the contract on June 3, 2009.)
- The draft low-effect Habitat Conservation Plan (HCP) for the project was submitted to the US Fish & Wildlife Service and the District has received their comments back. The final HCP is on track to be published in the Federal Register in August, making way for receipt of the take permit in September, 2009.

ADMINISTRATIVE SERVICES, INFORMATION TECHNOLOGY AND FINANCE:

Administrative Services:

Human Resources:

- The District will be holding the summer Employee Luncheon on July 16th at 12:30 p.m. in the Operations Center.

Employee Recognition Awards will be presented for Employee Excellence, Management Excellence and Team of Excellence.

- The District finalized implementation of NEOGOV, an online application process. Applicants will apply online, be able to check the status of their application and sign up to be automatically notified when a particular opening of interest becomes available. Applicants will also be able to use the same application to apply to multiple positions without having to re-create the application. NEOGOV will help streamline the screening process by allowing staff to filter and score applicants based on questions asked during the application process. Human Resources staff will also be able to refer qualified candidates to Hiring Managers electronically.
- **New Hires** - There were two new hires in the month of June: Senior Confidential Executive Secretary and Permit Technician.

Safety & Security:

- **Safety Training** - Completed the following training events:
 - May 13, 2009: HAZWOPER - Emergency Response Team Training
 - June 4 & 18, 2009: CHP Driver Awareness Training, conducted by CHP Officer Brian Jennings for all District Class "A" and Class "C" Drivers
 - June 22 & 24, 2009: "Class C" Driver Training Course, conducted by Cuyamaca College
- **Risk Management Program (RMP)/Process Safety Management (PSM) and SD County CalARP (State) Program** - Tracer Environmental completed review of the District's Federal EPA (RMP/PSM) Program. The SD County CalARP Program updates were completed and submitted to the County on June 10th. [MW1]

Purchasing and Facilities:

- **Purchase Orders** - There were 118 purchase orders processed in June 2009 for a total amount of \$425,628.63.

Water Conservation and School Education:

- **Gallons Per Capita Per Day BMP Option Approved** - At the June 11th Plenary meeting of the California Urban Water Conservation Council, the third option for BMP implementation was approved. This option will allow the District to take credit for its investment in recycled

water, the impacts of our water conservation rate structure as well as our incentive programs which will all work in tandem to reduce the District's gallon per capita per day (GPCD) usage.

- **Outreach Events:**

- Water Conservation Summit - Several District staff attended the Water Conservation Summit, held on June 2nd at Cuyamaca College and the Water Conservation Garden. The event was well attended by the community and the Water Authority's new Water Smart logo was unveiled.

- Rotating Nozzle Class - The District, along with Helix and Sweetwater Authority, hosted its second rotating sprinkler nozzle class for homeowners on Saturday, June 27th in the District's Training Room. Over 50 people are expected to attend.

- As part of the Water Authority funded Cooperative Communications grant, the District partnered with Helix Water District to create eight different bookmarks (see attachment) that will be distributed in the District's lobby as well as at events, to schools, libraries, community centers, bookstores and coffee shops throughout the two service areas. The artwork for one of the bookmarks is from the District's photo contest winner. A total of 100,000 bookmarks were printed and the District received 40,000.

Information Technology and Strategic Planning:

- IT is in the final testing phases of receiving a new product from ESRI called the "Spatial Flex Viewer". This tool will allow us to use GIS to look at the location of all work orders and view zones where capital funds are allocated in the future.
- IT is exploring new ways to deliver records management functionality using SharePoint. These new interface will make documents more accessible but also requires us to alter our records process in order to accommodate this new tool.
- IT staff completed extensive training in SharePoint to allow IT staff to develop client pages that can be most useful for improving efficiency and accuracy of information.
- IT is providing GIS data on pressure zones and static pressures to the Chula Vista Fire Department at their request.

Finance:

- **Awards** - The District has recently received awards for the FY 2008-2009 Operating and Capital Budget, Capital Improvement Program (CIP) Budget, and the FY 2008 Comprehensive Annual Financial Report (CAFR). The CAFR received an award for Excellence in Financial Reporting. The District can be proud that the CAFR is an outstanding communication tool and is recognized, as such, by the Government Finance Officers Association (GFOA). Likewise, the FY 2008-2009 Operating and Capital Budget and CIP Budgets both received awards for excellence. The budgets were recognized by both the GFOA and the CSMFO (California Society of Municipal Finance Officers). These awards represent significant achievements for the District.
- **Banking** - Otay Water District and Union Bank were featured in an article, in the June edition of the *Treasury & Risk* magazine, highlighting several innovative banking services. One highlight is the online imaging ability, allowing the District to provide quality and more timely service to our customers by insuring that same day credit is given to even the more difficult to process payments. In addition, the address change feature creates a smooth and streamlined way to update customer's addresses. Union Bank continues to provide excellent service to Otay and our customers.
- **Proposition 218 Notices Mailing** - With the expedited approval of the budget, the District was able to save more than \$10,000 in mailing costs. With the early approval, the majority of the 218 notices will be delivered as bill inserts as opposed to separate mailings, saving postage, materials and labor. Thanks to the tremendous organizational efforts by staff, the 218 process continues to run smoothly. The Public Hearing is scheduled for August 24, after which the Board will be asked to approve the proposed rates.

The financial reporting for May 31, 2009 is as follows:

- For the eleven months ended May 31, 2009, there are total revenues of \$59,939,674 and total expenses of \$57,830,540. The revenues exceeded expenses by \$2,109,135.

The financial reporting for investments for May 31, 2009 is as follows:

- The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of May 31, 2009 total

\$77,856,791.98 with an average yield to maturity of 1.803%.
The total earnings year-to-date are \$2,157,748.05.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- **850-4 Reservoir** - Spiess Construction completed the welding on the reservoir and RPI Coating has started coating the interior. The reservoir is for increased capacity in the 850 Pressure Zone, as required by the 2002 Water Resource Master Plan. The project completion date is expected for July, 2009. This project is on budget. (P2191)
- **1296-3 Reservoir** - RSH, a subcontractor of Natgun Corporation (Natgun), has completed the grading for the construction of the reservoir. Natgun has started construction on the footing and floor of the reservoir. This reservoir is for increased capacity in the 1296 Pressure Zone, as required by the 2009 Master Plan. This project is on budget and expected to be completed in February, 2010. (P2143)
- **1485-1 Pump Station Replacement** - SCW Contracting has completed the installation of the perimeter retaining wall footings and has started the construction of the wall for the new pump station. The existing pump station is exposed to the elements and is at the end of its useful life. The new pump station will be enclosed, provide more efficient pumps, and provide for expansion when demands increase in the 1485 Zone. This project is on budget and expected to be completed in February, 2010. (P2172)
- **Otay Mesa Recycled Water Supply Link** - Staff met with Caltrans on May 13, 2009, to discuss the alignment of the recycled water main in Alta Road. The schedule for construction of the third border crossing and freeway will lag behind the schedule for construction of the recycled pipelines. Since the location of off-ramps from the freeway and the proposed grade changes for Alta Road will not be known until spring of 2010, staff is looking at alternative alignments to keep the project on track. These pipelines will supply the links that will bring recycled water from the District's central area to the Otay Mesa area. (R2087, R2077, R2058)
- **Sub Area Plan for the Joint Water Agency (JWA) Natural Community Conservation Planning (NCCP)/Habitat Conservation**

Plan (HCP) - The District received confirmation from the California Dept. of Fish and Game (CDFG) that it could proceed with its effort to prepare its own sub area plan and be amended into the JWA NCCP/HCP. In addition, the CDFG Legal Counsel agreed that the District can go under the JWA Plan NCCP/HCP without having to revisit the conservation analysis of all species that had originally been reviewed for the Multiple Species Conservation Program and Multiple Habitat Conservation Program analyses. This is good news, as it will expedite the preparation of the District's sub area plan.

- **Recycled Water for the Otay Landfill** - In 2005 the District acquired fee title property and easements from the San Diego Landfill Systems for the purposes of construction of the recycled water systems facilities to transport, store, and pump the recycled water supply from the City of San Diego's South Bay Water Reclamation Plant. The document stipulating the terms of the real property and easement acquisition conditions with San Diego Landfill Systems (see Attachment A).

All of the terms of the property transaction have been accomplished except the waiving of the water meter capacity fee and installation of the recycled water meter and backflow system.

San Diego Landfill Systems requested on June 24, 2009 the installation of the recycled water meter and associated backflow system (see Attachment B).

The estimated savings to the District for placement of the excess excavated soil on the landfill in-lieu of hauling to an alternate site was \$600,000. The waived recycled water meter capacity fee is about \$88,000 and the backflow system is already in place. As a result of the District agreeing to the terms of the property transaction, the District saved over \$500,000.

The District greatly appreciated the San Diego Landfill Systems cooperation leading toward the successful completion of the recycled water supply link.

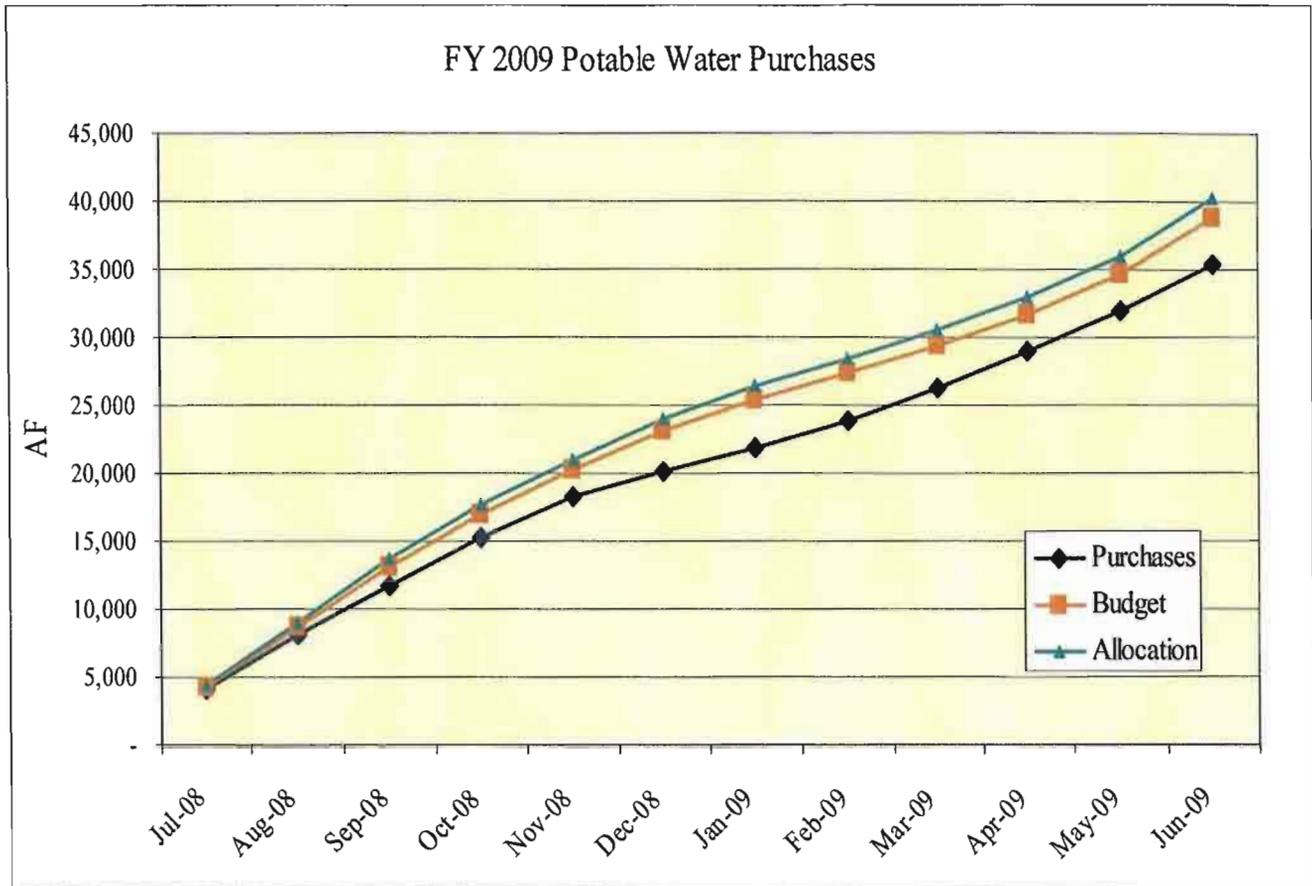
In addition, the landfill operations will be using recycled water for their dust control operations in-lieu of potable water.

- **Comisión Estatal de Servicios Públicos de Tijuana (CESPT)** - On June 18, staff attended the renaming of the Los Alivos Wastewater Treatment Plant to Arturo Herrera Solis Treatment Plant in Tijuana, Baja California. Otay Water District's name was mentioned several times as a sister agency to CESPT. Hernando Duran, CESPT GM, was very pleased with the visit. Afterwards, staff met with CESPT representatives and Hector Mares, District Consultant, to discuss issues common to both agencies.
- For the month of May, 2009, the District sold 26 meters (65.5 EDUs) generating \$273,313 in revenue. Accumulated revenue through May 31, 2009 was \$2,078,515 for 138 meters (415 EDUs). Projection for this period was 308 meters (476.2 EDUs) with budgeted revenue of \$2,603,883. Projected revenue from July 1, 2008 through June 30, 2009 is \$2,840,600.
- Approximately 3,062 linear feet of both CIP and developer project pipeline was installed in May, 2009. The Construction Division performed quality control for these pipelines.
- Staff reviewed nine (9) potential easement encroachments and will be gathering all the necessary information prior to informing customers of the removal of the encroachment.

There were no Engineering Project purchases or change orders issued during the period of May 1 thru May 31, 2009 that were within Staff signatory authority.

Water Operations:

- Total number of potable water meters is 47,836.
- The May AF potable purchases is 3,081. Below is the chart showing cumulative purchases vs. budget and the allocation. Currently, we are projected to be 8.7% below budget and 11.6% below the allocation. June was estimated at 9% less than last year's actual.



- Recycled water consumption for the month of May is as follows:

Total consumption was 409 acre-feet or 133,221,792 gallons and the average daily consumption was 4,297,477 gallons per day.

Total number of recycled water meters is 675.

Total recycled water consumption to date for FY 2009 is 4073.0 acre-feet.

- Wastewater flows for the month of May were as follows:
 - Total basin flow, gallons per day: 1,943,000.
 - Spring Valley Sanitation District Flow to Metro, gallons per day: 645,000
 - Total Otay flow, gallons per day: 1,298,000.

- Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 483,000.
- Flow to Metro from Otay Water District, gallons per day: 815,000.

For the month of May there were no new wastewater connections; total EDUs is 6,069.



General Manager

G:\UserData\DistSec\WINWORD\STAFRPTS\GM Report 7-1-09.doc

ATTACHMENT A



...Dedicated to Community Service

2554 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91978-2096
TELEPHONE: 670-2222, AREA CODE 619

April 18, 2005

Proj. R001, R004/W.Os. 30016, 30015

Mr. Robert Fifarek, P.E.
Environmental Manager
San Diego Landfill Systems
8514 Mast Boulevard
Santee, CA 92071

SUBJECT: Otay Water District Recycled Water Projects
Fee Title Property and Permanent Water and Temporary Construction
Easements, APN 644-020-07

Dear Mr. Fifarek:

We are addressing this letter to you because our records indicate that you are the acting General Manager for the San Diego Landfill Systems (Landfill) and the officer of the Landfill with authority to entertain offers to purchase real-property rights from the Landfill. If our information is incorrect, please let me know as soon as possible.

The Otay Water District (OWD) is currently pursuing the acquisition of fee title and easements in connection with its recycled water project. The project as currently contemplated would include a 12 million gallon reservoir, a 30-inch recycled water pipeline and a 17.2 million gallon per day pump station. In connection with that project, OWD is hereby offering to purchase, subject to the Board's approval of any applicable documents and agreements, the following easements within, and fee portions of, certain real-property owned by the Landfill and identified by Assessor Parcel Number 644-020-07.

- a. A grant of permanent water and temporary construction easement of right-of-way to Otay Water District as described in Attachment 1 to Enclosure 1 of this letter.
- b. A fee interest in and to the portion of real property as described in Attachment 2 to Enclosure 1 of this letter.

It is our sincere desire that the easements and fee simple interest discussed herein can be acquired amicably, expeditiously, and by negotiation, pending approval of the Board. To this end, Section 7267.2(a) of the California Government Code provides that prior to initiating negotiations for the acquisition of real property, the District must (i) make an offer to the owner to acquire the property for the full amount that the District has established as "just compensation," which offer is for an amount not less than the District's appraisal of the fair market value of the property, and (ii) provide the owner with a written statement of, and summary of the basis for, the amount that the District established as "just compensation."

Mr. Robert Fifarek, San Diego Landfill Systems
APN 644-020-07
April 18, 2005
Page 2

OWD retained the appraisal services of Jones, Roach & Caringella, Inc., an independent real estate appraiser, to estimate the "Fair Market Value" of the proposed acquisition, as that value is defined in Section 1263.320 of the California Code of Civil Procedure. The appraiser's fair market value estimates for each interest to be acquired is shown on the Appraisal Summary Statement, Attachment 3 to Enclosure 1 to this letter. On the basis of this independent fee appraisal, OWD has determined that the following constitutes just compensation for each of the offers to purchase: (i) the amount of \$5,233 for the permanent easement; (ii) the amount of \$2,093 for the temporary easement; and (iii) the amount of \$30,500 for the portion of real property to be acquired in fee simple. In addition, the District currently has an existing permanent water easement on the Landfill which will be partially quitclaimed and a new easement acquired with no net increase in area. This area is not included in the appraisal but is shown in Enclosures 2 and 3.

