

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

WEDNESDAY
December 7, 2016
3:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OATH OF OFFICE CEREMONY

HECTOR GASTELUM
MARK ROBAK
MITCH THOMPSON
4. PRESENTATION OF RECOGNITION PLAQUE TO BOARD PRESIDENT
5. RECESS FOR RECEPTION
6. RECONVENE OTAY WATER DISTRICT BOARD MEETING
7. ELECTION OF BOARD PRESIDENT

As per Chapter 2, Section 1.03.B, *Procedure for Election*, of the District's Code of Ordinances, the General Manager shall chair the proceedings for election of the President. The newly-elected President shall assume office immediately and shall chair the proceedings for the election of the Vice President and Treasurer.

8. ELECTION OF BOARD VICE PRESIDENT
9. ELECTION OF BOARD TREASURER
10. APPROVAL OF AGENDA
11. APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 5, 2016

12. 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
13. RECESS OTAY WATER DISTRICT BOARD MEETING
14. CONVENE OTAY SERVICE CORPORATION BOARD MEETING
15. ROLL CALL
16. ELECTION OF OFFICERS
 - a) PRESIDENT
 - b) VICE-PRESIDENT
 - c) TREASURER
17. APPOINTMENT OF OFFICERS
 - a) EXECUTIVE DIRECTOR
 - b) CHIEF FINANCIAL OFFICER
 - c) SECRETARY
18. ADJOURN OTAY SERVICE CORPORATION BOARD MEETING
19. CONVENE OTAY WATER DISTRICT FINANCING AUTHORITY BOARD MEETING
20. ROLL CALL
21. RE-AFFIRM OFFICERS OF THE OTAY WATER DISTRICT FINANCING AUTHORITY
 - a) PRESIDENT
 - b) VICE-PRESIDENT
 - c) EXECUTIVE DIRECTOR
 - d) TREASURER/AUDITOR
 - e) SECRETARY
22. ADJOURN OTAY WATER DISTRICT FINANCING AUTHORITY BOARD MEETING
23. RECONVENE OTAY WATER DISTRICT BOARD MEETING

CONSENT CALENDAR

24. 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 CHANGE ORDER NO. 4 TO THE EXISTING CONTRACT WITH TRANSTAR PIPELINE, INC. IN THE AMOUNT OF \$50,760 FOR THE RANCHO SAN DIEGO BASIN SEWER REHABILITATION - PHASE 1 PROJECT
 - b) ADOPT RESOLUTION NO. 4317, FIXING TERMS AND CONDITIONS FOR THE ANNEXATION OF CERTAIN REAL PROPERTIES OWNED BY LICIA A. BARNETT (APN: 517-112-09-00) INTO THE OTAY WATER DISTRICT IMPROVEMENT DISTRICT NO. 18
 - c) ADOPT THE MITIGATED NEGATIVE DECLARATION FOR THE 870-2 PUMP STATION PROJECT
 - d) APPROVE THE PURCHASE OF A PERMANENT UTILITY EASEMENT AT THE RANCHO SAN DIEGO VILLAGE SHOPPING CENTER FROM REGENCY CENTERS FOR THE CAMPO ROAD SEWER REPLACEMENT PROJECT IN AN AMOUNT NOT-TO-EXCEED \$125,000
 - e) APPROVE THE ISSUANCE OF A PURCHASE ORDER TO VOLVO CONSTRUCTION EQUIPMENT IN THE AMOUNT NOT-TO-EXCEED \$269,764 FOR THE PURCHASE OF TWO (2) REPLACEMENT PORTABLE EMERGENCY GENSETS
 - f) APPROVE A TWO-YEAR FIXED AGREEMENT, PLUS THREE (3) ONE-YEAR OPTIONS, WITH T&T JANITORIAL, INC. FOR JANITORIAL SERVICES IN AN AMOUNT-NOT-TO-EXCEED \$286,800

ACTION ITEMS

25. ADMINISTRATION AND FINANCE
- a) APPROVE THE FIRST AMENDMENT TO THE JOINT POWERS AGENCY WATER CONSERVATION GARDEN OPERATION AGREEMENT, EXTENDING THE EXPIRATION DATE AN ADDITIONAL SIX MONTHS FROM DECEMBER 31, 2016 TO JUNE 30, 2017 (OTERO)
26. BOARD
- a) DISCUSSION OF THE 2016 AND 2017 BOARD MEETING CALENDARS

INFORMATIONAL ITEM

27. THE FOLLOWING ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEM:

- a) FIRST QUARTER OF FISCAL YEAR 2017 CAPITAL IMPROVEMENT PROGRAM UPDATE REPORT (MARTIN)

REPORTS

28. GENERAL MANAGER'S REPORT

- a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

29. DIRECTORS' REPORTS/REQUESTS

30. PRESIDENT'S REPORT/REQUESTS

RECESS TO CLOSED SESSION

31. CLOSED SESSION

- a) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION [GOVERNMENT CODE §54956.9]

MARK COZIAHR, ET AL. vs. OTAY WATER DISTRICT, SAN DIEGO COUNTY WATER AUTHORITY, ET AL.; CASE NO. 37-2015-00023413

- b) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

1 CASE

RETURN TO OPEN SESSION

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

33. ADJOURNMENT

AGENDA ITEM 11

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT October 5, 2016

1. The meeting was called to order by President Thompson at 3:34 p.m.

2. ROLL CALL

Directors Present: Lopez, Robak, Smith and Thompson

Directors Absent: Croucher (assigned to the Loma Fire in northern CA)

Staff Present: General Manager Mark Watton, General Counsel Daniel Shinoff, Attorney Jeanne Blumenfeld, Asst. General Manager German Alvarez, Chief of Engineering Rod Posada, Chief Financial Officer Joe Beachem, Chief of Administration Adolfo Segura, Chief of Operations Pedro Porras, Asst. Chief of Operations Jose Martinez, District Secretary Susan Cruz and others per attached list.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

Ayes: Directors Lopez, Robak, Smith and Thompson

Noes: None

Abstain: None

Absent: Director Croucher

to approve the agenda.

5. APPROVE THE MINUTES OF THE REGULAR BOARD MEETINGS OF AUGUST 3 AND SEPTEMBER 7, 2016

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

Ayes: Directors Lopez, Robak, Smith and Thompson

Noes: None

Abstain: None

Absent: Director Croucher

to approve the minutes of the regular board meetings of August 3 and September 7, 2016.

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

Mr. Victor Geroche of El Cajon indicated that he received a notice that his water would be shut off and that he also received a bill in August 2016 for \$719. He stated that the bill indicates that he used 13,592.15 gallons of water in approximately one day. He indicated that his property is barely an acre and that if he used that much water in a day, he felt his property would likely be flooded along with his neighbors. Mr. Geroche stated that the District did visit his property to investigate and did change out his meter so it could be tested. The meter tested fine and the new meter was left installed at his property. He questioned the shutoff notice he received and where all the water had gone. He stated that he felt that something was not right.

Director Robak inquired if staff had any information that could be shared regarding Mr. Geroche's water bill. Customer Service Manager Andrea Carey indicated she would look into why Mr. Geroche received a shutoff notice as his account has been "flagged" to prevent his water from being shut off while the District investigates his situation. She stated that the District reviewed the data log for his property for the month in question and found a few days where there were long periods of water use. Mr. Geroche indicated that that could not happen as he manually waters his yard. Ms. Carey stated the meter for Mr. Geroche's property was tested and it had passed. She indicated that the District's Water Conservation Specialist Richard Namba also visited Mr. Geroche's property and Mr. Namba found that Mr. Geroche has in excess of 100 fruit trees on his property and that the ground was covered with decomposed granite. Mr. Namba felt that Mr. Geroche could have left the water running and with the decomposed granite ground cover, the water would have easily slipped into the ground. Mr. Namba observed that Mr. Geroche's fruit trees were in impeccable order and the quality of the trees were impressive. He felt that Mr. Geroche was a master gardener. Ms. Carey indicated that based on the District's meter test and Mr. Namba's observations, the District concluded that the water in question did pass through Mr. Geroche's meter. She indicated that she and Mr. Geroche have not spoken since the completion of the test and the visit to his property, but she did have a follow-up call to Mr. Geroche noted on her calendar for next week. Mr. Geroche does have a balance on his account and they would be discussing the best way to handle this balance.

President Thompson indicated that this was not an item on today's agenda and stated to Mr. Geroche that the District's Board has noted his concern and that there will be some follow-up from staff with him. Ms. Carey confirmed that staff would be in contact with Mr. Geroche.

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 motion was made by Director Smith, seconded by President Thompson and carried with the following vote:

Ayes: Directors Lopez, Robak, Smith and Thompson
Noes: None
Abstain: None
Absent: Director Croucher

to approve the following consent calendar items:

- a) AWARD A CONSTRUCTION CONTRACT TO UNDERGROUND PIPELINE SOLUTIONS, INC. FOR THE 36-INCH LA PRESA AIR-VACUUM VALVE RELOCATIONS PROJECT IN AN AMOUNT NOT-TO-EXCEED \$157,315
- b) AWARD A CONSTRUCTION CONTRACT TO BLASTCO, INC. FOR THE 978-1 & 850-2 RESERVOIR INTERIOR/EXTERIOR COATINGS AND UPGRADES PROJECT IN AN AMOUNT NOT-TO-EXCEED \$1,106,200
- c) APPROVE AN AGREEMENT WITH ECS IMAGING, INC. FOR ENTERPRISE CONTENT MANAGEMENT SOFTWARE LICENSING, IMPLEMENTATION, AND MIGRATION IN AN AMOUNT NOT-TO-EXCEED \$185,265, AND REASSIGN AN ADDITIONAL \$75,265 TO THIS PROJECT FROM IDENTIFIED CIP SAVINGS

ACTION ITEMS

8. ENGINEERING AND WATER OPERATIONS

- a) APPROVE THE WATER SUPPLY ASSESSMENT AND VERIFICATION REPORT DATED AUGUST 2016 FOR THE CITY OF CHULA VISTA UNIVERSITY INNOVATION DISTRICT PROJECT, AS REQUIRED BY SENATE BILLS 610 AND 221

Environmental Compliance Specialist Lisa Coburn-Boyd indicated that the City of Chula Vista submitted a request to the District for a Water Supply Verification Assessment and Verification Report (WSA&V Report) for their University Innovation District Project pursuant to Senate Bills 610 and 221. She stated the primary intent of these bills is to improve the link between water supply availability and land use decisions. These bills require the water purveyor to prepare a WSA&V Report that will be included in the Project's CEQA documentation. Board approval is required for the submittal of the WSA&V

Report to the City of Chula Vista. Please reference the Committee Action notes attached to staff's report (Attachment A) for the full details of Ms. Coburn-Boyd's report.

It was discussed that if the City of Chula Vista's University Innovation District Project does not come to fruition and, instead, a high density development was proposed for the project area, a new WSA&V Report would be required for the new proposed development as it suggests new land use.

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

Ayes: Directors Lopez, Robak, Smith and Thompson
Noes: None
Abstain: None
Absent: Director Croucher

to approve staff's recommendation.

9. BOARD

a) DISCUSSION OF THE 2016 BOARD MEETING CALENDAR

President Thompson noted that he will not be able to attend the November 2, 2016 board meeting. There were no changes to the board meeting calendar.

INFORMATIONAL ITEM

10. THE FOLLOWING ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEM:

a) FISCAL YEAR 2016 BOARD OF DIRECTORS' EXPENSES

Finance Manager Kevin Koeppen presented the Fiscal Year-End 2016 Board of Directors expenses. Please reference the Committee Action notes attached to staff's report (Attachment A) for the details of Mr. Koeppen's report.

President Thompson indicated that he felt that the board members were doing a good job in setting a tone of being fiscally conservative, especially in comparison to other local agencies.