Any agreement for purchase shall include, but not necessarily be limited to the following terms and conditions:

1. An escrow will be opened by or at the direction of OWD through which title will be conveyed by Easement Deeds to OWD, free and clear of any and all liens, encumbrances, and options and claims for leasehold interests for a total consideration of \$38,000.00.
2. The proceeds related to the purchase of said property may be subject to payment demands for: county taxes, assessment liens, federal and state tax liens, creditor judgments and beneficiaries of trust deeds in connection with obtaining free and clear title.
3. OWD will pay all eligible incidental expenses associated with the escrow closing including processing of lien releases, partial reconveyance, and the cost of a Policy of Title Insurance.
4. The proposed acquisition is subject to OWD reviewing the escrow Preliminary Title Report and accepting the conveyance document.
5. This offer will be deemed revoked if not accepted within 45 days of the date of this letter.

In addition to the land acquisition issues, there have been other items of mutual concession that have been discussed between the Landfill and District staff in prior meetings. The basic Principles of Understanding (POU) are listed in Enclosure 4.

If the above acquisition offer and the POU meet with your approval, please sign the enclosed copy of this letter and return to my attention. An escrow will be opened upon your approval of the terms. In addition, a formal agreement for the POU will be processed and sent to you for approval.

Mr. Robert Fifarek, San Diego Landfill Systems
APN 644-020-07
April 18, 2005
Page 3

If you have any questions regarding the project or the terms of the acquisition proposal, please call Randy Klaahsen at (619) 670-2725 at your earliest convenience so that we may arrange to meet with you.

Sincerely,



Mark Watton
General Manager

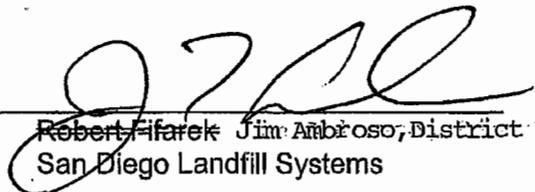
MW/RK:seh

Enclosures

- 1) Summary Statement Relating to the Purchase of Real Property, with Attachment 1, Sample Permanent Water and Temporary Construction Easements with Exhibit A and B, Legal Description and Plat; Attachment 2, Sample of Grant Deed (Fee Title Property) with Exhibit A and B, Legal and Plat; Attachment 3, Appraisal Summary Statement
- 2) Sample Quitclaim of Permanent Water Easement
- 3) Sample Access Easement (Acquisition of New Permanent Access Easement) with Exhibit A and B, Legal Description and Plat
- 4) Principles of Understanding between Landfill and District

OFFER ACCEPTED:

Dated: 7/11/05

By: 
~~Robert Fifarek~~ Jim Ambrosio, District Manager
San Diego Landfill Systems

David Charles

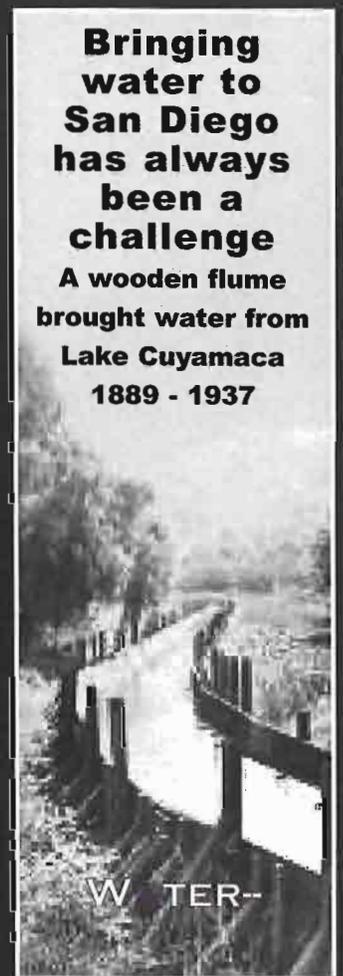
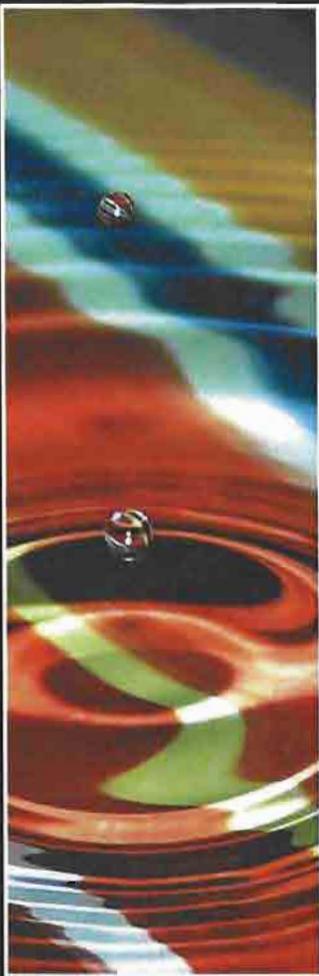
From: Mohr, Neil [NMohr@republicservices.com]
Sent: Wednesday, June 24, 2009 12:01 PM
To: David Charles
Cc: Lozano, Paul; Gardner, Tom
Attachments: otay water.pdf

David,

Attached is the agreement with San Diego Landfill Systems (Otay Landfill) and the Otay Water District regarding the easements and access for the installation of the recycled water tank near the Landfill. Otay Landfill is excited to have access to the recycled water for our dust control measures. Currently we must use potable water for dust control, so the access to recycled water is another step for the Otay Water District and the Otay Landfill to move to an environmentally sustainable future. Thanks for you efforts to secure this connection. We are ready to use the recycled water and should be a strong customer through out the year, as our need for dust control is required year round.

Thanks again, if you have any questions please call.

Neil R. Mohr
General Manager
Direct: (619) 449-9026
Cell: (619) 733-7525



Protect our watersheds-- protect our health!

Bringing water to San Diego has always been a challenge
A wooden flume brought water from Lake Cuyamaca 1889 - 1937

Otrix,
he o

Miss Smarty Plants
invites you to visit the
Water Conservation Garden

WWW.THEGARDEN.ORG

Conserve!
More beauty-- less water!

CONSERVE!

Take the

www.20gallonchallenge.com

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR ELEVEN MONTHS ENDED MAY 31, 2009

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
REVENUE:					
Water Sales	\$ 32,836,500	\$ 27,077,913	\$ 29,029,600	\$ (1,951,687)	(6.7%)
Energy Charges	2,047,100	1,693,621	1,764,500	(70,879)	(4.0%)
System Charges	10,619,400	8,764,428	9,683,200	(918,772)	(9.5%)
Penalties	906,900	575,720	828,800	(253,080)	(30.5%)
MWD & CWA Fixed Charges	2,819,500	3,351,904	2,566,900	785,004	30.6%
Total Water Sales	<u>49,229,400</u>	<u>41,463,586</u>	<u>43,873,000</u>	<u>(2,409,414)</u>	<u>(5.5%)</u>
Reclamation Sales	6,344,500	5,425,278	5,470,500	(45,222)	(0.8%)
Sewer Charges	2,145,300	1,986,269	1,969,600	16,669	0.8%
Meter Fees	103,800	59,948	95,150	(35,202)	(37.0%)
Capacity Fee Revenues	1,301,900	1,403,334	1,193,500	209,834	17.6%
Betterment Fees for Maintenance	895,900	536,860	821,200	(284,340)	(34.6%)
Annexation Fees	483,600	276,790	443,300	(166,510)	(37.6%)
Non-Operating Revenues *	1,633,100	4,376,227	1,459,950	2,916,277	199.8%
Tax Revenues	4,137,300	3,941,285	4,004,600	(63,315)	(1.6%)
Interest	667,800	359,996	591,500	(231,504)	(39.1%)
General Fund Draw Down	120,100	110,100	110,100	-	0.0%
Total Revenue	<u>\$ 67,062,700</u>	<u>\$ 59,939,674</u>	<u>\$ 60,032,400</u>	<u>\$ (92,726)</u>	<u>(0.2%)</u>
EXPENSES:					
Potable Water Purchases	\$ 25,183,600	\$ 20,660,457	\$ 22,373,700	\$ 1,713,243	7.7%
Recycled Water Purchases	1,490,800	1,140,033	1,284,600	144,567	11.3%
CWA-Infrastructure Access Charge	1,227,500	1,118,618	1,118,710	92	0.0%
CWA-Customer Service Charge	1,049,800	959,409	959,700	291	0.0%
CWA-Emergency Storage Charge	1,774,700	1,623,688	1,623,700	12	0.0%
MWD-Capacity Res Charge	602,800	552,204	552,000	(204)	(0.0%)
MWD-Readiness to Serve Charge	665,100	609,664	609,600	(64)	(0.0%)
Subtotal Water Purchases	<u>31,994,300</u>	<u>26,664,073</u>	<u>28,522,010</u>	<u>1,857,937</u>	<u>6.5%</u>
Power Charges	2,780,500	2,653,461	2,515,500	(137,961)	(5.5%)
Payroll & Related Costs	17,185,400	15,222,926	15,727,550	504,624	3.2%
Material & Maintenance	3,872,800	3,089,553	3,494,067	404,513	11.6%
Administrative Expenses	5,467,600	4,317,433	4,885,101	567,667	11.6%
Legal Fees *	467,500	1,029,793	428,542	(601,251)	(140.3%)
Expansion Reserve	5,016,700	4,598,600	4,598,600	-	0.0%
Replacement Reserve	277,900	254,700	254,700	-	0.0%
Total Expenses	<u>\$ 67,062,700</u>	<u>\$ 57,830,540</u>	<u>\$ 60,426,069</u>	<u>\$ 2,595,529</u>	<u>4.3%</u>
Excess Revenue (Expense)	<u>\$ -</u>	<u>\$ 2,109,135</u>	<u>\$ (393,669)</u>	<u>\$ 2,502,803</u>	<u>*</u>

* The \$2,502,803 positive variance reflects the net effect of the successful settlement of the AIG/Kemper litigation. The District received \$1,506,000 as net proceeds after deducting agreed upon fees and expenses of approximately \$744,000 from the \$2.25 million settlement.

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW
MAY 31, 2009**

INVESTMENT OVERVIEW & MARKET STATUS:

The federal funds rate has remained constant now for over 5-months. On December 16th, at the Federal Reserve Board's regular scheduled meeting, the federal funds rate was lowered from 1.00% to "a target range of between Zero and 0.25%" in response to the nation's ongoing financial crisis, as well as banking industry pressure to ease credit and stimulate the economy. This marked the ninth reduction in a row since September 18, 2007, when the rate was 5.25%. They went on to say: "The Committee anticipates that weak economic conditions are likely to warrant exceptionally low levels of the federal funds rate for some time." There have been no further changes made to the federal funds rate at the Federal Reserve Board's subsequent regular scheduled meetings, the most recent of which was held on April 29, 2009.

Despite the large drop in available interest rates, the District's overall effective rate of return on at May 31st was 1.88%. At the same time the LAIF return on deposits has also dropped over the last several months, reaching an average effective yield of 1.53% for the month of May 2009. 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: May 31, 2009

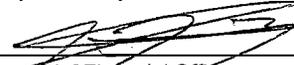
<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01: Treasury Securities	100%	100%	0
8.02: Local Agency Investment Fund (Operations)	\$40 Million	\$40 Million	\$5.08 Million
8.02: Local Agency Investment Fund (Bonds)	100%	100%	0
8.03: Federal Agency Issues	100%	100%	25.84%
8.04: Certificates of Deposit	30%	15%	3.98%
8.05: Short-Term Commercial Notes	25%	15%	0
8.06: Medium-Term Commercial Debt	30%	15%	5.17%
8.07: Money Market Mutual Funds	20%	15%	0
8.08: San Diego County Pool	100%	100%	51.08%
12.0: Maximum Single Financial Institution	100%	50%	7.37%

**OTAY
Portfolio Management
Portfolio Summary
May 31, 2009**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Corporate Notes	4,000,000.00	4,118,280.00	4,047,174.33	5.64	877	555	1.973	2.000
Federal Agency Issues- Callable	20,000,000.00	20,080,500.00	19,999,018.06	27.88	758	613	2.291	2.322
Certificates of Deposit - Bank	3,079,108.00	3,079,108.00	3,079,108.00	4.29	373	229	2.794	2.832
Local Agency Investment Fund (LAIF)	5,080,183.45	5,089,477.81	5,080,183.45	7.08	1	1	1.509	1.530
San Diego County Pool	39,534,302.21	39,782,664.59	39,534,302.21	55.11	1	1	1.500	1.521
	71,693,593.66	72,150,030.40	71,739,786.05	100.00%	277	213	1.803	1.828
Investments								
Cash								
Passbook/Checking (not included in yield calculations)	5,706,761.58	5,706,761.58	5,706,761.58		1	1	0.140	0.142
Total Cash and Investments	77,400,355.24	77,856,791.98	77,446,547.63		277	213	1.803	1.828

Total Earnings	May 31 Month Ending	Fiscal Year To Date
Current Year	125,820.10	2,157,748.05
Average Daily Balance	78,618,441.62	80,688,679.90
Effective Rate of Return	1.88%	2.91%

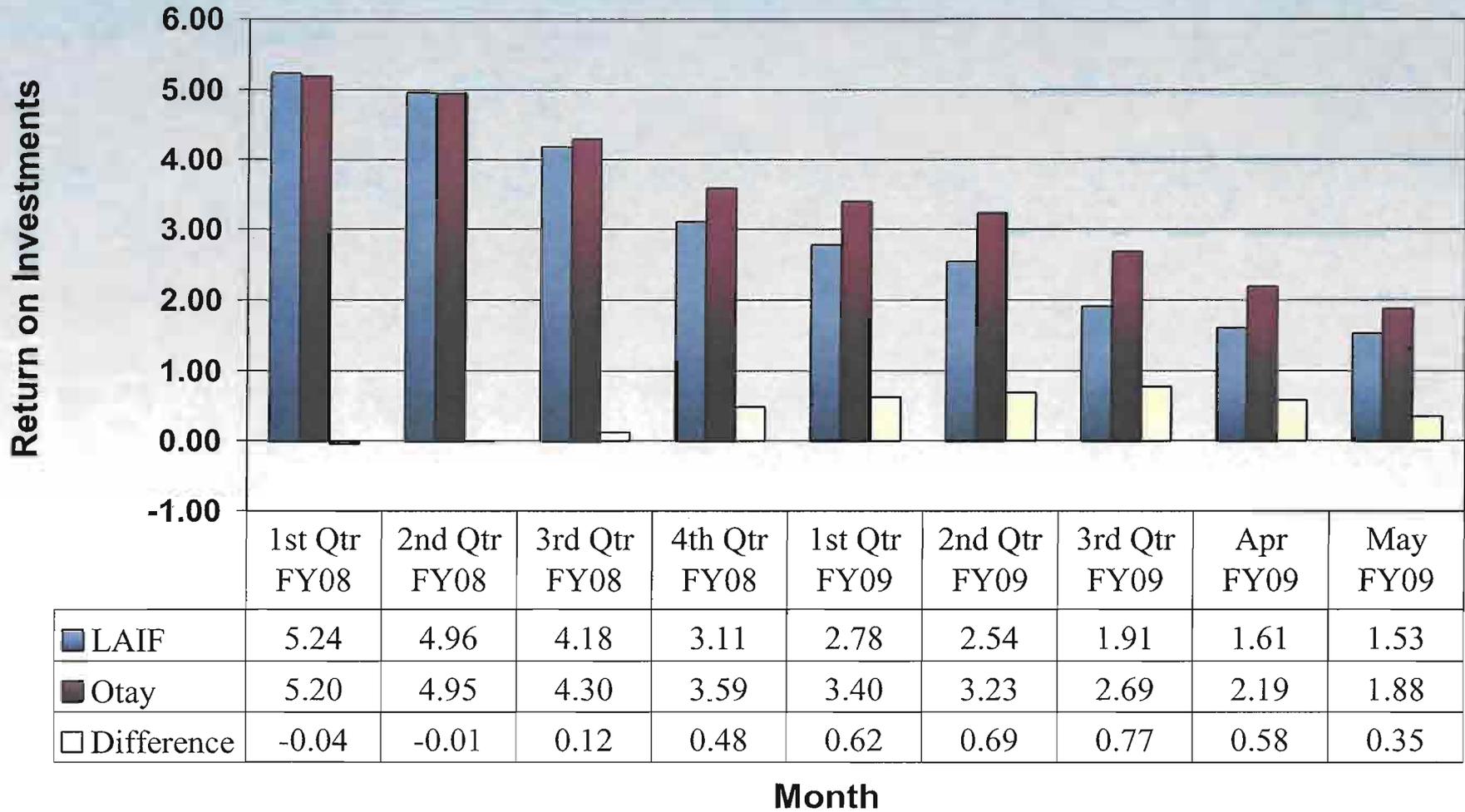
I hereby certify that the investments contained in this report are made in accordance with the District Investment Policy Number 27 adopted by the Board of Directors on September 6, 2006. The market value information provided by Interactive Data Corporation. The investments provide sufficient liquidity to meet the cash flow requirements of the District for the next six months of expenditures.


Joseph Beachem, Chief Financial Officer

6-15-09

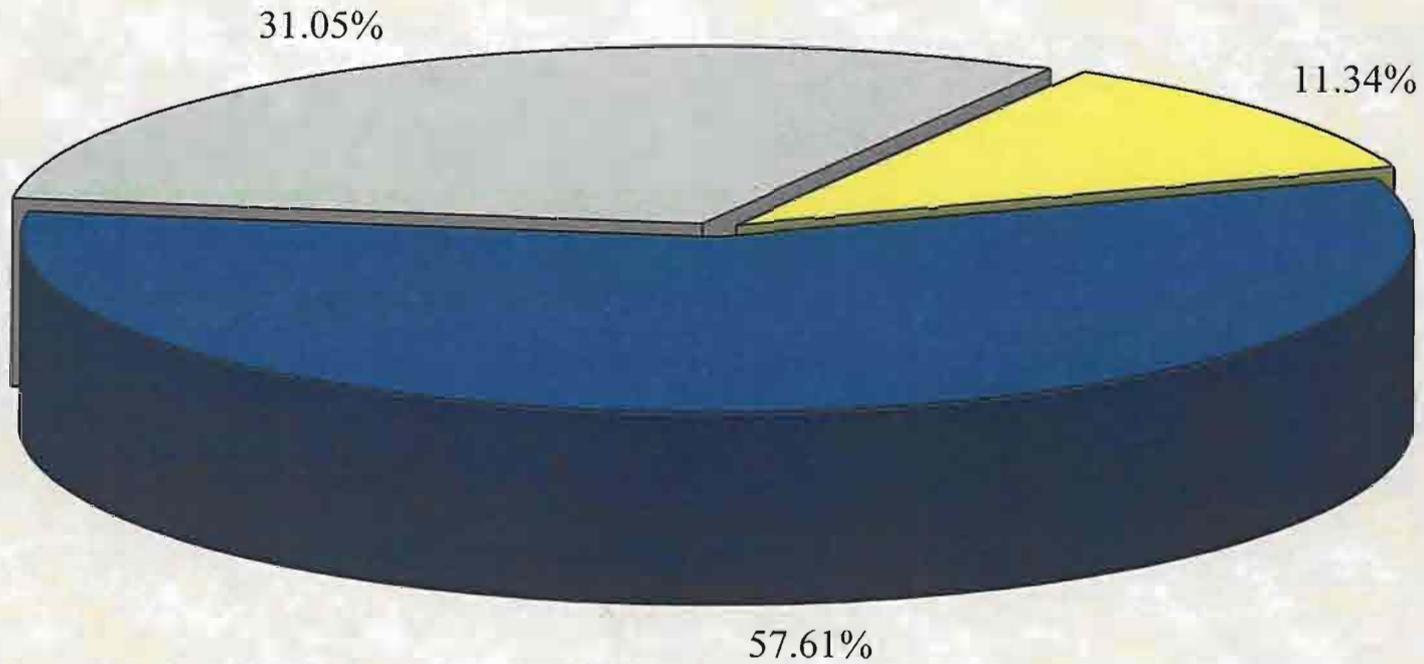
Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF



■ LAIF
 ■ Otay
 ■ Difference

Otay Water District Investment Portfolio: 05/31/09



■ Banks (Passbook/Checking/CD) ■ Pools (LAIF & County) ■ Agencies & Corporate Notes

OTAY
Portfolio Management
Portfolio Details - Investments
May 31, 2009

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												
084664AF8	2094	Berkshire Hathaway Fin		03/10/2009	2,000,000.00	2,068,960.00	2,030,535.43	4.200		1.973	562	12/15/2010
36962G2S2	2044	General Electric Capital		11/16/2007	2,000,000.00	2,049,320.00	2,016,638.90	5.000	Aaa	1.973	548	12/01/2010
Subtotal and Average			4,048,380.14		4,000,000.00	4,118,280.00	4,047,174.33			1.973	555	
Federal Agency Issues- Callable												
31398AWJ7	2097	Fannie Mae		04/08/2009	2,000,000.00	2,011,880.00	2,000,000.00	1.875		1.849	676	04/08/2011
31331GWK1	2100	Federal Farm Credit Bank		05/28/2009	2,000,000.00	2,000,620.00	2,000,000.00	1.100		1.134	637	02/28/2011
3133XTLP9	2099	Federal Home Loan Bank		05/18/2009	2,000,000.00	2,003,120.00	1,999,018.06	1.525		1.538	716	05/18/2011
3128X7TT1	2079	Federal Home Loan Mortgage		06/02/2008	2,000,000.00	2,000,180.00	2,000,000.00	3.625		3.575	731	06/02/2011
3128X8QH8	2095	Federal Home Loan Mortgage		03/16/2009	2,000,000.00	2,013,780.00	2,000,000.00	2.000		1.973	653	03/16/2011
3128X8WC2	2098	Federal Home Loan Mortgage		04/20/2009	2,000,000.00	2,012,780.00	2,000,000.00	1.750		1.726	688	04/20/2011
3136F9SA2	2080	Federal National Mortgage Assoc		06/10/2008	2,000,000.00	2,001,260.00	2,000,000.00	3.265		3.220	374	06/10/2010
3136F9WV1	2085	Federal National Mortgage Assoc		07/02/2008	2,000,000.00	2,006,260.00	2,000,000.00	4.000		3.945	396	07/02/2010
3136FHAA3	2091	Federal National Mortgage Assoc		02/11/2009	2,000,000.00	2,015,000.00	2,000,000.00	2.000		1.973	620	02/11/2011
31398AVL3	2093	Federal National Mortgage Assoc		03/02/2009	2,000,000.00	2,015,620.00	2,000,000.00	2.000		1.973	639	03/02/2011
Subtotal and Average			20,128,224.97		20,000,000.00	20,080,500.00	19,999,018.06			2.291	613	
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	235	01/22/2010
1005581024	2090	Neighborhood National Bank		12/11/2008	1,000,000.00	1,000,000.00	1,000,000.00	3.150		3.150	192	12/10/2009
1006200563	2096	Neighborhood National Bank		02/05/2009	2,000,000.00	2,000,000.00	2,000,000.00	2.600		2.600	248	02/04/2010
Subtotal and Average			3,079,108.00		3,079,108.00	3,079,108.00	3,079,108.00			2.794	229	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	5,080,183.45	5,089,477.81	5,080,183.45	1.530		1.509	1	
LAIF COPS07	9009	STATE OF CALIFORNIA		03/07/2007	0.00	0.00	0.00	1.530		1.509	1	
Subtotal and Average			20,028,570.55		5,080,183.45	5,089,477.81	5,080,183.45			1.509	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County		07/01/2004	39,534,302.21	39,782,664.59	39,534,302.21	1.521		1.500	1	
Subtotal and Average			27,598,818.34		39,534,302.21	39,782,664.59	39,534,302.21			1.500	1	

OTAY
Portfolio Management
Portfolio Details - Investments
May 31, 2009

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity
Total and Average			78,618,441.62		71,693,593.66	72,150,030.40	71,739,786.05			1.803	213

OTAY
Portfolio Management
Portfolio Details - Cash
May 31, 2009

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	10,079.77	10,079.77	10,079.77	0.150		0.148	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	5,668,904.55	5,668,904.55	5,668,904.55	0.143		0.141	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			78,618,441.62		77,400,355.24	77,856,791.98	77,446,547.63			1.803	213

OTAY
Activity Report
Sorted By Issuer
July 1, 2008 - May 31, 2009

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value	Current Rate	Transaction Date	Purchases or Deposits	Par Value	Ending Balance
				Beginning Balance				Redemptions or Withdrawals	
Issuer: Berkshire Hathaway Fin									
Corporate Notes									
084664AF8	2094	Berkshire Hathaway Fin			4.200	03/10/2009	2,000,000.00	0.00	
		Subtotal and Balance		0.00			2,000,000.00	0.00	2,000,000.00
		Issuer Subtotal	2.584%	0.00			2,000,000.00	0.00	2,000,000.00
Issuer: STATE OF CALIFORNIA									
Union Bank									
UNION MONEY	9002	STATE OF CALIFORNIA			0.150		101,573,523.77	101,573,460.93	
UNION OPERATING	9004	STATE OF CALIFORNIA			0.143		9,780,737.46	5,654,240.94	
PAYROLL	9005	STATE OF CALIFORNIA					3,483.82	2,883.82	
		Subtotal and Balance		1,579,602.22			111,357,745.05	107,230,585.69	5,706,761.58
Local Agency Investment Fund (LAIF)									
LAIF	9001	STATE OF CALIFORNIA			1.530		76,296,701.66	82,005,000.00	
LAIF COPS07	9009	STATE OF CALIFORNIA			1.530		35,924.82	1,475,579.60	
		Subtotal and Balance		12,228,136.57			76,332,626.48	83,480,579.60	5,080,183.45
		Issuer Subtotal	13.937%	13,807,738.79			187,690,371.53	190,711,165.29	10,786,945.03
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
		Subtotal and Balance		79,108.00					79,108.00
		Issuer Subtotal	0.102%	79,108.00			0.00	0.00	79,108.00
Issuer: Fannie Mae									
Federal Agency Issues- Callable									
31398AMX7	2064	Fannie Mae			3.000	02/19/2009	0.00	2,000,000.00	

OTAY
Activity Report
July 1, 2008 - May 31, 2009

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: Fannie Mae										
Federal Agency Issues- Callable										
31398AWJ7	2097	Fannie Mae			1.875	04/08/2009	2,000,000.00	0.00		
Subtotal and Balance				2,000,000.00			2,000,000.00	2,000,000.00	2,000,000.00	
Issuer Subtotal			2.584%	2,000,000.00			2,000,000.00	2,000,000.00	2,000,000.00	
Issuer: Federal Farm Credit Bank										
Federal Agency Issues- Callable										
31331YB74	2073	Federal Farm Credit Bank			3.180	04/07/2009	0.00	2,000,000.00		
31331GWK1	2100	Federal Farm Credit Bank			1.100	05/28/2009	2,000,000.00	0.00		
Subtotal and Balance				2,000,000.00			2,000,000.00	2,000,000.00	2,000,000.00	
Issuer Subtotal			2.584%	2,000,000.00			2,000,000.00	2,000,000.00	2,000,000.00	
Issuer: Federal Home Loan Bank										
Federal Agency Issues- Callable										
3133XLT17	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		
3133XNS42	2058	Federal Home Loan Bank			4.250	12/18/2008	0.00	2,000,000.00		
3133XNPR4	2059	Federal Home Loan Bank			4.350	12/24/2008	0.00	1,800,000.00		
3133XPDR2	2062	Federal Home Loan Bank			3.060	01/29/2009	0.00	2,000,000.00		
3133XPDS0	2063	Federal Home Loan Bank			3.250	01/30/2009	0.00	2,000,000.00		
3133XPWL4	2065	Federal Home Loan Bank			3.000	02/26/2009	0.00	2,000,000.00		
3133XPX90	2067	Federal Home Loan Bank			3.020	03/05/2009	0.00	2,000,000.00		
3133XPZN7	2068	Federal Home Loan Bank			3.350	09/03/2008	0.00	1,905,000.00		
3133XQC91	2070	Federal Home Loan Bank			3.125	12/17/2008	0.00	2,000,000.00		
3133XQF23	2071	Federal Home Loan Bank			3.250	03/25/2009	0.00	2,000,000.00		
3133XQJ78	2072	Federal Home Loan Bank			3.150	04/14/2009	0.00	2,000,000.00		
3133XQMC3	2074	Federal Home Loan Bank			2.900	04/14/2009	0.00	2,000,000.00		
3133XQUX8	2075	Federal Home Loan Bank			3.100	04/29/2009	0.00	2,000,000.00		
3133XRNM8	2083	Federal Home Loan Bank			3.650	03/31/2009	0.00	2,000,000.00		
3133XRK74	2084	Federal Home Loan Bank			3.500	12/30/2008	0.00	2,000,000.00		

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Fund
July 1, 2008 - May 31, 2009

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	346,701.66	6,055,000.00	0.00	9,831.42	5,089,477.81
UNION MONEY	9002	99	Amortized		10,016.93	0.00	465.58	465.58	0.00	0.00	10,079.77
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	12,718.82	12,718.82	0.00	0.00	5,668,904.55
PAYROLL	9005	99	Amortized		24,377.26	0.00	0.00	0.00	0.00	0.00	24,977.26
SD COUNTY POOL	9007	99	Fair Value		12,219,100.73	0.00	357,202.72	357,202.72	0.00	206,361.13	39,782,664.59
UNION IOC	9008	99	Amortized		0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAIF COPS07	9009	99	Fair Value		1,439,583.11	0.00	35,924.82	1,475,579.60	0.00	71.67	0.00
3133XLT7	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	-2,384.10	2,049,320.00
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	2,000,000.00	0.00	-11,250.00	0.00
3133XNPR4	2059	99	Fair Value	12/24/2010	1,810,687.50	0.00	0.00	1,800,000.00	0.00	-10,687.50	0.00
31398AKS0	2060	99	Fair Value	01/07/2011	2,012,500.00	0.00	0.00	2,000,000.00	0.00	-12,500.00	0.00
1002812475	2061	99	Amortized	12/13/2008	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	0.00
3133XPDR2	2062	99	Fair Value	01/29/2010	2,000,000.00	0.00	0.00	2,000,000.00	0.00	0.00	0.00
3133XPDS0	2063	99	Fair Value	07/30/2010	1,997,500.00	0.00	0.00	2,000,000.00	0.00	2,500.00	0.00
31398AMX7	2064	99	Fair Value	02/19/2010	1,998,125.00	0.00	0.00	2,000,000.00	0.00	1,875.00	0.00
3133XPWL4	2065	99	Fair Value	02/26/2010	1,996,875.00	0.00	0.00	2,000,000.00	0.00	3,125.00	0.00
205003183	2066	99	Amortized	01/22/2010	79,108.00	0.00	0.00	0.00	0.00	0.00	79,108.00
3133XPX90	2067	99	Fair Value	03/05/2010	1,997,500.00	0.00	0.00	2,000,000.00	0.00	2,500.00	0.00
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	2,000,000.00	0.00	11,875.00	0.00
3133XQC91	2070	99	Fair Value	12/17/2010	1,985,625.00	0.00	0.00	2,000,000.00	0.00	14,375.00	0.00
3133XQF23	2071	99	Fair Value	03/25/2011	1,983,125.00	0.00	0.00	2,000,000.00	0.00	16,875.00	0.00
3133XQJ78	2072	99	Fair Value	04/14/2011	1,965,625.00	0.00	0.00	2,000,000.00	0.00	34,375.00	0.00
31331YB74	2073	99	Fair Value	04/07/2011	1,979,375.00	0.00	0.00	2,000,000.00	0.00	20,625.00	0.00
3133XQMC3	2074	99	Fair Value	10/14/2010	1,980,000.00	0.00	0.00	2,000,000.00	0.00	20,000.00	0.00

Portfolio OTAY
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OTAY
GASB 31 Compliance Detail
Sorted by Fund - Fund

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	2,000,000.00	0.00	12,500.00	0.00
3136F9LP6	2076	99	Fair Value	04/28/2010	1,994,375.00	0.00	0.00	2,000,000.00	0.00	5,625.00	0.00
3136F9NB5	2077	99	Fair Value	05/12/2010	1,991,875.00	0.00	0.00	2,000,000.00	0.00	8,125.00	0.00
31398ARD6	2078	99	Fair Value	05/19/2011	1,997,500.00	0.00	0.00	2,000,000.00	0.00	2,500.00	0.00
3128X7TT1	2079	99	Fair Value	06/02/2011	1,997,510.07	0.00	0.00	0.00	0.00	2,669.93	2,000,180.00
3136F9SA2	2080	99	Fair Value	06/10/2010	2,000,625.00	0.00	0.00	0.00	0.00	635.00	2,001,260.00
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	2,000,000.00	0.00	-6,940.00	0.00
3133XRNM8	2083	99	Fair Value	03/30/2010	2,011,250.00	0.00	0.00	2,000,000.00	0.00	-11,250.00	0.00
3133XRK74	2084	99	Fair Value	12/30/2009	2,008,125.00	0.00	0.00	2,000,000.00	0.00	-8,125.00	0.00
3136F9WV1	2085	99	Fair Value	07/02/2010	0.00	2,000,000.00	0.00	0.00	0.00	6,260.00	2,006,260.00
3133XS6Q6	2086	99	Fair Value	10/01/2010	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3133XSDG0	2087	99	Fair Value	10/02/2009	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3133XSCC0	2088	99	Fair Value	10/14/2011	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3133XSFC7	2089	99	Fair Value	04/02/2009	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
1005581024	2090	99	Amortized	12/10/2009	0.00	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00
3136FHAA3	2091	99	Fair Value	02/11/2011	0.00	2,000,000.00	0.00	0.00	0.00	15,000.00	2,015,000.00
3128X8JA1	2092	99	Fair Value	02/18/2011	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
31398AVL3	2093	99	Fair Value	03/02/2011	0.00	2,000,000.00	0.00	0.00	0.00	15,620.00	2,015,620.00
084664AF8	2094	99	Fair Value	12/15/2010	0.00	2,035,000.00	0.00	0.00	0.00	33,960.00	2,068,960.00
3128X8QH8	2095	99	Fair Value	03/16/2011	0.00	2,000,000.00	0.00	0.00	0.00	13,780.00	2,013,780.00
1006200563	2096	99	Amortized	02/04/2010	0.00	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00
31398AWJ7	2097	99	Fair Value	04/08/2011	0.00	2,000,000.00	0.00	0.00	0.00	11,880.00	2,011,880.00
3128X8WC2	2098	99	Fair Value	04/20/2011	0.00	2,000,000.00	0.00	0.00	0.00	12,780.00	2,012,780.00
3133XTLP9	2099	99	Fair Value	05/18/2011	0.00	1,999,000.00	0.00	0.00	0.00	4,120.00	2,003,120.00
31331GWK1	2100	99	Fair Value	02/28/2011	0.00	2,000,000.00	0.00	0.00	0.00	620.00	2,000,620.00
Subtotal					87,788,742.96	31,034,000.00	753,013.60	73,605,966.72	0.00	402,640.05	77,856,791.98
Total					87,788,742.96	31,034,000.00	753,013.60	73,605,966.72	0.00	402,640.05	77,856,791.98