REPORTS

11. GENERAL MANAGER'S REPORT

CWA Report

General Manager Watton reported that officer elections have occurred at CWA and Director Croucher has been voted Secretary of CWA's Board of Directors; which places him in the board leadership for the next six (6) years. He stated that CWA has scheduled a Board workshop next week to discuss MWD matters and update the Board on the lawsuit. He lastly shared that the State Board's conservation mandate is being fast tracked and the agencies, including ACWA, CSDA, etc., have requested additional time (longer than 10 days) to consider what the State Board is proposing.

General Manager's Report

General Manager Watton presented information from his report which included an update on emergency preparedness, the capacity fee study, the Ralph W. Chapman Water Reclamation Facility Master Plan, the Rosarito Beach Desalination Project, and water sales and purchases.

Staff clarified with regard to the water conservation chart on page 10 of the General Manager's report that the percentages noted on the red line in the chart represents the percentage water savings compared to the same month in 2013. The 19% average water savings represents savings since June 2015 (when the mandate was implemented) to present compared to water use in 2013.

It was indicated with regard to the City of San Diego's Pure Water Program on page five (5) that the City is estimating the cost for treatment, flow, solids and the Pure Water Program. Their estimate for the Metro Wastewater portion of the project is \$405 million over the next six (6) years. The Metro Tac group is scheduled to review the cost allocation proposal (approximately 33.96% of the \$405 million or \$135.7 million) for the Metro Wastewater members on Monday.

12. DIRECTORS' REPORTS/REQUESTS

Director Smith reported that he attended his regular committee and board meetings and stated that he wished to just comment on the temporary road patch on Telegraph Canyon Road due to a leak. He noted that in comparison to the City of San Diego's temporary road patches, the repair on Telegraph Canyon Road was very well done. He recognized the City of Chula Vista for their requirements for road patches which have kept their roads even and in good repair. He commended staff on their work on the repair.

Director Lopez indicated that along with the regular committee and board meetings that he attends, he attended the South County Economic Summit on

September 30. He indicated it was good seeing the businesses and agencies that the District works with and provides services to.

Director Robak indicated that he also attended the South County Economic Summit and attended the World Water Day event (world without water) on September 15. He indicated that 20 miles across our border, there are people without water. He stated that we need to look outside our immediate horizon and do what we can to help. He stated that a few years ago an employee approached him and was interested in doing a water well in Tijuana. He asked if there were staff members interested in participating in the Water for People Program and possibly the program could be led by a group from the District. He also indicated at the last meeting the board had discussed CWA's interest in possibly producing power at the lake behind San Vicente Reservoir. He indicated that there are some doubts about this proposed project and he would hate to see money spent on the project, particularly, with what happened at Lake Hodges. He lastly shared that he attended a meeting at the Water Conservation Garden where they discussed the new operating agreement between the member agencies and the Friends of the Garden organization. The Executive Director Elyssa Robertson presented a proposed agreement that was based on an operating agreement between an electrical power operator and an owner entity (ie. a City, etc.) and they are relying on each member agency to comment and suggest changes. He stated that he and Director Thompson discussed the agreement and they both suggest that the agreement be reviewed by legal thoroughly.

13. PRESIDENT'S REPORT

President Thompson presented his report on meetings he attended during the month of September 2016 (his report is attached). He noted that in follow-up to the Wildcoast and Surfrider Foundation's concerns with the District's Otay Mesa Conveyance and Disinfection System Project, the District has been meeting with the public and elected officials to clarify the concerns raised and share with them information about the project.

He also indicated that he will not be attending the November 2, 2016 board meeting and, thus, this could be the last Otay Water District meeting that he attends as his seat is up for election on November 8. He indicated that he is running to be re-elected to his seat on the board and, of course, the outcome of the election is uncertain. He wished to indicate to staff should this be his last meeting that he appreciated their work and he has been proud to serve on the board.

14. CLOSED SESSION

The board recessed to closed session at 5:54 p.m. to discuss the following matters:

- a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section
54956.9:

1 CASE

The board reconvened at 5:59 p.m. and General Counsel Shinoff reported that
the board met in closed session and took no reportable actions.

15. ADJOURNMENT

With no further business to come before the Board, President Thompson
adjourned the meeting at 6:00 p.m.

President

ATTEST:

District Secretary

President's Report
October 5, 2016 Board Meeting

A) Meetings attended during the Month of September 2016:

- 1) **September 2: Board Agenda Briefing.** Met with General Manager Watton and Attorney Jeanne Blumenfeld to review items that will be presented at the September 7 Board Meeting.
- 2) **September 7: OWD Regular Board Meeting**
- 3) **September 8: Met with Senator Ben Hueso** to update him on the District's Otay Mesa Conveyance and Disinfection System Project. Attendees: Ms. Ana Molina.
- 4) **September 13: Attended the District's Finance, Administration and Communications Committee.** Reviewed, discussed, and made recommendation on items that will be presented at the October board meeting.
- 5) **September 21: Attended the Water Conservation Garden JPA Board Meeting.** Discussed proposed Operating and Maintenance Agreement.
- 6) **September 30: Attended the South County Economic Development Council's Annual Economic Summit.** Attendees: Directors Lopez and Robak, and General Manager Watton.
- 7) **October 1: Board Agenda Briefing.** Met with General Manager Watton and General Counsel Dan Shinoff to review items that will be presented at the October 5 Board Meeting. Director Lopez also attended.

AGENDA ITEM 24a



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016		
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT:	S2033-003103	DIV. NO.:	5
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager				
SUBJECT:	Approve Change Order No. 4 to the Contract with Transtar Pipeline, Inc. for the Rancho San Diego Basin Sewer Rehabilitation - Phase 1 Project				

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) approve Change Order No. 4 to the existing contract with Transtar Pipeline, Inc. (Transtar) in the amount of \$50,760.00 for the Rancho San Diego Basin Sewer Rehabilitation - Phase 1 Project (see Exhibit A for Project location).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board authorization for the General Manager to execute Change Order No. 4 to the construction contract with Transtar for the Rancho San Diego Basin Sewer Rehabilitation - Phase 1 Project.