Portfolio OTAY
AP

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 05/31/2009

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
084664AF8	2094	99	Berkshire Hathaway Fin	Fair	2,030,535.43	2,000,000.00	2,068,960.00	4.200	2.000	1.916	12/15/2010	1.465
36962G2S2	2044	99	General Electric Capital	Fair	2,016,638.90	2,000,000.00	2,049,320.00	5.000	2.000	0.000	12/01/2010	1.465
31398AWJ7	2097	99	Fannie Mae	Fair	2,000,000.00	2,000,000.00	2,011,880.00	1.875	1.875	1.174c	04/08/2010	0.843
31331GWK1	2100	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	2,000,620.00	1.100	1.150	1.038c	08/28/2009	0.241
3128X7TT1	2079	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,000,180.00	3.625	3.625	3.607c	06/02/2009	0.002
3133XTLP9	2099	99	Federal Home Loan Bank	Fair	1,999,018.06	2,000,000.00	2,003,120.00	1.525	1.559	1.212c	08/18/2009	0.000
3136F9SA2	2080	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,001,260.00	3.265	3.265	3.137c	06/10/2009	0.024
3128X8WC2	2098	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,012,780.00	1.750	1.750	1.024c	04/20/2010	0.877
3128X8QH8	2095	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,013,780.00	2.000	2.000	1.124c	03/16/2010	0.782
31398AVL3	2093	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,015,620.00	2.000	2.000	0.957c	03/02/2010	0.743
3136FHAA3	2091	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,015,000.00	2.000	2.000	0.915c	02/11/2010	0.686
3136F9WV1	2085	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,006,260.00	4.000	4.000	3.363c	07/02/2009	0.084
1005581024	2090	99	Neighborhood National Bank	Amort	1,000,000.00	1,000,000.00	1,000,000.00	3.150	3.194	3.150	12/10/2009	0.517 †
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	0.632 †
1006200563	2096	99	Neighborhood National Bank	Amort	2,000,000.00	2,000,000.00	2,000,000.00	2.600	2.636	2.600	02/04/2010	0.666 †
LAIF COPS07	9009	99	STATE OF CALIFORNIA	Fair	0.00	0.00	0.00	1.530	1.530	1.530		0.000
LAIF	9001	99	STATE OF CALIFORNIA	Fair	5,080,183.45	5,080,183.45	5,089,477.81	1.530	1.530	1.530		0.000
SD COUNTY	9007	99	San Diego County	Fair	39,534,302.21	39,534,302.21	39,782,664.59	1.521	1.521	1.521		0.000
Report Total					71,739,786.05	71,693,593.66	72,150,030.40			1.609		0.229 †

† = Duration can not be calculated on these investments due to incomplete Market price data.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	July 1, 2009
SUBMITTED BY:	Sean Prendergast, Finance Supervisor, Payroll & AP	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)	Joseph Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager		
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 (2018235-2018719)	\$3,092,162.84
WIRE TO:	
CITY TREASURER - METROPOLITAN SEWERAGE SYSTEM	\$130,378.00
CITY TREASURER - RECLAIMED WATER PURCH - APR	\$100,972.62
CALPERS - OTHER POST EMPLOYMENT BENEFITS	\$145,500.00
DELTA HEALTH SYSTEMS - DENTAL & COBRA CLAIMS	\$19,927.31
LANDESBANK - CERTIFICATES OF PARTICIPATION	\$1,721.88
SAN DIEGO COUNTY WATER - WATER DELIVERIES - APR	\$2,091,449.52
SPECIAL DISTRICT RISK MGMT - INSURANCE PREM - JUL	\$187,391.16
UNION BANK - PAYROLL TAXES	\$280,867.76
WAGeworks	\$56,000.00
TOTAL CASH DISBURSEMENTS	\$6,106,371.09

RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2018235 THROUGH 2018719
RUN DATES 6/3/2009 TO 6/24/2009

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2018235	06/03/09	01910	ABCANA INDUSTRIES	841191	05/11/09	BULK SODIUM HYPOCHLORITE	1,317.79	2,522.83
				841448	05/14/09	BULK SODIUM HYPOCHLORITE	626.68	
				841190	05/11/09	BULK SODIUM HYPOCHLORITE	578.36	
2018236	06/03/09	08488	ABLEFORCE INC	1739	05/27/09	CONSULTING SERVICES - IS DEPT	4,250.00	6,250.00
				1740	05/27/09	CONSULTING SERVICES - IS DEPT	2,000.00	
2018237	06/03/09	00132	AIRGAS WEST	103242761	05/13/09	BREATHING AIR - TREATMENT PLANT	140.15	140.15
2018238	06/03/09	01326	AMERICAN BATTERY SUPPLY	A8690		CREDIT PRICE DISCREPANCY	(14.14)	851.34
				A8690	05/12/09	SCADA UPS AND SOLAR BATTERIES	865.48	
2018239	06/03/09	06166	AMERICAN MESSAGING	L1109570JF	06/01/09	PAGER SERVICES	446.36	446.36
2018240	06/03/09	08967	ANTHEM BLUE CROSS EAP	40777	05/20/09	EMPLOYEE ASSISTANCE PROGRAM SERVICES	379.50	379.50
2018241	06/03/09	02829	APPLIED TECHNOLOGY GROUP INC	191740	05/14/09	RADIO ANTENNA CABLE	92.36	92.36
2018242	06/03/09	10418	ARMANDO VIDALES	RF250364637	05/26/09	UB REFUND ACCT #250-3646-37	103.16	103.16
2018243	06/03/09	00501	AT&T	CPS001151	05/29/09	CONFERENCE PHONE SERVICE	438.77	438.77
2018244	06/03/09	05758	AT&T	001222	05/07/09	PHONE SERVICE (HI HEAD P/S-SCADA)	32.36	32.36
2018245	06/03/09	03458	BREITFELDER, LARRY	70130409	04/30/09	MILEAGE REIMBURSEMENT	68.20	101.20
				70130509	05/30/09	MILEAGE REIMBURSEMENT	33.00	
2018246	06/03/09	08156	BROWNSTEIN HYATT FARBER	428237	05/29/09	LEGISLATIVE ADVOCACY SERVICES	7,767.00	7,767.00
2018247	06/03/09	00223	C W MCGRATH INC	33078	05/15/09	CRUSHED ROCK	169.69	169.69
2018248	06/03/09	02920	CALIFORNIA COMMERCIAL	83591	05/08/09	ASPHALT	1,143.62	1,143.62
2018249	06/03/09	00192	CALIFORNIA WATER ENVIRONMENT	001253	06/01/09	CERTIFICATE RENEWAL	61.00	61.00
2018250	06/03/09	01004	CALOLYMPIC SAFETY	055559	05/12/09	FULL FACE CARTRIDGE ADAPTER	122.89	122.89
2018251	06/03/09	03527	CARDIAC SCIENCE CORP	1151880	05/08/09	POWERHEART AED G3 FOR CREW ROOM	1,914.23	1,914.23
2018252	06/03/09	03491	CASA DE ORO CAR WASH	23	05/09/09	VEHICLE WASHING	1,701.96	1,701.96
2018253	06/03/09	00446	CITY OF CHULA VISTA	001243	05/26/09	IFG SPONSORSHIP	300.00	300.00
2018254	06/03/09	03706	CONSUMERS PIPE & SUPPLY CO	S1098615001	04/13/09	WAREHOUSE SUPPLIES	1,098.27	1,098.27
2018255	06/03/09	08479	COUNTY OF SAN DIEGO	CA71962	03/16/09	SEWER O & M AND CAPITAL REPLACEMENT	283,292.00	283,292.00
2018256	06/03/09	05125	CUDLIP, JAMES	001258	05/27/09	TUITION REIMBURSEMENT	250.41	250.41

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2018235 THROUGH 2018719
RUN DATES 6/3/2009 TO 6/24/2009

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2018257	06/03/09	00422	D & D TOOL & SUPPLY	S1778889001	04/24/09	SAFETY SUPPLIES	941.71	941.71
2018258	06/03/09	02447	EDCO DISPOSAL CORPORATION	001245	05/31/09	RECYCLING SERVICES	90.00	90.00
2018259	06/03/09	00645	FEDEX	920983811	05/29/09	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	8.38	8.38
2018260	06/03/09	03546	FERGUSON WATERWORKS #1082	0313226	05/13/09	AIR-VAC REPAIR KITS	3,709.73	
				0314444	05/14/09	INVENTORY	1,800.90	
				0312742	05/12/09	INVENTORY	1,096.20	
				0314311	05/14/09	INVENTORY	925.75	
				03077181	05/08/09	RIDGIT CUTTERS	456.75	
				03125251	05/08/09	VALVE CANS	412.82	8,402.15
2018261	06/03/09	04066	FIRST CHOICE SERVICES - SD	312304	05/14/09	COFFEE SUPPLIES	75.22	75.22
2018262	06/03/09	06291	GARCIA CALDERON & RUIZ LLP	06291	05/26/09	LEGAL SERVICES	40,213.50	40,213.50
2018263	06/03/09	03537	GHA TECHNOLOGIES INC	544376	05/11/09	TONER	623.14	623.14
2018264	06/03/09	00101	GRAINGER INC	9899984968	05/14/09	HOOKS FOR KEY BOARD	32.09	32.09
2018265	06/03/09	01576	GRAYBAR ELECTRIC CO INC	941222252	05/08/09	ELECTRICAL ENCLOSURE	1,546.68	1,546.68
2018266	06/03/09	00169	HAWTHORNE POWER SYSTEMS	PS100169735	05/11/09	REPAIR PART	90.39	90.39
2018267	06/03/09	01109	HOME DEPOT CREDIT SERVICES	2016147	05/13/09	SHOVELS	306.29	
				6195902	05/19/09	PAINT SUPPLY	105.60	
				6195904	05/19/09	BLDG MAINTENANCE SUPPLIES	74.00	485.89
2018268	06/03/09	01649	IDEXX DISTRIBUTION INC	236805993	05/13/09	LABORATORY SUPPLIES	1,857.43	1,857.43
2018269	06/03/09	08969	INFOSEND INC	37061A	05/08/09	POSTAGE	4,238.18	4,238.18
2018270	06/03/09	05126	KEN DAROIS	20090530	05/29/09	NEOGOVS & WEBSITE REVIEW PROJECTS	1,800.00	1,800.00
2018271	06/03/09	05840	KIRK PAVING INC	4281	05/08/09	ANNUAL AS NEEDED PAVING SERVICES	8,386.00	8,386.00
2018272	06/03/09	04996	KNOX ATTORNEY SERVICE INC	476556	05/11/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				476555	05/11/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				476553	05/11/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				476552	05/11/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	114.40
2018273	06/03/09	10330	LAKESIDE EQUIPMENT	90661	04/28/09	RENTAL OF EXCAVATOR BACKHOE	1,324.00	1,324.00
2018274	06/03/09	06497	LAKESIDE LAND COMPANY	225926	05/12/09	ASPHALT	50.96	50.96
2018275	06/03/09	03607	LEE & RO INC	83707	05/06/09	P2009 - DESIGN OF 36-INCH PIPELINE	13,300.47	13,300.47
2018276	06/03/09	05220	LOGICALIS INTEGRATION SOLUTION	IN036164	05/11/09	POE SWITCH FOR SECURITY CAMERAS	2,508.04	2,508.04

OTAY WATER DISTRICT
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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2018277	06/03/09	05862	MARINE SERVICES COMMERCIAL	M13917	05/12/09	HYDRO TEST ON AIR CYLINDER	60.00	60.00
2018278	06/03/09	01183	MCMASTER-CARR SUPPLY CO	28863815	05/14/09	AIR SYSTEM MAINTENANCE ITEMS	315.20	315.20
2018279	06/03/09	02835	MIL-RAM TECHNOLOGY INC	982739	05/12/09	GAS DETECTOR RAIN/SPLASH GUARDS	338.25	338.25
2018280	06/03/09	01577	MINARIK CORPORATION	I0670170DD I0667827DD	05/12/09	CREDIT MEMO PLC ETH CONVERSION EQUIP	(670.48) 1,187.33	516.85
2018281	06/03/09	03393	MOBILE MINI LLC - CA	904214776	05/10/09	RENTAL 40' METER STORAGE CONTAINERS	174.73	174.73
2018282	06/03/09	09881	NATGUN CORPORATION	3	04/24/09	P2143 1296-3 RESERVOIR 2.0 MG	115,461.45	115,461.45
2018283	06/03/09	00510	OFFICE DEPOT INC	473905606001	05/13/09	OFFICE SUPPLIES	108.74	108.74
2018284	06/03/09	00496	ONESOURCE DISTRIBUTORS LLC	S3095153001	05/08/09	24VOLT/40AMP REVERSING STARTER	440.73	440.73
2018285	06/03/09	03790	PENHALL COMPANY	21957	05/08/09	FLAT SAW CUTTING SERVICES	200.00	200.00
2018286	06/03/09	03457	PERSONAL TOUCH WEST	21027	05/12/09	PROMOTIONAL EXPENSES	433.07	433.07
2018287	06/03/09	02264	PLASTERER, MICHAEL L	001254	06/02/09	SAFETY BOOTS REIMBURSEMENT	118.51	118.51
2018288	06/03/09	06641	PRUDENTIAL OVERALL SUPPLY	30008878 30008877 30008879 30008461 30008880 30008460	05/14/09 05/14/09 05/14/09 05/13/09 05/14/09 05/13/09	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS	334.71 183.79 109.80 94.96 63.45 63.39	850.10
2018289	06/03/09	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2396128	05/28/09	PERS CONTRIBUTION	126,509.35	126,509.35
2018290	06/03/09	01409	PUMP CHECK	3360 3355 3419 3420	05/14/09 05/14/09 05/14/09 05/14/09	PUMP EFFICIENCY TESTING PUMP EFFICIENCY TESTING PUMP EFFICIENCY TESTING PUMP EFFICIENCY TESTING	2,900.00 2,320.00 2,320.00 2,030.00	9,570.00
2018291	06/03/09	01342	R J SAFETY SUPPLY CO INC	26276700	05/13/09	SAFETY SUPPLIES	315.09	315.09
2018292	06/03/09	02041	RBF CONSULTING	9040016	05/11/09	CIP P2009 - 36 INCH PIPELINE	12,710.00	12,710.00
2018293	06/03/09	00021	RCP BLOCK & BRICK INC	4335071	05/12/09	CONCRETE	783.00	783.00
2018294	06/03/09	06645	RELIABLE ELEVATOR INC	16973	05/01/09	ELEVATOR SERVICE & MAINTENANCE	416.01	416.01
2018295	06/03/09	00164	REXEL	800641167	05/01/09	CUTLER HAMMER SOFT STARTS	1,090.84	1,090.84
2018296	06/03/09	00121	SAN DIEGO GAS & ELECTRIC	001251	05/28/09	UTILITY EXPENSES	24,839.06	

OTAY WATER DISTRICT
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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				001247	05/28/09	UTILITY EXPENSES	11,934.07	
				001241	05/20/09	UTILITY EXPENSES	11,112.65	
				001248	05/27/09	UTILITY EXPENSES	10,488.34	
				001246	05/26/09	UTILITY EXPENSES	374.39	58,748.51
2018297	06/03/09	00419	SHAPE PRODUCTS	140265	05/14/09	LABORATORY SUPPLIES	506.24	506.24
2018298	06/03/09	01651	SHARP REES-STEALY MEDICAL CTRS	212	05/16/09	HEARING EXAMS FOR OPS STAFF	300.00	300.00
2018299	06/03/09	05983	SIEMENS WATER	2768476	05/13/09	W&T MICRO 2000 CL2 ANALYZER PARTS	3,688.11	3,688.11
2018300	06/03/09	00258	SLOAN ELECTRIC CO	13957	05/13/09	REBUILD ON #4 PUMP AT 711-1 PUMP STATION	31,805.63	31,805.63
2018301	06/03/09	03103	SOUTHCOAST HEATING &	C40325	05/11/09	AIR CONDITIONING MAINTENANCE	908.00	908.00
2018302	06/03/09	06853	SOUTHERN CALIFORNIA SOIL	350650	04/15/09	ON CALL GEOTECHNICAL SERVICES	3,944.60	3,944.60
2018303	06/03/09	03760	SPANKY'S PORTABLE SERVICES INC	808184	05/08/09	PORTABLE TOILET RENTAL	80.06	
				808185	05/08/09	PORTABLE TOILET RENTAL	80.06	
				808186	05/08/09	PORTABLE TOILET RENTAL	80.06	
				808187	05/08/09	PORTABLE TOILET RENTAL	80.06	
				808264	05/11/09	PORTABLE TOILET RENTAL	80.06	400.30
2018304	06/03/09	03516	SPECIAL DISTRICT RISK	28776	05/13/09	LIABILITY INSURANCE	89.88	89.88
2018305	06/03/09	05494	SPRINT	901500243032	05/12/09	GIS (AIR-TRAK) CELLULAR SERVICE	3,539.15	3,539.15
2018306	06/03/09	10094	SPRINT NATIONAL LEASE MGMT	SD34XC531REF2	05/29/09	SITE RENTAL PAYMENT REFUND	5,222.56	5,222.56
2018307	06/03/09	07678	STREAMLINE FORMS & GRAPHICS	35110	05/14/09	NCR CUSTOMER RECEIPTS	315.52	
				35112	05/14/09	TAGS	292.54	608.06
2018308	06/03/09	02799	TARULLI TIRE INC - SAN DIEGO	20038211	05/13/09	TIRE SERVICE	402.66	402.66
2018309	06/03/09	03261	TYLER TECHNOLOGIES INC	11585	05/13/09	EDEN SYSTEMS CONSULTING	5,205.76	5,205.76
2018310	06/03/09	08262	UNITED RENTALS NORTHWEST INC	81222442001	05/11/09	CONCRETE	179.44	179.44
2018311	06/03/09	07674	US BANK CORPORATE PAYMENT	001252	05/22/09	DISTRICT EXPENSES	307.72	307.72
2018312	06/03/09	08028	VALLEY CONSTRUCTION MANAGEMEN	SD080207	04/30/09	AS-NEEDED CONSTRUCTION MGMT SVCS	17,540.00	17,540.00
2018313	06/03/09	07595	WALTERS WHOLESALE ELECTRIC CO	282463201	05/13/09	CUTLER HAMMER 60HP SOFTSTART	3,806.25	3,806.25
2018314	06/03/09	01343	WE GOT YA PEST CONTROL	54549	05/09/09	PEST CONTROL - BEE REMOVAL	115.00	
				54734	05/13/09	PEST CONTROL - BEE REMOVAL	115.00	
				54425	05/05/09	PEST CONTROL - BEE REMOVAL	115.00	345.00
2018315	06/03/09	00125	WESTERN PUMP INC	0076650IN	05/13/09	APCD TEST	538.00	538.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2018235 THROUGH 2018719
RUN DATES 6/3/2009 TO 6/24/2009