ANALYSIS:

At the February 3, 2016 Board Meeting, the Board awarded a construction contract in an amount of \$970,970 to Transtar to

construct sewer improvements that consist of sewer system repairs at fourteen (14) locations within the Rancho San Diego Basin as shown on Exhibit A. The sewer improvements involve the replacement of approximately 3,252 linear feet of 8-inch gravity sewer, four (4) new sewer manholes, reconnection of sewer lines and laterals, maintaining sewer service, restoration of pavement and landscaping, removal of trees, traffic control, erosion control, protection of existing utilities, and all testing and inspection as required by the Contract Documents.

Since the award of the construction contract, three (3) change orders have been approved under the General Manager's authority that total \$30,882.71. The approved change orders compensated the Contractor for the following: a realignment of planned sewer at Site 734, located off Hillside Road (CO 01); a revised sewer profile at Site 722, located at Julianna Street (CO 02); and restoration of three (3) County of San Diego survey monuments located within the sewer alignments (CO 03). A listing of the change orders and their respective amounts are included in the Change Order Log that is part of Exhibit B.

During the construction of the planned sewer at Site 733, located at Paseo Grande, it was discovered that the existing sewer main was located outside the as-built alignment in unconsolidated existing fill. Potholing during construction revealed similar conditions existing throughout the entire Site 733 segment. The Contractor was directed to correct the alignment to the greatest extent possible during which unanticipated loose and caving material was encountered affecting the Contractor's production. Change Order No. 4 is necessary to resolve all costs associated with the additional work needed to address this unforeseen condition including pothole investigation and additional excavation and backfill.

Change Order No. 4 also addresses contract time as a result of the added work described above. Time impacts associated with Change Order No. 4 are provided in Exhibit B, including the addition of twenty two (22) days for impacts due to caving material and one (1) day for weather impacts as provided in contract. In total, the twenty three (23) additional days added to the contract will result in a revised total contract duration of 197 calendar days.

The Contractor is completing work on Site 773, Site 728, located on Burris Drive, and Site 771, located on Fuerte Estates Drive. The Contractor has encountered unconsolidated materials at Sites 773 and 728. The District's Construction Manager is currently assessing the impacts presented by the Contractor and steps are being taken by staff to mitigate impacts to the overall project. It is anticipated

that the Project will reach substantial completion by the end of November 2016.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

The total budget for CIP S2033, as approved in the FY 2017 budget, is \$3,000,000. Total expenditures, plus outstanding commitments and forecast including this contract, are \$2,999,806.00. See Attachment B for budget detail.

Based on a review of the financial budget, the Project Manager anticipates that the budget for CIP S2033 is sufficient to support the Project.

The Finance Department has determined that, under the current rate model, 100% of the funding is available from the Replacement Fund.

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high quality and reliable water and wastewater services to the customers of the Otay Water District in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is innovative in providing water services at competitive rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

DM:mlc

P:\WORKING\CIP S2033 Sewer System Rehabilitation\Staff Reports\BD 12-07-16 RSD Ph 1 Construction\BD 12-07-16 Staff Report RSD Basin Sewer Rehab Phase 1 CO 04 (DM-RP).Docx

Attachments: Attachment A - Committee Action
 Attachment B - Budget Detail
 Exhibit A - Location Map
 Exhibit B - Change Order No. 4



ATTACHMENT A

SUBJECT/PROJECT: S2033-003103	Approve Change Order No. 4 to the Contract with Transtar Pipeline, Inc. for the Rancho San Diego Basin Sewer Rehabilitation - Phase 1 Project
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on November 21, 2016, and the following comments were made:

- Staff recommended that the Board approve Change Order No. 4 to the existing contract with Transtar Pipeline, Inc. (Transtar) in the amount of \$50,760.00 for the Rancho San Diego Basin Sewer Rehabilitation - Phase 1 Project.
- Staff reviewed the staff report with the Committee which noted the following:
 - Change Order No. 1 - Compensation to the Contractor for realignment of planned sewer at Site 734, located off Hillsdale Road;
 - Change Order No. 2 - Revised sewer profile at Site 722, located at Julianna Street; and
 - Change Order No. 3 - Provided for the restoration of three (3) County of San Diego survey monuments located within the sewer alignments.
- Details of Change Order No. 4 are provided on page 2 of the staff report. Staff indicated that Change Order No. 4 is necessary to resolve unforeseen conditions at Site 733, located at Paseo Grande, including pothole investigation and additional excavation and backfill. Change Order No. 4 also addresses contract time as a result of the added work.
- Staff noted that paving at Site 733 was completed on November 18, 2016.
- In response to a question from the Committee, staff stated that the existing sewer main at Site 733 was located outside the as-built alignment within the easement in unconsolidated existing fill. It was economically better to perform the needed repairs and realignment versus as-builts being corrected and acquiring a new easement. In addition, correction to the alignment of the

sewer would improve its operation and it would benefit crew members as it would center the sewer main within the easement for easier access during maintenance and repairs.

- The Committee inquired if the width of the easement was sufficient. Staff stated yes and indicated that the existing easement is 20 feet wide and that it did not need to be updated.
- In response to several questions from the Committee, staff stated that the length of Paseo Grande is more than 250 feet and that the additional 22 days is enough time to complete the work specified in Change Order No. 4.
- It was noted that Change Order No. 4 was negotiated down from \$135,000 to \$50,760.
- With regards to unconsolidated materials at Sites 773 and 728 specified at the bottom of page 2 of the staff report, the Committee inquired if another change order will be brought to the board to settle this matter. Staff stated yes and indicated that they are currently in negotiations with the Contractor.