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2018316	06/10/09	10478	ALLEN WORKMAN	Ref002396523	06/09/09	UB Refund Cst #0000054386	59.86	59.86
2018317	06/10/09	10497	AT ENTENTERPRISES LLC	Ref002396542	06/09/09	UB Refund Cst #0000144935	114.35	114.35
2018318	06/10/09	10489	AUGUSTO MUNIESA	Ref002396534	06/09/09	UB Refund Cst #0000092206	776.12	776.12
2018319	06/10/09	10507	AXIA REAL ESTATE GRP	Ref002396552	06/09/09	UB Refund Cst #0000124163	63.00	63.00
2018320	06/10/09	10452	BANCROFT REALTY INC	Ref002396496	06/09/09	UB Refund Cst #0000143026	55.57	55.57
2018321	06/10/09	10465	BARBARA DOWNING	Ref002396509	06/09/09	UB Refund Cst #0000144688	16.72	16.72
2018322	06/10/09	10432	BRENDA ROBINSON	Ref002396476	06/09/09	UB Refund Cst #0000125892	24.67	24.67
2018323	06/10/09	10506	BRENNEN AND ASSOCIATES	Ref002396551	06/09/09	UB Refund Cst #0000146141	56.09	56.09
2018324	06/10/09	10464	BRETT BARRAD	Ref002396508	06/09/09	UB Refund Cst #0000144627	127.49	127.49
2018325	06/10/09	10431	BYCOR GENERAL CONTRACTORS	Ref002396475	06/09/09	UB Refund Cst #0000125642	5,428.72	5,428.72
2018326	06/10/09	10439	CAMILLE BRUNO	Ref002396483	06/09/09	UB Refund Cst #0000139761	58.28	58.28
2018327	06/10/09	10475	CARMEN ESPARZA	Ref002396520	06/09/09	UB Refund Cst #0000030895	59.34	59.34
2018328	06/10/09	10470	CHARLES MEYER	Ref002396515	06/09/09	UB Refund Cst #0000019898	15.41	15.41
2018329	06/10/09	10430	CHRISTINE ZARP	Ref002396474	06/09/09	UB Refund Cst #0000125576	8.76	8.76
2018330	06/10/09	10462	DENNIS DESOUZA	Ref002396506	06/09/09	UB Refund Cst #0000144519	6.27	6.27
2018331	06/10/09	10471	EASTLAKE TERRACES LP	Ref002396516	06/09/09	UB Refund Cst #0000024569	850.00	850.00
2018332	06/10/09	10488	ELSA EDEJER	Ref002396533	06/09/09	UB Refund Cst #0000091128	19.36	19.36
2018333	06/10/09	10459	ERIC DUKE	Ref002396503	06/09/09	UB Refund Cst #0000143824	49.73	49.73
2018334	06/10/09	10437	EVA RUBIO	Ref002396481	06/09/09	UB Refund Cst #0000127595	100.74	100.74
2018335	06/10/09	09520	FLORDELIS DE LA CRUZ	Ref002396513	06/09/09	UB Refund Cst #0000011091	67.46	67.46
2018336	06/10/09	10463	GARY KENT	Ref002396507	06/09/09	UB Refund Cst #0000144615	49.73	49.73
2018337	06/10/09	10479	GHAZI SHABA	Ref002396524	06/09/09	UB Refund Cst #0000056419	116.89	116.89
2018338	06/10/09	10445	GREG SEALE	Ref002396489	06/09/09	UB Refund Cst #0000141693	61.32	61.32
2018339	06/10/09	10448	GREG SEALE	Ref002396492	06/09/09	UB Refund Cst #0000142706	27.12	27.12

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2018340	06/10/09	10453	GREG SEALE	Ref002396497	06/09/09	UB Refund Cst #0000143107	18.80	18.80
2018341	06/10/09	10486	GREGORY MINOW	Ref002396531	06/09/09	UB Refund Cst #0000090106	99.41	99.41
2018342	06/10/09	10460	GREYHOUND GENERAL INC	Ref002396504	06/09/09	UB Refund Cst #0000143902	36.35	36.35
2018343	06/10/09	10493	INTESAR MANSOUR	Ref002396538	06/09/09	UB Refund Cst #0000104311	22.70	22.70
2018344	06/10/09	10440	JEFF WAGNER	Ref002396484	06/09/09	UB Refund Cst #0000140754	16.72	16.72
2018345	06/10/09	10494	JESSICA FISHER	Ref002396539	06/09/09	UB Refund Cst #0000121141	22.83	22.83
2018346	06/10/09	10495	JOHN STENBERG	Ref002396540	06/09/09	UB Refund Cst #0000144798	46.57	46.57
2018347	06/10/09	10502	JOSEPH NICHOLS	Ref002396547	06/09/09	UB Refund Cst #0000145309	30.08	30.08
2018348	06/10/09	10484	JOSH NEIL	Ref002396529	06/09/09	UB Refund Cst #0000087443	37.70	37.70
2018349	06/10/09	10477	JUAN FERERGRINO	Ref002396522	06/09/09	UB Refund Cst #0000053683	18.04	18.04
2018350	06/10/09	10499	KISSINGER DEBRA K FAMILY TRUST	Ref002396544	06/09/09	UB Refund Cst #0000145069	5.97	5.97
2018351	06/10/09	10436	KRISTINE EHRICH	Ref002396480	06/09/09	UB Refund Cst #0000127296	6.13	6.13
2018352	06/10/09	10505	KRISTINE SLEAD	Ref002396550	06/09/09	UB Refund Cst #0000146071	23.78	23.78
2018353	06/10/09	10474	LANH NGUYEN	Ref002396519	06/09/09	UB Refund Cst #0000030357	6.34	6.34
2018354	06/10/09	10457	LANI SYLVAS	Ref002396501	06/09/09	UB Refund Cst #0000143280	20.85	20.85
2018355	06/10/09	10441	LAUREN EVANS	Ref002396485	06/09/09	UB Refund Cst #0000140969	13.21	13.21
2018356	06/10/09	10485	LILLIAN HERNANDEZ	Ref002396530	06/09/09	UB Refund Cst #0000088890	55.05	55.05
2018357	06/10/09	10451	LOAN THI	Ref002396495	06/09/09	UB Refund Cst #0000142846	20.75	20.75
2018358	06/10/09	10490	LUIS QUINTANAR	Ref002396535	06/09/09	UB Refund Cst #0000093449	23.25	23.25
2018359	06/10/09	10454	MARC CARPENTER & ASSOCIATES	Ref002396498	06/09/09	UB Refund Cst #0000143182	23.28	23.28
2018360	06/10/09	10480	MARIA LUISA LUCERO	Ref002396525	06/09/09	UB Refund Cst #0000071292	45.33	45.33
2018361	06/10/09	10455	MARIAN BROOKER	Ref002396499	06/09/09	UB Refund Cst #0000143193	47.60	47.60
2018362	06/10/09	10472	MARTHA PEREZ	Ref002396517	06/09/09	UB Refund Cst #0000026662	79.00	79.00
2018363	06/10/09	10476	MCMILLIN	Ref002396521	06/09/09	UB Refund Cst #0000034091	835.99	835.99
2018364	06/10/09	10469	MCMILLIN OTAY RANCH	Ref002396514	06/09/09	UB Refund Cst #0000019007	835.99	835.99

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2018365	06/10/09	10467	MICHAEL PORTER	Ref002396511	06/09/09	UB Refund Cst #0000003475	204.78	204.78
2018366	06/10/09	10483	MIKE WALKER	Ref002396528	06/09/09	UB Refund Cst #0000082280	35.20	35.20
2018367	06/10/09	10487	MONICA DETMER	Ref002396532	06/09/09	UB Refund Cst #0000090705	50.35	50.35
2018368	06/10/09	10438	PAILLES INVESTMENTS	Ref002396482	06/09/09	UB Refund Cst #0000135536	75.00	75.00
2018369	06/10/09	10466	PEOPLE'S CHEVROLET	Ref002396510	06/09/09	UB Refund Cst #0000000208	239.73	239.73
2018370	06/10/09	10473	PETER GRAY	Ref002396518	06/09/09	UB Refund Cst #0000027285	142.33	142.33
2018371	06/10/09	10503	QUALITY FIRST REAL ESTATE	Ref002396548	06/09/09	UB Refund Cst #0000145836	75.00	75.00
2018372	06/10/09	10450	ROBERT WEICHEL	Ref002396494	06/09/09	UB Refund Cst #0000142814	16.72	16.72
2018373	06/10/09	10496	RUTH J REYES	Ref002396541	06/09/09	UB Refund Cst #0000144911	24.99	24.99
2018374	06/10/09	10442	SAN DIEGO REALTY	Ref002396486	06/09/09	UB Refund Cst #0000141011	37.91	37.91
2018375	06/10/09	10498	SAN DIEGO REALTY	Ref002396543	06/09/09	UB Refund Cst #0000144944	19.28	19.28
2018376	06/10/09	10500	SAN DIEGO REALTY	Ref002396545	06/09/09	UB Refund Cst #0000145123	25.81	25.81
2018377	06/10/09	10461	SAN DIEGO REALTY INC	Ref002396505	06/09/09	UB Refund Cst #0000144410	27.78	27.78
2018378	06/10/09	10443	SANDRA BORRUEL	Ref002396487	06/09/09	UB Refund Cst #0000141175	6.67	6.67
2018379	06/10/09	10501	SD REO	Ref002396546	06/09/09	UB Refund Cst #0000145214	61.95	61.95
2018380	06/10/09	10434	SHARON HARMON	Ref002396478	06/09/09	UB Refund Cst #0000126468	34.91	34.91
2018381	06/10/09	10481	SHAUNA BRZEWOWSKI	Ref002396526	06/09/09	UB Refund Cst #0000081710	56.83	56.83
2018382	06/10/09	10492	SHAWNA ROBINSON	Ref002396537	06/09/09	UB Refund Cst #0000097365	69.95	69.95
2018383	06/10/09	10446	SHERI WILSON	Ref002396490	06/09/09	UB Refund Cst #0000141976	71.46	71.46
2018384	06/10/09	10447	SKANSKA USA CIVIL WEST CA DIST	Ref002396491	06/09/09	UB Refund Cst #0000142147	807.40	807.40
2018385	06/10/09	10504	SPORTS CAR CLUB OF AMERICA	Ref002396549	06/09/09	UB Refund Cst #0000145940	613.95	613.95
2018386	06/10/09	10435	TAMARA DECOUTEAU	Ref002396479	06/09/09	UB Refund Cst #0000127226	11.37	11.37
2018387	06/10/09	10456	TEAM TOWNSON	Ref002396500	06/09/09	UB Refund Cst #0000143206	22.62	22.62
2018388	06/10/09	10458	TONTZ TEAM INC	Ref002396502	06/09/09	UB Refund Cst #0000143323	20.85	20.85

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2018389	06/10/09	10444	TRIAD PROPERTIES	Ref002396488	06/09/09	UB Refund Cst #0000141406	10.48	10.48
2018390	06/10/09	10449	VALUE T SALES	Ref002396493	06/09/09	UB Refund Cst #0000142808	63.14	63.14
2018391	06/10/09	10468	VICENTE MARINO	Ref002396512	06/09/09	UB Refund Cst #0000004680	47.67	47.67
2018392	06/10/09	10482	WILLIE COVINGTON	Ref002396527	06/09/09	UB Refund Cst #0000081922	41.82	41.82
2018393	06/10/09	10433	WINFRED SALEAUMUA	Ref002396477	06/09/09	UB Refund Cst #0000126185	5.94	5.94
2018394	06/10/09	10491	YESSENIA ROMERO	Ref002396536	06/09/09	UB Refund Cst #0000094631	100.00	100.00
2018395	06/10/09	10427	2360 PASEO DE LAS AMERICAS LLC	001275	06/03/09	WORK ORDER REFUND - D0634-010296	998.87	998.87
2018396	06/10/09	01910	ABCANA INDUSTRIES	841640 841639 841839	05/18/09 05/18/09 05/21/09	HYPOCHLORITE SOLUTIONS HYPOCHLORITE SOLUTIONS HYPOCHLORITE SOLUTIONS	1,134.76 694.04 651.58	2,480.38
2018397	06/10/09	08488	ABLEFORCE INC	1749 1754 1753	06/02/09 06/09/09 06/05/09	CONSULTING SERVICES - IS DEPT CONSULTING SERVICES - IS DEPT CONSULTING SERVICES - IS DEPT	3,740.00 3,400.00 1,750.00	8,890.00
2018398	06/10/09	02362	ALLIED WASTE SERVICES #509	0509003581053	05/25/09	ASBESTOS DISPOSAL CONTAINER RENTAL	844.04	844.04
2018399	06/10/09	02829	APPLIED TECHNOLOGY GROUP INC	191747	05/20/09	CRIMP TOOL	158.00	158.00
2018400	06/10/09	03492	AQUA METRIC SALES COMPANY	0027815IN	05/19/09	HAND-HELD DEVICE	1,116.21	1,116.21
2018401	06/10/09	08330	AT&T INTERNET SERVICES	8547826250509	05/22/09	OPTE MAN INTERNET BANDWIDTH	1,200.00	1,200.00
2018402	06/10/09	08024	BACKGROUND PROFILES INC	463	05/31/09	BACKGROUND CHECKS	109.00	109.00
2018403	06/10/09	01232	BRODING'S BATTERY WAREHOUSE	5328 6321 5945 6395 5994		CREDIT MEMO AUTOMOTIVE BATTERIES AUTOMOTIVE BATTERIES AUTOMOTIVE BATTERIES AUTOMOTIVE BATTERIES	(698.88) 357.08 291.23 151.05 78.25	178.73
2018404	06/10/09	03721	BULLET LOGISTICS INC	05150903350	05/15/09	COURIER SERVICES FOR TREATMENT PLANT	227.70	227.70
2018405	06/10/09	09801	CENTERBEAM INC	13001 12992 98093		CREDIT NETWORK MONITORING SERVICES NETWORK MONITORING SERVICES	(38,556.40) 28,332.00 19,278.24	9,053.84
2018406	06/10/09	02593	CITY OF CHULA VISTA	AR126847	05/12/09	SEWER CHARGES	766.49	766.49
2018407	06/10/09	04985	CITY OF CHULA VISTA	001265	06/03/09	WORK ORDER REFUND D0028-010086	19.10	19.10
2018408	06/10/09	04398	CONSTRUCTION MANAGEMENT	001257	05/27/09	REGISTRATION FEE	55.00	55.00

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2018409	06/10/09	03706	CONSUMERS PIPE & SUPPLY CO	S1102076004	05/18/09	WAREHOUSE SUPPLIES	862.71	
				S1102076007	05/19/09	WAREHOUSE SUPPLIES	61.51	924.22
2018410	06/10/09	03624	COPY LINK INC	AR100436	05/15/09	FACSIMILE MACHINE	876.53	876.53
2018411	06/10/09	08387	COUNTY OF SD-LANDFILL MGMNT	200903	05/19/09	MICROTURBINEPOWER GENERATION	6,293.81	6,293.81
2018412	06/10/09	01926	EAST COUNTY URGENT CARE	001261	05/21/09	DMV PHYSICALS	129.00	129.00
2018413	06/10/09	08023	EMPLOYEE BENEFIT SPECIALISTS	0046426IN	06/01/09	ADMINISTRATION FEES FOR COBRA	540.00	540.00
2018414	06/10/09	03546	FERGUSON WATERWORKS #1082	0314761	05/20/09	INVENTORY	3,781.41	
				0315364	06/01/09	CLAVALVE PARTS	2,057.72	
				03143111	05/18/09	INVENTORY	302.98	6,142.11
2018415	06/10/09	01612	FRANCHISE TAX BOARD	Ben2396604	06/11/09	PAYROLL DEDUCTION	75.00	75.00
2018416	06/10/09	02344	FRANCHISE TAX BOARD	Ben2396608	06/11/09	PAYROLL DEDUCTION	313.82	313.82
2018417	06/10/09	03537	GHA TECHNOLOGIES INC	545636	05/19/09	FAX TONER	204.45	
				545634	05/19/09	REPLACEMENT HEADSET VOICE TUBES	37.90	242.35
2018418	06/10/09	02634	GRACIA, GUSTAVO A	001256	05/28/09	SAFETY BOOTS REIMBURSEMENT	91.98	91.98
2018419	06/10/09	00101	GRAINGER INC	9904633212	05/21/09	VALVE REPAIR PARTS	605.96	
				990046332200	05/21/09	VALVE REPAIR PARTS	27.66	633.62
2018420	06/10/09	02187	GREENSCAPE	2194	05/19/09	WEED ABATEMENT	2,600.00	2,600.00
2018421	06/10/09	00169	HAWTHORNE POWER SYSTEMS	PS100170134	05/20/09	REPAIR PART	477.09	477.09
2018422	06/10/09	08610	HENRY BROS ELECTRONICS INC	13050209	05/20/09	CONTROLLER FOR SECURITY CAMERA	4,888.91	4,888.91
2018423	06/10/09	07725	IMPRINT SOLUTIONS	1701	05/12/09	PROMOTIONAL EXPENSES	1,169.41	1,169.41
2018424	06/10/09	10425	ISLANDS RESTAURANT	001271	06/03/09	WORK ORDER REFUND - D0377-XX6421	1,061.54	1,061.54
2018425	06/10/09	10420	JESUS H KURODA	001267	06/03/09	WORK ORDER REFUND - D0354-XX6259	527.62	527.62
2018426	06/10/09	03172	JONES & STOKES ASSOCIATES	0062445	05/19/09	P1253 SAN MIGUEL HABITAT MGMT AREA	36,509.64	
				0062431	05/19/09	ON-CALL ENVIRONMENTAL SVCS	10,107.45	
				0062452	05/19/09	ON-CALL ENVIRONMENTAL SVCS	3,569.54	
				0062447	05/19/09	ON-CALL ENVIRONMENTAL SVCS	2,684.30	
				0062430	05/19/09	ON-CALL ENVIRONMENTAL SVCS	1,133.75	54,004.68
2018427	06/10/09	05840	KIRK PAVING INC	4291	05/18/09	ANNUAL AS NEEDED PAVING SERVICES	5,996.00	5,996.00
2018428	06/10/09	04996	KNOX ATTORNEY SERVICE INC	476205	05/08/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	