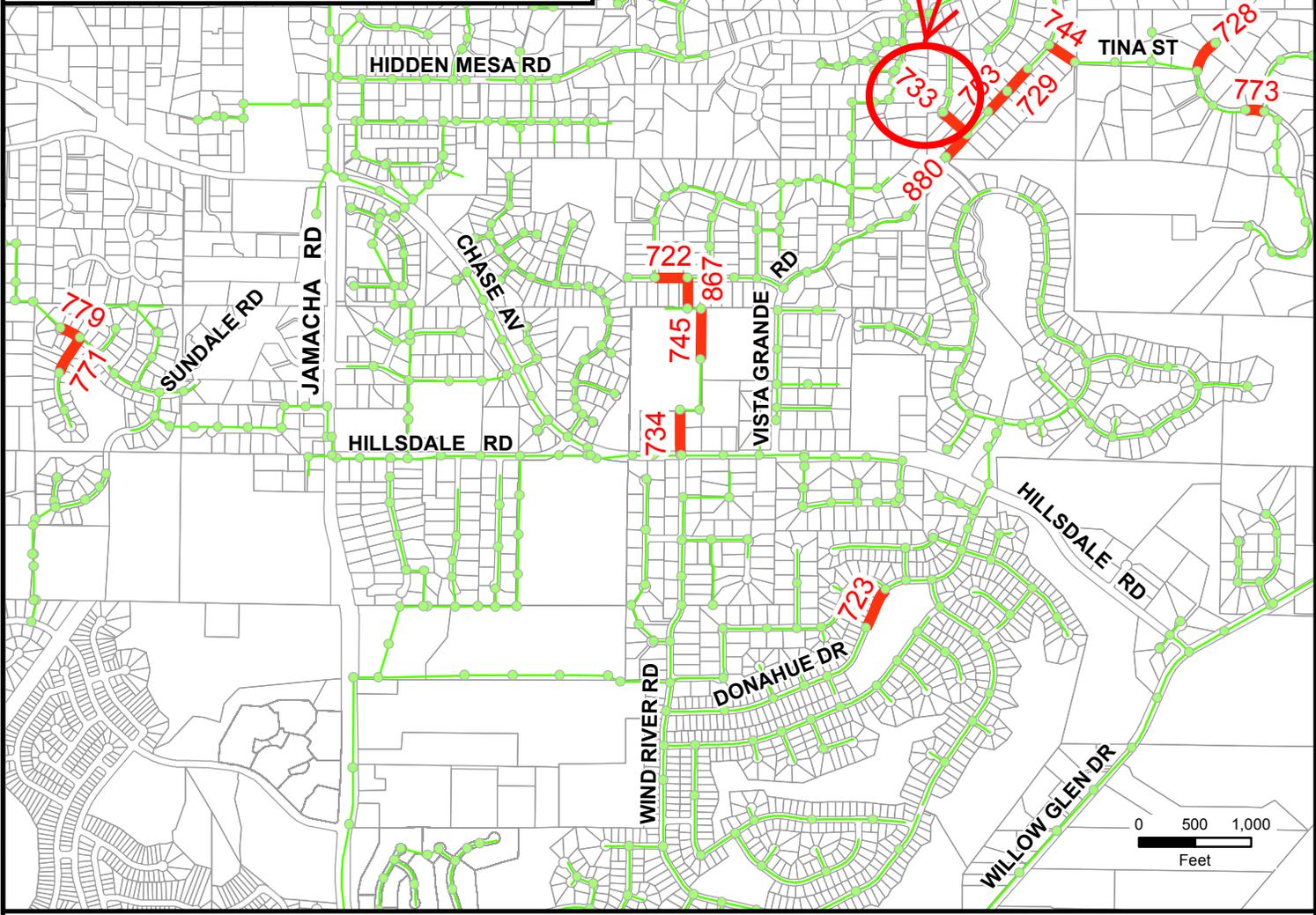
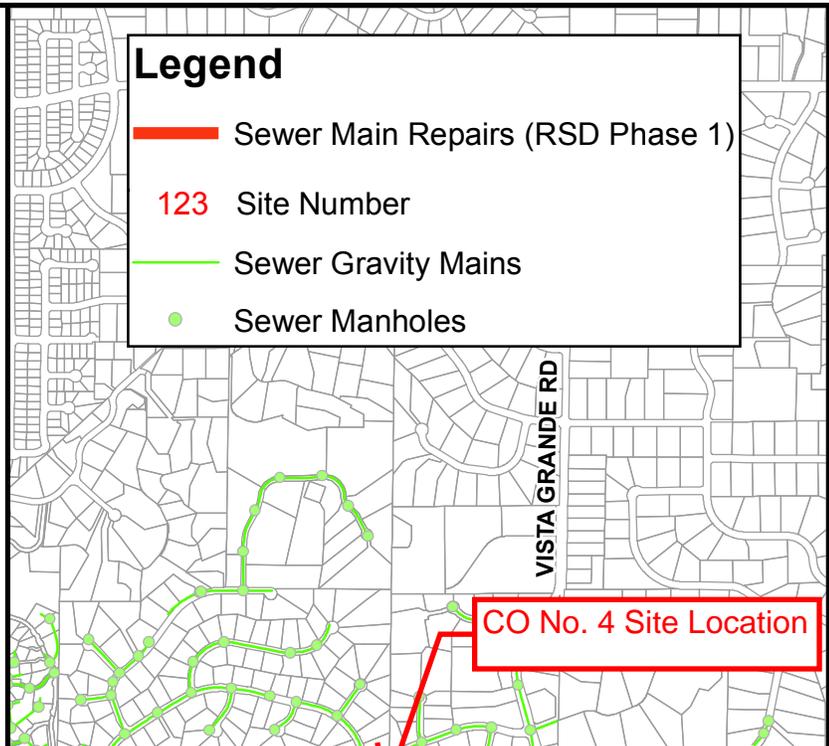
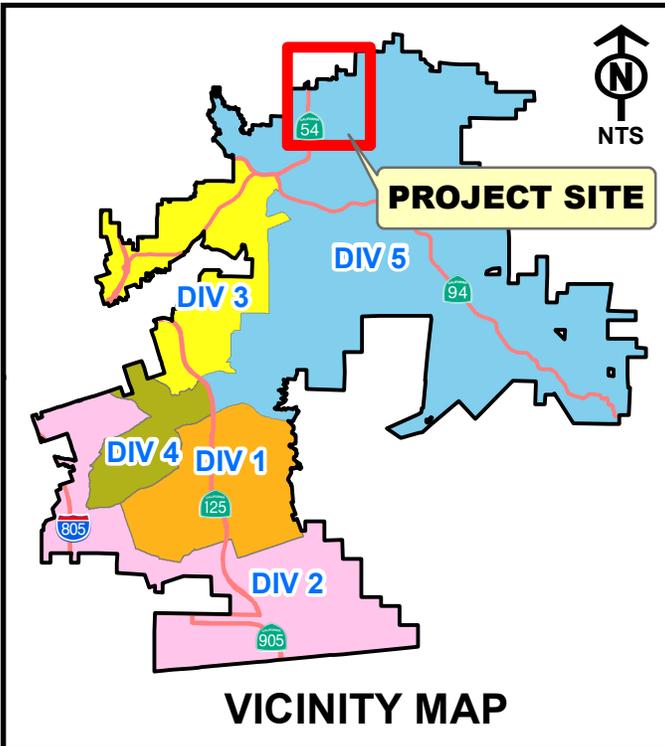
Upon completion of the discussion, the Committee accepted staffs' report and supported presentation to the full board as a consent item.