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				477908	05/18/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				477906	05/18/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				477909	05/18/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				477907	05/18/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				478591	05/21/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				478477	05/21/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				478481	05/21/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				478596	05/21/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				478598	05/21/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				478592	05/21/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	314.60
2018429	06/10/09	03607	LEE & RO INC	83706	04/07/09	P2009 - DESIGN OF 36-INCH PIPELINE	74,152.31	74,152.31
2018430	06/10/09	09283	LEVI ORTIZ	001280	06/09/09	REFUND OVERPAYMENT	63.05	63.05
2018431	06/10/09	05220	LOGICALIS INTEGRATION SOLUTION	IN036395	05/15/09	SMARTNET 24X7X4	282.20	282.20
2018432	06/10/09	10426	LOWES COMPANIES INC	001272	06/03/09	WORK ORDER REFUND - D0378-XX6425	119.29	119.29
2018433	06/10/09	02902	MARSTON+MARSTON INC	20095	05/01/09	PUBLIC RELATIONS SERVICES	8,015.00	
				20095a	05/01/09	PUBLIC RELATIONS SERVICES	4,215.38	
				20094B	04/01/09	PUBLIC RELATIONS SERVICES	3,500.38	
				20094Ba	04/01/09	PUBLIC RELATIONS SERVICES	2,460.00	
				20094	04/01/09	PUBLIC RELATIONS SERVICES	2,160.00	
				20093A	03/01/09	PUBLIC RELATIONS SERVICES	1,470.38	21,821.14
2018434	06/10/09	01183	MCMASTER-CARR SUPPLY CO	29163258	05/19/09	TOOL BAGS	32.42	32.42
2018435	06/10/09	09581	MICHAEL R WELCH PHD PE	7122	05/02/09	CONSULTANT SVCS	3,240.00	3,240.00
2018436	06/10/09	10202	MWH CONSTRUCTORS INC	1266909	05/20/09	TEMPORARY LABOR SERVICES	13,650.00	13,650.00
2018437	06/10/09	02764	MYRON L COMPANY	304464	05/20/09	ULTRAMETER REPAIR	304.44	304.44
2018438	06/10/09	09881	NATGUN CORPORATION	3A	04/24/09	P2143 1296-3 RESERVOIR 2.0 MG	12,829.05	12,829.05
2018439	06/10/09	03523	NATIONAL DEFERRED COMPENSATION	Ben2396584	06/11/09	DEFERRED COMP PLAN	12,167.69	12,167.69
2018440	06/10/09	09884	NATIONAL SAFETY COMPLIANCE INC	42950	04/30/09	RANDOM DRUG TESTING	440.44	440.44
2018441	06/10/09	03733	NEC UNIFIED SOLUTIONS INC	TM0000006658	05/15/09	LABOR FOR PHONES SVCS	177.00	177.00
2018442	06/10/09	00510	OFFICE DEPOT INC	474818862001	05/20/09	OFFICE SUPPLIES	87.25	
				474818993001	05/20/09	OFFICE SUPPLIES	43.48	
				474818994001	05/20/09	OFFICE SUPPLIES	18.44	149.17
2018443	06/10/09	07945	OLIN CORP - CHLOR ALKALI	1153255	05/20/09	CHLORINE FOR TREATMENT PLANT	2,207.47	2,207.47
2018444	06/10/09	10508	ORANGE COUNTY WATER ASSN INC	001279	06/05/09	MEMBERSHIP RENEWAL	50.00	50.00

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2018445	06/10/09	10428	OTAY 60 DEVELOPMENT LLC	001273 001274	06/03/09 06/03/09	WORK ORDER REF D0406-000001 WORK ORDER REF D0406-000002	2,245.34 533.40	2,778.74
2018446	06/10/09	03101	OTAY WATER DISTRICT	Ben2396590	06/11/09	PAYROLL DEDUCTION - ASSN DUES	833.00	833.00
2018447	06/10/09	03780	OWEN, DOUGLAS WESTLEY	001277	06/05/09	TUITION REIMBURSEMENT	305.00	305.00
2018448	06/10/09	01002	PACIFIC PIPELINE SUPPLY	132482	05/15/09	INVENTORY	4,880.70	4,880.70
2018449	06/10/09	03649	PECK S HEAVY FRICTION INC	194959 194958 194693 194616 194846		CREDIT MEMO CREDIT MEMO REPAIR PARTS REPAIR PARTS BRAKE PARTS	(509.66) (80.00) 800.90 509.66 262.92	983.82
2018450	06/10/09	00137	PETTY CASH CUSTODIAN	001281	06/10/09	PETTY CASH REIMBURSEMENT	389.97	389.97
2018451	06/10/09	06419	PLANT SOUP INC	550	04/21/09	PROFESSIONAL WRITING SERVICES	945.00	945.00
2018452	06/10/09	06410	PRISM S C SYSTEMS INC	3983	05/15/09	SURVEY EQUIPMENT	636.76	636.76
2018453	06/10/09	06641	PRUDENTIAL OVERALL SUPPLY	30010942 30010941 30010943 30010475 30010474 30010944 31000123	05/21/09 05/21/09 05/21/09 05/20/09 05/20/09 05/21/09 05/21/09	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS UNIFORM JACKET	338.73 148.79 109.80 94.96 57.97 52.03 35.00	837.28
2018454	06/10/09	10294	QWIKPRINTS	091521440	06/01/09	FINGERPRINTING SERVICES	60.00	60.00
2018455	06/10/09	00021	RCP BLOCK & BRICK INC	4335167	05/16/09	RAPIDSET	783.00	783.00
2018456	06/10/09	00121	SAN DIEGO GAS & ELECTRIC	001264 001260 001259	06/04/09 05/27/09 05/29/09	UTILITY EXPENSES UTILITY EXPENSES UTILITY EXPENSES	79,191.56 39,589.72 31,096.37	149,877.65
2018457	06/10/09	05321	SCHIFF ASSOCIATES	03647	04/30/09	CIP P1043-CATHODIC PROTECTION PROGRAM	20,127.50	20,127.50
2018458	06/10/09	10429	SCOTT SMITH	RF231747201	06/08/09	REFUND OVERPAYMENT	818.61	818.61
2018459	06/10/09	05983	SIEMENS WATER	2771157 2772978	05/15/09 05/19/09	WATER SYSTEMS PARTS W&T MICRO 2000 ANALYZER	1,013.49 598.99	1,612.48
2018460	06/10/09	00258	SLOAN ELECTRIC CO	0055722	05/15/09	MOTOR REBUILD	2,845.95	2,845.95
2018461	06/10/09	06853	SOUTHERN CALIFORNIA SOIL	350779	04/30/09	ON CALL GEOTECHNICAL SERVICES	14,292.74	14,292.74

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2018462	06/10/09	03760	SPANKY'S PORTABLE SERVICES INC	809419	05/20/09	PORTABLE TOILET RENTAL	80.06	80.06
2018463	06/10/09	03516	SPECIAL DISTRICT RISK	28793	05/18/09	LIABILITY INSURANCE	123.75	123.75
2018464	06/10/09	02354	STANDARD ELECTRONICS	12516	05/20/09	SECURITY SERVICE & REPAIRS	127.50	127.50
2018465	06/10/09	06281	STATE DISBURSEMENT UNIT	Ben2396606	06/11/09	PAYROLL DEDUCTION	286.73	286.73
2018466	06/10/09	06299	STATE DISBURSEMENT UNIT	Ben2396596	06/11/09	PAYROLL DEDUCTION	237.69	237.69
2018467	06/10/09	06303	STATE DISBURSEMENT UNIT	Ben2396600	06/11/09	PAYROLL DEDUCTION	836.30	836.30
2018468	06/10/09	08533	STATE DISBURSEMENT UNIT	Ben2396598	06/11/09	PAYROLL DEDUCTION	841.01	841.01
2018469	06/10/09	02261	STATE STREET BANK & TRUST CO	Ben2396588	06/11/09	DEFERRED COMP PLAN	6,366.22	6,366.22
2018470	06/10/09	10421	STREET PROPERTIES INC	001266	06/03/09	WORK ORDER REFUND - D0068-XX6276	2,025.66	2,025.66
2018471	06/10/09	00408	SWEETWATER AUTHORITY	0516E1 200740131 0516E2 200740132	04/13/09 04/13/09 04/14/09 04/14/09	OTAY RIVER GROUNDWATER DESALINATION OTAY RIVER GROUNDWATER DESALINATION OTAY RIVER GROUNDWATER DESALINATION OTAY RIVER GROUNDWATER DESALINATION	500,613.50 171,386.00 102,543.00 6,271.50	780,814.00
2018472	06/10/09	10424	TARGET CORPORATION	001270	06/03/09	WORK ORDER REFUND - D0373-XX6415	281.22	281.22
2018473	06/10/09	06861	TOYOTA CARLSBAD	89425 89408 89389	06/04/09 06/04/09 06/04/09	2009 TOYOTA TACOMA 2009 TOYOTA TACOMA 2009 TOYOTA TACOMA	19,709.31 19,709.31 19,709.31	59,127.93
2018474	06/10/09	10422	UBOC CORPORATE HEADQUARTERS	001268	06/03/09	WORK ORDER REFUND - D0371-XX6413	1,060.45	1,060.45
2018475	06/10/09	03563	UNDERGROUND UTILITIES INC	056941	05/15/09	WATER METER BOX CLEANOUT MAINTENANCE	3,100.50	3,100.50
2018476	06/10/09	00075	UNION TRIBUNE PUBLISHING CO	0010243427 0010237512 0010241939	05/27/09 05/11/09 05/22/09	BID PUBLICATION BID PUBLICATION BID PUBLICATION	425.60 339.20 339.20	1,104.00
2018477	06/10/09	08262	UNITED RENTALS NORTHWEST INC	81369956001	05/18/09	CONCRETE	140.29	140.29
2018478	06/10/09	05417	UNITED STATES DEPARTMENT	Ben2396602	06/11/09	PAYROLL DEDUCTION	100.00	100.00
2018479	06/10/09	10423	URBON ARCHITECTURE	001269	06/03/09	WORK ORDER REFUND - D0372-XX6414	355.54	355.54
2018480	06/10/09	07674	US BANK CORPORATE PAYMENT	001263 001262 001255	04/22/09 05/22/09 05/22/09	DISTRICT EXPENSES DISTRICT EXPENSES DISTRICT EXPENSES	3,676.58 547.65 32.00	4,256.23
2018481	06/10/09	09218	VACO LA JOLLA LLC	BILL000000004899	05/29/09	TEMPORARY SERVICES - ENG'G DEPT	5,814.40	5,814.40

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2018482	06/10/09	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2396592	06/11/09	DEFERRED COMP PLAN	6,681.79	6,681.79
2018483	06/10/09	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2396594	06/11/09	401A PLAN	1,301.59	1,301.59
2018484	06/10/09	03329	VERIZON WIRELESS	0764868193	05/21/09	WIRELESS DATA SERVICES	10,299.00	
				0764868196	05/21/09	WIRELESS DATA SERVICES	469.00	
				0764868195	05/21/09	WIRELESS DATA SERVICES	296.43	11,064.43
2018485	06/10/09	01343	WE GOT YA PEST CONTROL	54685	05/15/09	PEST CONTROL - BEE REMOVAL	115.00	
				54686	05/15/09	PEST CONTROL - BEE REMOVAL	115.00	
				54687	05/15/09	PEST CONTROL - BEE REMOVAL	115.00	345.00
2018486	06/10/09	00190	WEST PAYMENT CENTER	818356882	05/20/09	LEGAL LIBRARY UPDATES	1,377.84	1,377.84
2018487	06/10/09	03692	WESTIN ENGINEERING INC	33099	04/29/09	CIP P1210 - ASSET MANAGEMENT PLAN	11,696.78	11,696.78
2018488	06/17/09	02362	ALLIED WASTE SERVICES #509	0509003579692	05/25/09	TRASH REMOVAL SERVICES	754.25	
				0509003581831	05/25/09	TRASH REMOVAL SVCS TREATMENT PLANT	118.73	872.98
2018489	06/17/09	03357	APEX ADVERTISING INC	353519	05/16/09	COMMUNITY INVOLVEMENT AWARD	175.12	175.12
2018490	06/17/09	05758	AT&T	001286	06/07/09	PHONE SERVICE	32.36	32.36
2018491	06/17/09	07785	AT&T	000000658079	06/17/09	PHONE SERVICES	5,778.93	5,778.93
2018492	06/17/09	08542	BUCK PETROLEUM CO	5103934	05/27/09	UNLEADED FUEL	10,339.90	10,339.90
2018493	06/17/09	00223	C W MCGRATH INC	33177	05/26/09	CRUSHED ROCK	523.59	523.59
2018494	06/17/09	02920	CALIFORNIA COMMERCIAL	84016	05/27/09	ASPHALT	2,693.00	2,693.00
2018495	06/17/09	02091	CALIFORNIA PUBLIC EMPLOYERS	001292	06/16/09	REGISTRATION FEE	550.00	550.00
2018496	06/17/09	02758	CARMEL BUSINESS SYSTEMS INC	7009	06/01/09	TEMPORARY SERVICES - RECORDS	1,122.90	1,122.90
2018497	06/17/09	03334	COMPUTER MASTERS	73918	05/26/09	HP COMPUTERS	9,776.63	9,776.63
2018498	06/17/09	03706	CONSUMERS PIPE & SUPPLY CO	S1102076009	05/27/09	WAREHOUSE SUPPLIES	49.85	49.85
2018499	06/17/09	02612	COUNCIL OF WATER UTILITIES	001283	06/15/09	MEETING REGISTRATION	25.00	25.00
2018500	06/17/09	03606	DCSE INC	5	05/14/09	INTEGRATION CONSULTING SERVICES	3,980.00	3,980.00
2018501	06/17/09	02603	DELL MARKETING LP	XD7MFTXF2	05/24/09	INSPIRON LAPTOP PS AND BATTERY	164.73	164.73
2018502	06/17/09	00230	EDP PRODUCTS INC	806005	05/28/09	CARTRIDGE STORAGE/RETRIEVAL	219.60	219.60
2018503	06/17/09	05128	EMPIRE ELECTRICAL SUPPLY	5004493	05/28/09	LAMPS FOR TROPHY CASE	58.24	58.24

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2018504	06/17/09	03765	ENGINEERING PARTNERS INC, THE	039149	05/28/09	1485-1 PUMP STATION IMPROVEMENTS (P2172)	3,502.50	3,502.50
2018505	06/17/09	05760	ENHANCED COMMUNICATIONS	600	05/22/09	WATER TOWER - JAMUL CABLING PROJECT	5,317.88	5,317.88
2018506	06/17/09	03546	FERGUSON WATERWORKS #1082	0315845	05/28/09	INVENTORY	4,517.84	
				0315844	05/27/09	INVENTORY	3,079.94	
				0314764	05/26/09	INVENTORY	1,937.21	
				03147611	05/27/09	INVENTORY	853.69	
				0315266	05/26/09	SPACER FLANGE FOR RETRO-FIT	174.00	
				0315147	05/28/09	METER GASKETS	152.25	10,714.93
2018507	06/17/09	03537	GHA TECHNOLOGIES INC	546178	05/26/09	TONER CARTRIDGE	356.70	356.70
2018508	06/17/09	06276	GIFFORD ENGINEERING INC	3998	05/26/09	TWO-WAY RADIO REPAIR	231.00	231.00
2018509	06/17/09	00101	GRAINGER INC	9002428796	05/28/09	PAINT	225.90	
				9002428788	05/28/09	PAINT	108.45	334.35
2018510	06/17/09	00174	HACH COMPANY	6249271	05/27/09	CHLORINE & AMMONIA ANALYZER	2,171.68	2,171.68
2018511	06/17/09	02629	HANSON AGGREGATES INC	593726	05/27/09	CRUSHED AGGREGATES & ROCK	368.36	368.36
2018512	06/17/09	01246	HARBOR FREIGHT TOOLS	01510328	05/28/09	PAINT BRUSH	135.21	135.21
2018513	06/17/09	10344	INDUSTRIAL MAINTENANCE SUPPLY	15905	05/23/09	ELECTRONIC SOLDER	36.09	36.09
2018514	06/17/09	03250	INTERNATIONAL PUBLIC	001276	06/08/09	MEETING REGISTRATIONS	65.00	65.00
2018515	06/17/09	09219	JOSE E PEREIRA ENGINEERING	1	05/22/09	P2422 INTERAGENCY WTR MTR CONNECTION	36,565.31	36,565.31
2018516	06/17/09	05220	LOGICALIS INTEGRATION SOLUTION	S923157	04/13/09	APC SNMP MGMT MODULE INSTALL PROJECT	4,600.00	4,600.00
2018517	06/17/09	01464	MAG SYSTEMS INC	166514992	05/22/09	TIME MODULE	506.05	506.05
2018518	06/17/09	01183	MCMaster-CARR SUPPLY CO	29851943	05/28/09	ELECTRICAL SUPPLIES & TOOLS FOR SCADA	777.90	777.90
2018519	06/17/09	03416	NORTHERN SAFETY CO INC	P243309901015	05/27/09	EAR PLUGS	63.28	63.28
2018520	06/17/09	02669	NORTHERN TOOL & EQUIPMENT CO	19630935		CREDIT GREASE GUN	(279.99)	
				20032718	05/27/09	HONDA GENERATOR	1,029.99	750.00
2018521	06/17/09	00510	OFFICE DEPOT INC	475823434001	05/27/09	OFFICE SUPPLIES	757.89	
				475626528001	05/27/09	OFFICE SUPPLIES	269.87	
				475336028001	05/27/09	OFFICE SUPPLIES	168.82	1,196.58
2018522	06/17/09	08398	PEERLESS MATERIALS COMPANY	4790	05/28/09	WIPING RAGS	250.13	250.13
2018523	06/17/09	03790	PENHALL COMPANY	22044	05/22/09	FLAT SAW CUTTING SERVICES	200.00	200.00