ATTACHMENT B – Budget Detail

SUBJECT/PROJECT:	Approve Change Order No. 4 to the Contract with Transtar Pipeline, Inc. for the Rancho San Diego Basin Sewer Rehabilitation - Phase 1 Project
S2033-003103	

Otay Water District					3-Nov-16
S2033 - Sewer System Various Locations Rehabilitation					
<i>Budget</i>	<i>Committed</i>	<i>Expenditures</i>	<i>Outstanding Commitment & Forecast</i>	<i>Projected Final Cost</i>	<i>Vendor/Comments</i>
3,000,000					
Planning					
Regulatory Agency Fees	100	100	-	100	PETTY CASH CUSTODIAN
Standard Salaries	220,584	220,584	-	220,584	
Total Planning	220,684	220,684	-	220,684	
Design					
Consultant Contracts	152,958	152,958	-	152,958	AEGIS ENGINEERING MGMT INC
	20,720	20,720	-	20,720	DARNELL & ASSOCIATES INC
	21,446	21,446	-	21,446	SOUTHERN CALIFORNIA SOIL
	3,818	3,818	-	3,818	HUNSAKER & ASSOCIATES
	21,086	21,086	-	21,086	NINYO & MOORE GEOTECHNICAL AND
	6,995	6,995	-	6,995	AIRX UTILITY SURVEYORS INC
	71,183	71,183	-	71,183	ARCADIS US INC
Professional Legal Fees	920	920	-	920	STUTZ ARTIANO SHINOFF
Service Contracts	385	385	-	385	SAN DIEGO DAILY TRANSCRIPT
	1,500	1,500	-	1,500	CHICAGO TITLE COMPANY
	5,040	5,040	-	5,040	MAYER REPROGRAPHICS INC
	333	333	-	333	THE SAN DIEGO UNION-TRIBUNE
Standard Salaries	491,072	491,072	-	491,072	
Total Design	797,455	797,455	-	797,455	
Construction					
Construction Contracts	970,970	710,031	260,939	970,970	TRANSTAR PIPELINE INC
	16,088	16,088	0	16,088	CO #1 TRANSTAR PIPELINE INC
	7,350	7,350	0	7,350	CO#2 TRANSTAR PIPELINE INC
	7,445	-	7,445	7,445	CO #3 TRANSTAR PIPELINE INC
	50,736	-	50,736	50,736	CO #4 TRANSTAR PIPELINE INC
	470,211	470,211	0	470,211	ARRIETA CONSTRUCTION INC
	24,748	24,748	0	24,748	CALIFORNIA BANK & TRUST
Consultant Contracts	2,400	2,400	-	2,400	RBF CONSULTING
	100,590	80,390	20,200	100,590	ALYSON CONSULTING
	2,738	2,738	-	2,738	AIRX UTILITY SURVEYORS INC
	3,000	-	3,000	3,000	HUNSAKER & ASSOCIATES
Professional Legal Fees	3,392	3,392	-	3,392	STUTZ ARTIANO SHINOFF
Regulatory Agency Fees	30,000	27,343	2,657	30,000	COUNTY OF SAN DIEGO
Standard Salaries	232,000	210,820	21,180	232,000	
Project Contingency	60,000	-	60,000	60,000	
Total Construction	1,981,667	1,555,511	107,037	1,981,667	
Grand Total	2,999,806	2,573,650	426,156	2,999,806	



P:\WORKING\CIP S2033 Sewer System Rehabilitation\Graphics\RSD Phase 1\CIP S2033, RSD Sewer Basin Phase 1, Location Map, Dec. 2015.mxd



OTAY WATER DISTRICT
RANCHO SAN DIEGO BASIN
SEWER REHABILITATION PHASE 1



OTAY WATER DISTRICT
2554 SWEETWATER SPRINGS BLVD., SPRING VALLEY, CA. 91978, (619) 670-2222

CONTRACT/P.O. CHANGE ORDER No. 4

PROJECT/ITEM: Rancho San Diego Basin Sewer Rehabilitation, Phase 1
CONTRACTOR/VENDOR: Transtar Pipeline, Inc. REF.CIP No.: S2033
APPROVED BY: Board REF. P.O. No: 719482 DATE: 10/31/16

DESCRIPTION:

See attached page 2 of 2 for continuation.

REASON:

See attached page 2 of 2 for continuation.

CHANGE P.O. TO READ:

Revise Contract to add \$50,736.00 and add 23 days time for a total Contract amount of \$1,052,588.71 with a Contract Duration of 197 Calendar Days.