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2018524	06/17/09	10514	PENSA, RHIANNA	001284	06/12/09	MILEAGE REIMBURSEMENT	131.45	131.45
2018525	06/17/09	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2396586	06/11/09	PERS CONTRIBUTION	128,292.30	128,292.30
2018526	06/17/09	00766	RANROY PRINTING COMPANY	097676	06/12/09	LETTERHEAD AND ENVELOPES	2,263.09	2,263.09
2018527	06/17/09	00021	RCP BLOCK & BRICK INC	4335398	05/28/09	RAPIDSET	496.34	496.34
2018528	06/17/09	01789	RIPPERGER, RONALD H	001291	06/10/09	REIMBURSEMENT FOR HEADSETS	108.73	108.73
2018529	06/17/09	00217	RW LITTLE CO INC	92728	05/22/09	POWDER COATING OF VALVE PARTS	200.00	200.00
2018530	06/17/09	00247	SAN DIEGO DAILY TRANSCRIPT	142783	05/22/09	BID ADVERTISEMENT	85.25	85.25
2018531	06/17/09	03728	SAN DIEGO EAST COUNTY CHAMBER	16106	06/17/09	MEMBERSHIP RENEWAL	329.00	329.00
2018532	06/17/09	00121	SAN DIEGO GAS & ELECTRIC	001282 001285	06/05/09 06/05/09	UTILITY EXPENSES UTILITY EXPENSES	55.68 9.56	65.24
2018533	06/17/09	07735	SERVICEBUREAU	AR160967	05/28/09	POPULATION ESTIMATE FOR OWD	100.00	100.00
2018534	06/17/09	05983	SIEMENS WATER	2778785	05/27/09	T-PLANT GAS CL2 EQUIPMENT PM SERVICE	7,986.28	7,986.28
2018535	06/17/09	03760	SPANKY'S PORTABLE SERVICES INC	810060	05/28/09	PORTABLE TOILET RENTAL	98.25	98.25
2018536	06/17/09	05494	SPRINT	901500243033	06/12/09	GIS (AIR-TRAK) CELLULAR SERVICE	3,539.15	3,539.15
2018537	06/17/09	06841	SUPERIOR ENVIRONMENTAL	0905033	05/26/09	DATA CENTER CLEANING SERVICES	725.00	725.00
2018538	06/17/09	01736	SWIGGERS, JULIE M	001294	06/17/09	CERTIFICATION RENEWAL REIMB	61.00	61.00
2018539	06/17/09	04977	T-MOBILE	415086045----	06/05/09	CELL PHONE & BLACKBERRY SERVICES	1,175.24	1,175.24
2018540	06/17/09	03563	UNDERGROUND UTILITIES INC	056946	05/26/09	WATER METER BOX CLEANOUT MAINTENANCE	1,725.75	1,725.75
2018541	06/17/09	08262	UNITED RENTALS NORTHWEST INC	81511386001	05/26/09	CONCRETE	224.30	224.30
2018542	06/17/09	00350	UNITED STATES POSTAL SERVICE	001289	06/15/09	REIMBURSE POSTAGE	1,650.00	1,650.00
2018543	06/17/09	07674	US BANK CORPORATE PAYMENT	001293	05/22/09	DISTRICT EXPENSES	3,292.44	3,292.44
2018544	06/17/09	04345	US CONCRETE PRECAST GROUP	0136996IN	05/28/09	INVENTORY	3,568.78	3,568.78
2018545	06/17/09	08402	US POSTMASTER	OWD5781	06/17/09	CONSUMER CONFIDENCE REPORT MAILING	6,868.44	6,868.44
2018546	06/17/09	08402	US POSTMASTER	2538	06/15/09	PROP 218 MAILING	2,472.50	2,472.50
2018547	06/17/09	01343	WE GOT YA PEST CONTROL	54735 54954	05/13/09 05/28/09	PEST CONTROL - BEE REMOVAL PEST CONTROL - BEE REMOVAL	115.00 115.00	230.00

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2018548	06/17/09	00125	WESTERN PUMP INC	0077052IN	05/28/09	SB989 3 YEAR TESTING	1,640.23	1,640.23
2018549	06/24/09	10524	ANA GARCIA	Ref002396794	06/18/09	UB Refund Cst #0000084917	48.85	48.85
2018550	06/24/09	10537	ANGELA OAKES	Ref002396807	06/18/09	UB Refund Cst #0000131432	23.36	23.36
2018551	06/24/09	10558	BERENICE AVILA	Ref002396828	06/18/09	UB Refund Cst #0000146197	28.02	28.02
2018552	06/24/09	10542	C W M B S 2005-9	Ref002396812	06/18/09	UB Refund Cst #0000143482	42.81	42.81
2018553	06/24/09	10533	DEANNA GOLDBERG	Ref002396803	06/18/09	UB Refund Cst #0000126826	56.81	56.81
2018554	06/24/09	10543	DENNIS DESOUZA	Ref002396813	06/18/09	UB Refund Cst #0000143780	39.09	39.09
2018555	06/24/09	10546	DRAWDECA INC	Ref002396816	06/18/09	UB Refund Cst #0000144158	32.75	32.75
2018556	06/24/09	10534	EBER NASCIMENTO	Ref002396804	06/18/09	UB Refund Cst #0000127365	47.53	47.53
2018557	06/24/09	10523	ENRIQUE SOSA	Ref002396793	06/18/09	UB Refund Cst #0000080415	120.00	120.00
2018558	06/24/09	10556	EVA RUBIO	Ref002396826	06/18/09	UB Refund Cst #0000145452	29.72	29.72
2018559	06/24/09	10532	FELICIANO RIOS	Ref002396802	06/18/09	UB Refund Cst #0000124087	49.26	49.26
2018560	06/24/09	10515	GLEN HOLLAND	Ref002396785	06/18/09	UB Refund Cst #0000019817	50.00	50.00
2018561	06/24/09	10559	GREG SEALE	Ref002396829	06/18/09	UB Refund Cst #0000146242	45.70	45.70
2018562	06/24/09	10545	GREGG PHILLIPSON	Ref002396815	06/18/09	UB Refund Cst #0000144038	44.74	44.74
2018563	06/24/09	10531	HATIM HALABIA	Ref002396801	06/18/09	UB Refund Cst #0000123902	19.64	19.64
2018564	06/24/09	10544	HELLER REALTY GROUP	Ref002396814	06/18/09	UB Refund Cst #0000144036	55.49	55.49
2018565	06/24/09	10553	HERLINDA RYAN INC	Ref002396823	06/18/09	UB Refund Cst #0000145154	52.89	52.89
2018566	06/24/09	10555	HSBC BANK	Ref002396825	06/18/09	UB Refund Cst #0000145409	16.18	16.18
2018567	06/24/09	10521	HUSAN HYASAT	Ref002396791	06/18/09	UB Refund Cst #0000074018	82.55	82.55
2018568	06/24/09	10530	JACQUELINE TOUPS	Ref002396800	06/18/09	UB Refund Cst #0000123880	23.31	23.31
2018569	06/24/09	10536	JEFF FOSTER	Ref002396806	06/18/09	UB Refund Cst #0000128060	52.83	52.83
2018570	06/24/09	10540	JEFF WAGNER	Ref002396810	06/18/09	UB Refund Cst #0000142509	46.80	46.80
2018571	06/24/09	10547	JEFF WAGNER	Ref002396817	06/18/09	UB Refund Cst #0000144451	25.38	25.38

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2018572	06/24/09	10526	JEREMIAH BROWN	Ref002396796	06/18/09	UB Refund Cst #0000091976	36.17	36.17
2018573	06/24/09	10551	JOE NICHOLS	Ref002396821	06/18/09	UB Refund Cst #0000144914	7.37	7.37
2018574	06/24/09	10548	JOHN STENBERG	Ref002396818	06/18/09	UB Refund Cst #0000144634	29.31	29.31
2018575	06/24/09	10525	LAVERNE WIGHTMAN	Ref002396795	06/18/09	UB Refund Cst #0000088102	54.78	54.78
2018576	06/24/09	10528	LINDSAY DAWKINS	Ref002396798	06/18/09	UB Refund Cst #0000094001	20.34	20.34
2018577	06/24/09	10527	LUSARDI CONSTRUCTION CO	Ref002396797	06/18/09	UB Refund Cst #0000093345	735.30	735.30
2018578	06/24/09	10557	MARK COLLINS	Ref002396827	06/18/09	UB Refund Cst #0000146003	33.24	33.24
2018579	06/24/09	10519	MAZEN MIKHAEL	Ref002396789	06/18/09	UB Refund Cst #0000049668	22.60	22.60
2018580	06/24/09	10520	MICHELLE RODERICK	Ref002396790	06/18/09	UB Refund Cst #0000072327	85.64	85.64
2018581	06/24/09	10552	MIKE LEWIS	Ref002396822	06/18/09	UB Refund Cst #0000144997	146.53	146.53
2018582	06/24/09	10538	MONICA PALAFOX	Ref002396808	06/18/09	UB Refund Cst #0000139479	36.19	36.19
2018583	06/24/09	10560	NEW VISTA REALTY	Ref002396830	06/18/09	UB Refund Cst #0000146609	43.21	43.21
2018584	06/24/09	10518	NORMA DELGADILLO	Ref002396788	06/18/09	UB Refund Cst #0000049318	33.64	33.64
2018585	06/24/09	10522	OTAY PROJECT LP	Ref002396792	06/18/09	UB Refund Cst #0000079230	735.30	735.30
2018586	06/24/09	10466	PEOPLE'S CHEVROLET	Ref002396784	06/18/09	UB Refund Cst #0000000208	305.85	305.85
2018587	06/24/09	10516	PEOPLE'S CHEVROLET	Ref002396786	06/18/09	UB Refund Cst #0000029330	50.31	50.31
2018588	06/24/09	10539	PHILLIP JANHE VAN RENSBURG	Ref002396809	06/18/09	UB Refund Cst #0000139623	29.16	29.16
2018589	06/24/09	10541	SAN DIEGO REALTY	Ref002396811	06/18/09	UB Refund Cst #0000143222	50.54	50.54
2018590	06/24/09	10529	SAUL VILLALVAZO	Ref002396799	06/18/09	UB Refund Cst #0000094059	428.40	428.40
2018591	06/24/09	10535	TAKESHI MARUMOTO	Ref002396805	06/18/09	UB Refund Cst #0000127582	40.72	40.72
2018592	06/24/09	10554	TEAMWORK REALTY	Ref002396824	06/18/09	UB Refund Cst #0000145232	58.57	58.57
2018593	06/24/09	10549	TONTZ TEAM INC	Ref002396819	06/18/09	UB Refund Cst #0000144676	41.45	41.45
2018594	06/24/09	10550	TREO INC	Ref002396820	06/18/09	UB Refund Cst #0000144833	32.61	32.61
2018595	06/24/09	10517	VERONICA MEJIA	Ref002396787	06/18/09	UB Refund Cst #0000045158	22.44	22.44
2018596	06/24/09	01910	ABCANA INDUSTRIES	842475	06/01/09	BULK SODIUM HYPOCHLORITE	843.39	

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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				842474	06/01/09	BULK SODIUM HYPOCHLORITE	803.85	
				842728	06/04/09	BULK SODIUM HYPOCHLORITE	579.83	2,227.07
2018597	06/24/09	08488	ABLEFORCE INC	1761	06/15/09	CONSULTING SERVICES - IS DEPT	4,875.00	
				1763	06/16/09	CONSULTING SERVICES - IS DEPT	4,760.00	9,635.00
2018598	06/24/09	10090	AECOM USA INC	7055539	05/20/09	PLAN CHECKS & INSPECTION SERVICE	1,432.00	
				7055537	05/20/09	PLAN CHECKS & INSPECTION SERVICE	966.00	
				7055532	05/20/09	PLAN CHECKS & INSPECTION SERVICE	914.00	
				7055533	05/20/09	PLAN CHECKS & INSPECTION SERVICE	883.00	
				7055535	05/20/09	PLAN CHECKS & INSPECTION SERVICE	202.00	
				7055542	05/20/09	PLAN CHECKS & INSPECTION SERVICE	129.00	4,526.00
2018599	06/24/09	00132	AIRGAS WEST	103274726	05/31/09	BREATHING AIR - TREATMENT PLANT	25.73	25.73
2018600	06/24/09	01463	ALLIED ELECTRONICS INC	93463R00	06/02/09	TDS ANALYZER BELDEN CABLE	406.05	406.05
2018601	06/24/09	10194	ALPHA TECHNOLOGIES	84023563	05/01/09	BATTERIES FOR RADIUM MINIBAY @ 832 RSVR	589.28	589.28
2018602	06/24/09	00315	AMERICAN SOCIETY OF CIVIL	001303	06/17/09	MEMBERSHIP RENEWAL	245.00	245.00
2018603	06/24/09	00002	ANSWER INC	m385	06/22/09	TELEPHONE ANSWERING SERVICES	1,000.00	1,000.00
2018604	06/24/09	08026	ARB INC	00003851	05/27/09	RETAINAGE RELEASE	74,016.31	74,016.31
2018605	06/24/09	00559	BOYLE ENGINEERING CORPORATION	7055516	05/20/09	PLAN CHECK SERVICES	566.00	
				7055522	05/20/09	PLAN CHECK SERVICES	105.00	
				7055523	05/20/09	PLAN CHECK SERVICES	105.00	776.00
2018606	06/24/09	03679	BRG CONSULTING INC	09082822	05/31/09	CONSULTANT CONTRACT FOR ENV SVCS	561.00	561.00
2018607	06/24/09	04563	BRISTOLITE SKYLIGHTS	144838	06/02/09	SKYLIGHT REPLACEMENT	1,207.13	1,207.13
2018608	06/24/09	00223	C W MCGRATH INC	33229	06/01/09	CRUSHED ROCK	716.98	716.98
2018609	06/24/09	02920	CALIFORNIA COMMERCIAL	84151	06/01/09	ASPHALT	2,483.42	2,483.42
2018610	06/24/09	00192	CALIFORNIA WATER ENVIRONMENT	001296	06/17/09	CERTIFICATE RENEWALS	325.00	
				001302	06/18/09	CERTIFICATE RENEWALS	259.00	
				080722021	06/22/09	CERTIFICATE RENEWAL	198.00	782.00
2018611	06/24/09	04215	CAMP DRESSER & MCKEE INC	8031750513	05/30/09	P2451 - BI-NATIONAL OCEAN DESALINATION	9,297.84	9,297.84
2018612	06/24/09	08009	CANON BUSINESS SOLUTIONS INC	4002318039	06/01/09	COPIER MAINTENANCE	902.21	
				4002313600	06/01/09	COPIER MAINTENANCE	678.24	
				4002320390	06/01/09	COPIER MAINTENANCE	621.76	
				4002318006	06/01/09	COPIER MAINTENANCE	22.91	2,225.12
2018613	06/24/09	03376	CAREER TRACK	11088928	06/17/09	REGISTRATION FEE	149.00	149.00

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2018614	06/24/09	02758	CARMEL BUSINESS SYSTEMS INC	7008	06/01/09	RECORDS STORAGE & SUPPORT	1,012.26	1,012.26
2018615	06/24/09	03491	CASA DE ORO CAR WASH	25	05/30/09	AUTO DETAILING	75.00	75.00
2018616	06/24/09	04349	CHAMBERS, JONATHAN	001295	06/17/09	TUITION REIMBURSEMENT	130.18	130.18
2018617	06/24/09	01788	CHAVARELA, GERARDO	001304	06/18/09	REIMB CERTIFICATE RENEWAL	130.00	130.00
2018618	06/24/09	04985	CITY OF CHULA VISTA	001308	06/22/09	WORK ORDER REFUND - D0028-XX6467	937.49	937.49
2018619	06/24/09	03334	COMPUTER MASTERS	74001 74000 73978	06/04/09 06/04/09 06/02/09	COMPUTER SCANNER LAN SWITCH AND SERVICES	1,032.04 1,013.55 307.91	2,353.50
2018620	06/24/09	10565	COOPER, BRIAN	001307	06/22/09	SAFETY BOOTS REIMBURSEMENT	139.92	139.92
2018621	06/24/09	07680	DELTA HEALTH SYSTEMS	P090610	06/10/09	EMPLOYEE HEALTH ADMIN SERVICES	1,353.80	1,353.80
2018622	06/24/09	03417	DIRECTV	1025526739	06/05/09	SATELLITE TV SERVICE	10.00	10.00
2018623	06/24/09	10564	DOLPHIN INVESTMENT	001309	06/22/09	WORK ORDER REFUND - D0204-XX6485	756.19	756.19
2018624	06/24/09	07401	EASTLAKE VILLAGE	001313 001314	06/22/09 06/22/09	WORK ORDER REFUND - D0225-XX6368 WORK ORDER REFUND - D0225-XX6389	298.17 290.06	588.23
2018625	06/24/09	00645	FEDEX	920222016	05/22/09	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	5.49	5.49
2018626	06/24/09	03546	FERGUSON WATERWORKS #1082	0315847 0314762 0316127 03161271 0316214 0316533	06/04/09 06/01/09 05/29/09 06/03/09 05/29/09 06/03/09	AIR-VAC REPAIR KITS INVENTORY INVENTORY INVENTORY WAREHOUSE SUPPLIES INVENTORY	4,279.86 1,898.10 1,152.25 710.09 394.49 152.25	8,587.04
2018627	06/24/09	08005	FIRST AMERICAN CORELOGIC INC	20447230	05/31/09	METROSCAN ONLINE DATA/MAPS	453.15	453.15
2018628	06/24/09	08893	FIRST AMERICAN DATA TREE	90034059	05/31/09	ONLINE MAP PURCHASING SERVICE	136.39	136.39
2018629	06/24/09	04066	FIRST CHOICE SERVICES - SD	312745	05/29/09	COFFEE SUPPLIES	472.47	472.47
2018630	06/24/09	02591	FITNESS TECH INC	5790	06/01/09	FITNESS EQUIPMENT MAINTENANCE	125.00	125.00
2018631	06/24/09	01612	FRANCHISE TAX BOARD	Ben2396978	06/25/09	PAYROLL DEDUCTION	75.00	75.00
2018632	06/24/09	02344	FRANCHISE TAX BOARD	Ben2396982	06/25/09	PAYROLL DEDUCTION	313.82	313.82
2018633	06/24/09	03609	GBA MASTER SERIES INC	608054	05/30/09	SOFTWARE CONSULTING SERVICES	2,900.00	2,900.00

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2018634	06/24/09	00101	GRAINGER INC	9003679033	05/29/09	DEWALT CHARGER & AIR COMPRESSOR	345.80	923.79
				9005982252	06/02/09	TOOLS	329.53	
				9007911101	06/04/09	PAINT	248.46	
2018635	06/24/09	02187	GREENSCAPE	2200	06/01/09	LANDSCAPING SERVICES	6,090.00	6,090.00
2018636	06/24/09	00174	HACH COMPANY	6245404	05/22/09	SOFTWARE/CONSULTING	30,003.75	48,313.70
				6243434	05/21/09	SOFTWARE/CONSULTING	18,309.95	
2018637	06/24/09	02629	HANSON AGGREGATES INC	594048	06/01/09	CRUSHED AGGREGATES & ROCK	965.01	965.01
2018638	06/24/09	00201	HARRINGTON INDUSTRIAL PLASTICS	00497445	06/02/09	UNISTRUT PIPE CLAMPS	83.37	83.37
2018639	06/24/09	09714	HD SUPPLY FACILITIES	80855901	06/01/09	MAINTENANCE SUPPLIES	521.96	521.96
2018640	06/24/09	06640	HD SUPPLY WATERWORKS LTD	8768414	05/26/09	REMOTE METER READING EQUIPMENT	4,132.50	4,132.50
2018641	06/24/09	04472	HECTOR I MARES-COSSIO	51	05/30/09	BI-NATIONAL CONSULTANT SERVICES	3,600.00	3,600.00
2018642	06/24/09	00062	HELIX WATER DISTRICT	178540010609	06/09/09	WATER BILL - AVOCADO BLVD	37.15	73.65
				174639860609	06/09/09	WATER BILL - RUSSELL SQ	36.50	
2018643	06/24/09	02096	HELIX WATER DISTRICT	HWD061809OTAY.	06/18/09	REIMB HELIX FOR BOOKMARKS	2,392.50	2,392.50
2018644	06/24/09	01109	HOME DEPOT CREDIT SERVICES	5021499	06/09/09	TURBINE FAN AND ROOF PATCH	59.75	59.75
2018645	06/24/09	10413	ID AUTOMATION.COM INC	29823	06/03/09	LINEAR REPORTING BAR	405.00	405.00
2018646	06/24/09	02372	INTERIOR PLANT SERVICE INC	31174	05/31/09	PLANT SERVICE	169.00	169.00
2018647	06/24/09	06630	J C HEDEN AND ASSOCIATES INC	OWD029	06/01/09	TEMPORARY LABOR SERVICES	14,625.00	14,625.00
2018648	06/24/09	03077	JANI-KING OF CA INC - SDO	SDO06090297	06/01/09	OFF-SITE JANITORIAL SERVICES	1,042.00	1,042.00
2018649	06/24/09	10416	KINGSCOTE CHEMICALS INC.	207880	06/01/09	WATER TESTING DYE & UV VIEWING LIGHTS	192.18	192.18
2018650	06/24/09	04996	KNOX ATTORNEY SERVICE INC	481110	06/03/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	200.20
				481111	06/03/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				481109	06/03/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				481108	06/03/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				479319	05/27/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				479317	05/27/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				479318	05/27/09	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
2018651	06/24/09	09511	LAYFIELD ENVIRONMENTAL SYSTEMS	1743	05/29/09	MATERIAL TESTING	1,062.00	1,062.00
2018652	06/24/09	03607	LEE & RO INC	83410	05/19/09	AS NEEDED ENGINEERING DESIGN SVCS	8,233.00	8,233.00
2018653	06/24/09	05220	LOGICALIS INTEGRATION SOLUTION	S923885	05/31/09	WIRELESS CONNECTION REVIEW	4,850.00	

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				S923960	05/31/09	NETWORK INFRASTRUCTURE CONSULTING	165.00	5,015.00
2018654	06/24/09	10567	LOT 18 OTAY MESA ROAD INC	001315	06/22/09	WORK ORDER REFUND - D0254-XX6486	79.63	79.63
2018655	06/24/09	00628	MANHATTAN NAT'L LIFE INS CO	001301	06/18/09	VOLUNTARY LIFE INSURANCE	327.46	327.46
2018656	06/24/09	05329	MASTER METER INC	0156168IN 0155588IN	06/15/09 05/31/09	INVENTORY INVENTORY	17,231.22 10,064.68	27,295.90
2018657	06/24/09	01183	MCMASTER-CARR SUPPLY CO	30204272 30202415 30406813	06/02/09 06/02/09 06/04/09	PUMP PARTS AIR-VAC SUCTION STRAINERS PUMP PARTS	1,401.73 371.87 65.27	1,838.87
2018658	06/24/09	01577	MINARIK CORPORATION	I0673234DD	06/04/09	MAINTENANCE & SUPPORT	298.40	298.40
2018659	06/24/09	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	250100	06/02/09	REPAIR PARTS	145.04	145.04
2018660	06/24/09	00237	MISSION JANITORIAL SUPPLIES	15694200 15694600	06/03/09 06/03/09	JANITORIAL SUPPLIES JANITORIAL SUPPLIES	980.85 195.62	1,176.47
2018661	06/24/09	03523	NATIONAL DEFERRED COMPENSATION	Ben2396962	06/25/09	DEFERRED COMP PLAN	11,375.23	11,375.23
2018662	06/24/09	03733	NEC UNIFIED SOLUTIONS INC	TM0000007152	06/03/09	LABOR FOR PHONES SVCS	118.00	118.00
2018663	06/24/09	08656	NORTH STATE ENVIRONMENTAL	200968	06/01/09	TRANSPORT & DISPOSE CUTRINE PLUS	2,431.00	2,431.00
2018664	06/24/09	02669	NORTHERN TOOL & EQUIPMENT CO	20064201 19851975	06/02/09 04/23/09	PARTS TOOL	207.79 191.64	399.43
2018665	06/24/09	07447	NTU TECHNOLOGIES INC	6560	05/29/09	POLYMER 929	777.56	777.56
2018666	06/24/09	03149	ON SITE LASER	42995	06/03/09	PRINTER REPAIR	96.19	96.19
2018667	06/24/09	02334	OTAY LANDFILL	008094	05/31/09	WASTE DISPOSAL SERVICES	160.30	160.30
2018668	06/24/09	03101	OTAY WATER DISTRICT	Ben2396964	06/25/09	PAYROLL DEDUCTION - ASSN DUES	826.00	826.00
2018669	06/24/09	05497	PAYPAL INC	4361331	05/31/09	ON-LINE PAYMENT SERVICES	506.70	506.70
2018670	06/24/09	00227	PELL MELL SUPPLY	46077800	06/02/09	BOLTS	241.64	241.64
2018671	06/24/09	00137	PETTY CASH CUSTODIAN	001306	06/23/09	PETTY CASH REIMBURSEMENT	981.23	981.23
2018672	06/24/09	10199	PEXIS CORPORATION	07210	05/29/09	SAFETY REPORT	3,875.00	3,875.00
2018673	06/24/09	05499	PRAXAIR DISTRIBUTION INC	33183466	05/20/09	WELDING SUPPLIES & EQUIPMENT	440.25	440.25
2018674	06/24/09	06641	PRUDENTIAL OVERALL SUPPLY	30014486 30012763	06/04/09 05/28/09	UNIFORMS UNIFORMS	346.73 324.73	

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				30012762	05/28/09	MATS, TOWELS & SUPPLIES	148.79	
				30014485	06/04/09	MATS, TOWELS & SUPPLIES	148.79	
				30012764	05/28/09	MATS, TOWELS & SUPPLIES	109.80	
				30014487	06/04/09	MATS, TOWELS & SUPPLIES	109.80	
				30012765	05/28/09	UNIFORMS	100.33	
				30012432	05/27/09	MATS, TOWELS & SUPPLIES	94.96	
				30014146	06/03/09	MATS, TOWELS & SUPPLIES	94.96	
				30012431	05/27/09	UNIFORMS	63.39	
				30014145	06/03/09	UNIFORMS	57.97	
				30014488	06/04/09	UNIFORMS	54.26	1,654.51
2018675	06/24/09	01342	R J SAFETY SUPPLY CO INC	26362200	06/03/09	SAFETY SUPPLIES	274.98	274.98
2018676	06/24/09	08331	RABO BANK NA	280212R	06/03/09	RETENTION FOR SPIESS CONSTRUCTION	23,240.00	23,240.00
2018677	06/24/09	09346	RECLAIMED AGGREGATES INC	9645	05/31/09	DUMPING SERVICES	80.00	80.00
2018678	06/24/09	05984	RICK'S MACHINE SHOP	57201	05/22/09	REPAIR PART	1,567.42	
				57206	05/23/09	REPAIR PART	353.90	1,921.32
2018679	06/24/09	10203	ROSEMOUNT INC	568381	06/01/09	450-680 PS INLET TDS PROBE	944.64	944.64
2018680	06/24/09	09148	S&J SUPPLY COMPANY INC	082960	05/29/09	INVENTORY	1,674.75	
				082959	05/29/09	INVENTORY	1,096.20	
				083035	05/29/09	SMITH BLAIR 441 COUPLING	376.79	3,147.74
2018681	06/24/09	00121	SAN DIEGO GAS & ELECTRIC	001300	06/18/09	UTILITY EXPENSES	1,926.62	1,926.62
2018682	06/24/09	00278	SAN-LO AERIAL SURVEYS	23072	06/02/09	DIGITAL MAPPING	10,500.00	10,500.00
2018683	06/24/09	10569	SHARP HOSPITAL	001317	06/22/09	WORK ORDER REFUND - D0675-060012	165.81	165.81
2018684	06/24/09	05983	SIEMENS WATER	4560787	06/01/09	DEIONIZED PROCESSING TANK RENTAL	68.34	68.34
2018685	06/24/09	10287	SIGMANET INC	344153	05/31/09	WIRELESS RADIO STUDY/POTABLE WTR	12,648.00	12,648.00
2018686	06/24/09	05627	SIGNA DIGITAL SOLUTIONS INC	ARS27702	06/01/09	COPIER MAINTENANCE	200.00	
				ARS27705	06/01/09	COPIER MAINTENANCE	200.00	
				ARS27703	06/01/09	COPIER MAINTENANCE	200.00	
				ARS27764	06/02/09	COPIER MAINTENANCE	144.00	
				ARS27685	06/01/09	COPIER MAINTENANCE	34.20	778.20
2018687	06/24/09	06853	SOUTHERN CALIFORNIA SOIL	350929	05/15/09	ON CALL GEOTECHNICAL SERVICES	1,097.19	1,097.19
2018688	06/24/09	09711	SPATIAL WAVE INC	1106450124	06/03/09	CONCEPT DESIGN FOR WORK MGMT SYSTEM	1,720.00	1,720.00
2018689	06/24/09	10343	SPECIALTY DOORS AND AUTOMATION	32740SD	05/29/09	GATE OPERATORS	5,972.50	5,972.50
2018690	06/24/09	03184	SPIESS CONSTRUCTION CO INC	280212	06/03/09	P2191 - 850-4 RESERVOIR (CONSTRUCTION)	209,160.00	209,160.00

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2018691	06/24/09	02354	STANDARD ELECTRONICS	12574 12569	06/03/09 06/02/09	SECURITY SERVICE & REPAIRS SECURITY SERVICE & REPAIRS	241.69 170.00	411.69
2018692	06/24/09	05968	STAPLES BUSINESS ADVANTAGE	8012640920	05/30/09	OFFICE SUPPLY	1,457.13	1,457.13
2018693	06/24/09	06281	STATE DISBURSEMENT UNIT	Ben2396980	06/25/09	PAYROLL DEDUCTION	286.73	286.73
2018694	06/24/09	06299	STATE DISBURSEMENT UNIT	Ben2396970	06/25/09	PAYROLL DEDUCTION	237.69	237.69
2018695	06/24/09	06303	STATE DISBURSEMENT UNIT	Ben2396974	06/25/09	PAYROLL DEDUCTION	836.30	836.30
2018696	06/24/09	08533	STATE DISBURSEMENT UNIT	Ben2396972	06/25/09	PAYROLL DEDUCTION	841.01	841.01
2018697	06/24/09	02261	STATE STREET BANK & TRUST CO	Ben2396960	06/25/09	DEFERRED COMP PLAN	6,364.82	6,364.82
2018698	06/24/09	03738	STEVEN ENTERPRISES INC	0229147CM 0229222CM 02292151CM 0237595IN 23814		CREDIT MEMO CREDIT MEMO CREDIT MEMO CARRIER STRIPS REFUND FOR CREDITS	(28.00) (12.50) (1.70) 587.25 42.20	587.25
2018699	06/24/09	02799	TARULLI TIRE INC - SAN DIEGO	20038292	05/19/09	TIRE SERVICE	27.05	27.05
2018700	06/24/09	02376	TECHKNOWSION INC	2147 2148	06/02/09 06/02/09	CALAVO LS CIP - SCADA DEVELOPMENT 680-944 PS CIP - MODIFY SCADA TO ETHERNET	7,406.00 920.00	8,326.00
2018701	06/24/09	10566	THE POINTE MOUNTAINTOP	001312	06/22/09	WORK ORDER REFUND - D0119-010040	2,315.42	2,315.42
2018702	06/24/09	02273	TRUCKIN STUFF	31731	05/26/09	BOXES FOR NEW TRUCK	1,363.73	1,363.73
2018703	06/24/09	00427	UNDERGROUND SERVICE ALERT OF	520090448	06/01/09	UNDERGROUND TRENCH SERVICE ALERTS	219.00	219.00
2018704	06/24/09	05417	UNITED STATES DEPARTMENT	Ben2396976	06/25/09	PAYROLL DEDUCTION	100.00	100.00
2018705	06/24/09	07662	UNITEDHEALTHCARE SPECIALTY	001319	06/24/09	BASIC LIFE/AD&D & SUPP LIFE INS	5,354.64	5,354.64
2018706	06/24/09	03212	UNUM LIFE INSURANCE	Ben2396956	06/25/09	LONG TERM DISABILITY	6,696.42	6,696.42
2018707	06/24/09	07674	US BANK CORPORATE PAYMENT	001297	05/22/09	DISTRICT EXPENSES	12,726.03	12,726.03
2018708	06/24/09	08532	US FISH & WILDLIFE SERVICE	001305	06/16/09	APPLICATION PROCESSING FEE	100.00	100.00
2018709	06/24/09	08028	VALLEY CONSTRUCTION MANAGEMEN`	SDO80208	05/31/09	AS-NEEDED CONSTRUCTION MGMT SVCS	14,880.00	14,880.00
2018710	06/24/09	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2396966	06/25/09	DEFERRED COMP PLAN	6,265.79	6,265.79
2018711	06/24/09	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2396968	06/25/09	401A PLAN	1,115.59	1,115.59

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2018712	06/24/09	10340	WAGEWORKS INC	74274	06/01/09	FLEXIBLE SPENDING ACCT ADMINISTRATION	558.00	558.00
2018713	06/24/09	02700	WATER CONSERVATION GARDEN	31713	05/29/09	WATER CONSERVATION GARDEN TOURS	7,080.00	7,080.00
2018714	06/24/09	00264	WATER ENVIRONMENT FEDERATION	1791270	06/17/09	MEMBERSHIP RENEWAL	217.00	217.00
2018715	06/24/09	03781	WATTON, MARK	001318	06/19/09	TRAVEL EXPENSE REIMBURSEMENT	108.31	108.31
2018716	06/24/09	01343	WE GOT YA PEST CONTROL	55020 55082	06/01/09 06/01/09	PEST CONTROL - BEE REMOVAL PEST CONTROL - BEE REMOVAL	950.00 115.00	1,065.00
2018717	06/24/09	00125	WESTERN PUMP INC	0075766IN 0077108IN	03/31/09 05/29/09	FUEL ISLAND SERVICE FUEL PUMP SERVICE	997.72 216.25	1,213.97
2018718	06/24/09	10568	WHALEN FURNITURE MFG	001316	06/22/09	WORK ORDER REFUND - D0254-010039	447.94	447.94
2018719	06/24/09	04605	WILLIAM LYON HOMES	001311	06/22/09	WORK ORDER REFUND - D0100-XX6302	1,766.23	1,766.23
GRAND TOTAL							3,092,162.84	3,092,162.84