ORIGINAL CONTRACT/P.O. AMOUNT:	\$	970,970.00
ADJUSTED AMOUNT FROM PREVIOUS CHANGE:	\$	30,882.71
TOTAL COST OF THIS CHANGE ORDER:	\$	50,736.00
NEW CONTRACT/P.O. AMOUNT IS:	\$	1,052,588.71
ORIGINAL CONTRACT COMPLETION DATE:		8/10/16
CONTRACT/P.O. TIME AFFECTED BY THIS CHANGE:		Yes
REVISED CONTRACT COMPLETION DATE:		9/26/16

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

CONTRACTOR/VENDOR:

STAFF APPROVALS:

SIGNATURE: <u>John V. Brito</u>	PROJ. MGR: <u>[Signature]</u>	DATE: <u>11/8/16</u>
NAME: <u>John Brito</u>	DIV. MGR: _____	DATE: _____
TITLE: <u>Vice President</u>	CHIEF: _____	DATE: _____
COMPANY & ADDRESS: <u>Transtar Pipeline, Inc.</u>	ASST. GM: _____	DATE: _____
<u>10467 Roselle Street</u>	DISTRICT APPROVAL:	
<u>San Diego, CA 92121</u>	GEN. MANAGER: _____	DATE: _____

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

Description of Work

<u>Description</u>	<u>Increase</u>	<u>Decrease</u>	<u>Time</u>
<u>Item No. 1:</u> This Change Order provides for increased excavation, backfill and alignment correction resulting from encountering very loose and caving material and the existing sewer pipe outside the as-built alignment at Site 733 per RFI 006.	\$50,736.00		22
<u>Item No. 2:</u> Add 1 calendar day due to weather impacts per Contract Specifications 00700-8-5.	\$0.00	\$0.00	1
Sub Total Amount	\$50,736.00	\$0.00	23
Total Net Change Order Amount	\$50,736.00		

Reason:

Item No. 1:

Resulting from excavation for Site 733 Paseo Grande sewer replacement (Dwg. C-05), buried rock outcropping was encountered with unconsolidated existing fill materials and the existing sewer pipe was discovered to be outside the correct alignment. Potholing revealed similar conditions existing throughout the entire segment. The Contractor was directed to correct the alignment to the extent possible during which unanticipated loose and caving material was encountered affecting production. This change order is necessary to resolve all costs associated with this work including pothole investigation, additional excavation and backfill required to complete the work.

Item No. 2:

Contract Documents Section 00700-8.5 provides for no cost time extensions due to weather impacts on the project progress. Weather impacted the project one (1) day between August and October 2016. The project was impacted on October 28, 2016 due to weather.



REQUEST FOR INFORMATION # 006

Date:	<u>8/16/2016</u>	Project Name:	<u>Rancho San Diego Basin Sewer Rehabilitation - Phase 1</u>
To:	<u>Alyson Consulting</u> <u>9968 Hibert Street, Suite 109, SD CA 92131</u>	C.I.P. No.:	<u>S2033</u>
Attn:	<u>Douglas Cook</u>	Contractor:	<u>Transtar Pipeline, Inc</u>
From:	<u>John Brito</u>	Spec. Sec.:	<u></u>
Subject:	<u>Sewer Alignment/Hard Ground</u>	Dwg. No.:	<u>Site 733, C-05</u>
		Need Response By:	<u>ASAP</u>

Question/Problem

During Installation of MH 369-039 we discovered that the existing sewer was not in the location staked and shown on the plans. This was on Thursday, 8/11. After further potholing/investigation, the existing sewer is running approximately 4' Southwest of the designed and indicated location of the sewer on the plans. The existing sewer is backfilled with substandard compaction and material causing large areas of the street to collapse requiring additional amounts of Import and dump fees. Transtar wants to notify the district as required per section 8.3 and 8.5 of the general conditions Section 00700. As directed, we will be installing the sewer in the actual existing sewer location. Invert elevations to be as designed. Transtar will be submitting a claim and request for time per section 8.5.

By: *John V. Brito*
 Originator's Signature

Date: 8/16/2016

Reply/Solution

Date: **Proceed with construction of Site 733 in accordance with the direction provided by District field representatives as described above. The District understands a change order will result from the conditions encountered.**

By: *Steve Byers*
 Design Consultant's Signature

Date: 8/22/2016

This document is informational only. The above reply is intended as a clarification only and does not constitute a basis for change in contract price or time. If you do not concur do not proceed and notify the Construction Manager immediately.

Forwarded By: *[Signature]*
 Construction Manager's Signature

Date: 8/22/16



September 30, 2016

Doug Cook
Construction Manager

RE: Rancho San Diego Basin Sewer – Phase 1, RFI #006 Cost and Time Impacts, Sewer Alignment and substandard compaction, Paseo Grande, Site 733, Sheet C-05

Doug:

Attached are our T & M sheets for additional costs incurred installing the sewer at Site 733, Paseo Grande. Existing sewer backfill material was loose, substandard, and uncompacted material. We were unable to shore trenches using hydraulic shoring as we used on the downstream portion Site 880. Trench shields had to be used. Our concerns were outlined in RFI #006. In addition we request 22 Calendar Days (8/11-9/1) added to our contract for time spent dealing with the substandard conditions.

Equipment is per current Caltrans Rental Rates. Markups are per Section 00700. Backup documentation is also included. Shoring/trench plates which are billed weekly are shown on T&M 013 only. Dump Fees, trucking to dump and additional import material are shown on T&M 014. Total of submitted claim is \$135,085.66. Please review for approval and issue appropriate change order.

Let me know if you have any questions or wish to discuss.

Sincerely

A handwritten signature in dark blue ink that reads "John V. Brito". The signature is written in a cursive, flowing style.

John V. Brito
VP/Project Manager

CHANGE ORDER LOG

CIP S2033 - Rancho San Diego Basin Sewer Rehabilitation, Phase 1

Project: S2033

Consultant/Contractor: Transtar Pipeline, Inc.

Subproject: 003000

		APPROVED			
C.O.	AMOUNT	BY	DATE	DESCRIPTION	TYPE C.O.
1	\$16,088.00	RP	8/22/2016	Realignment resulting in increased excavation and backfill at Site 734 per RFI 001.	Contractor
2	\$7,350.00	GA	9/8/2016	Revised sewer profile at Site 722 add 35 lf 8-inch sewer	Contractor
3	\$7,444.71	MW	10/28/2016	Restore three existing survey monuments	Contractor
4	\$50,736.00	Board		Paseo Grande differing site condition - unconsolidated existing fill material	Contractor
5					
6					
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35					

Total C.O.'s To Date: \$81,618.71 8.4%

Original Contract Amount: \$970,970.00

Current Contract Amount: \$1,052,588.71

Change Order Breakdown for the Month:

Month	Net C.O.\$	Limit	Authorization	C.O. %
11/16		\$2,000	Insp	0.0%
		\$5,000	PM/Supervisor	0.0%
		\$10,000	Manager	0.0%
		\$20,000	Chief	0.0%
		\$25,000	AGM	0.0%
		\$75,000	GM	0.0%
	\$81,618.71	>\$75,000	Board	

AGENDA ITEM 24b



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT NO:	D0980-090289 DIV. NO. 5
		FILE NO:	ENG70-10-147
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Adopt Resolution No. 4317 Approving the Sewer Annexation of Property Owned by Licia A. Barnett to Otay Water District Improvement District No. 18 (APN 517-112-09-00 - Vista Vereda, El Cajon, CA)		

GENERAL MANAGER'S RECOMMENDATION:

Adopt Resolution No. 4317 approving the annexation of the property owned by Licia A. Barnett to Improvement District (ID) No. 18 (see Exhibit A for Location Map).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

The proposed annexation is to provide sewer service to the parcel located at Vista Vereda, El Cajon, in an unincorporated area of the County of San Diego California 92019 (APN 517-112-09-00).

ANALYSIS:

A written request and Petition signed by Licia A. Barnett, has been received for annexation of APN 517-112-09-00, located at Vista Vereda, in the City of El Cajon and County of San Diego, for sewer service. The total acreage to be annexed is 0.51

acres. The property is within the jurisdictional boundary of the Otay Water District and following the Board's approval, it will become part of ID No. 18.

The parcel is located adjacent to an existing 8-inch Otay Water District sewer main and 12-inch water main. The parcel is already contained within the District's water ID boundary. This parcel is part of the District's Wastewater Master Plan.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

The property owner will pay the District's annexation processing fee of \$776.20, sewer annexation fees (current fee is \$1,059.57 per EDU) and sewer capacity fees for parcels located outside the sewer ID (current fee is \$6,661.37) in effect at the time the service is provided, and any additional fees, including the availability fee, as established in the attached Resolution.

STRATEGIC GOAL:

Provide enhanced sewer service to meet customer needs.

LEGAL IMPACT:

No legal impact.

DM/RP:mlc

\\Owd-fp1\engrplan\Public-s\Annexation Requests\2016\Barnett Sewer Annex Request - Vista Vereda\Staff Report\BD 12-07-16 - Staff Report Sewer Annexation ID 18- Barnett Sewer Annex Request - 1199_.doc

Attachments: Attachment A - Committee Action
Attachment B - Resolution No. 4317
Exhibit A - Legal Description
Exhibit B - Legal Map
Exhibit A - Location Map



ATTACHMENT A

SUBJECT/PROJECT: D0980-090289 ENG70-10-147	Adopt Resolution No. 4317 Approving the Sewer Annexation of Property Owned by Licia A. Barnett to Otay Water District Improvement District No. 18 (APN 517-112-09-00 - Vista Vereda, El Cajon, CA)
---	--

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on November 21, 2016, and the following comments were made:

- Staff recommended that the Board adopt Resolution No. 4317 approving the annexation of the property (APN: 517-112-09-00) owned by Licia A. Barnett to Improvement District (ID) No. 18.
- Staff reviewed the staff report with the Committee and noted that the annexation area totals 0.51 acres and is located within the jurisdictional boundary of the District.
- The Committee inquired if the property was on a septic system. Staff stated no and indicated that the property is undeveloped.

Upon completion of the discussion, the Committee accepted staffs' report and supported presentation to the full board as a consent item.

RESOLUTION NO. 4317

A RESOLUTION OF THE BOARD OF DIRECTORS OF OTAY WATER DISTRICT APPROVING THE ANNEXATION TO OTAY WATER DISTRICT IMPROVEMENT DISTRICT NO. 18 OF THOSE LANDS DESCRIBED AS "LICIA A. BARNETT SEWER ANNEXATION (APN: 517-112-09-00)" (FILE NO. ENG70-10-147/DIVISION 5)

WHEREAS, a letter has been submitted by LICIA A. BARNETT, the owner and party that has an interest in the land described in Exhibit "A," attached hereto, for annexation of said land to Otay Water District Sewer Improvement District No. 18 pursuant to California Water Code Section 72670 et seq.; and

WHEREAS, pursuant to Section 72680.1 of said Water Code, the Board of Directors may proceed and act thereon without notice and hearing.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE OTAY WATER DISTRICT FINDS, RESOLVES, ORDERS AND DETERMINES as follows:

1. A depiction of the area proposed to be annexed, and the boundaries of ID 18 following the annexation, is set forth on a map in Exhibit "B" filed with the Secretary of the District, which map shall govern for all details as to the area proposed to be annexed.

2. The purpose of the proposed annexation is to make sewer service available to the area to be annexed, which availability constitutes a benefit to said area.

3. The Board finds and determines that the area proposed to be annexed to ID 18 will be benefited by such annexation and that the property currently within ID 18 will also be benefited and not injured by such annexation because after the annexation a

larger tax base will be available to finance the sewer facilities and improvements of ID 18.

4. The Board of Directors hereby declares that the annexation of said property is subject to the owners complying with the following terms and conditions:

(a) The petitioner for said annexation shall pay to Otay Water District the following:

(1) The annexation processing fee at the time of application;

(2) The sewer annexation fees at the time of connection to the Otay Water District water system;

(3) Yearly assessment fees will be collected through the County Tax Assessor's office in the amount of \$30 for APN 517-112-09-00;

(4) In the event that sewer service is to be provided, Petitioners shall pay all applicable sewer fees per Equipment Dwelling Unit (EDU) at the time the sewer connection is purchased; and

(5) Payment by the owner of APN 517-112-09-00 of all other applicable local or state agency fees or charges.

(b) The property to be annexed shall be subject to taxation after annexation thereof for the purposes of the improvement district, including the payment of principal and interest on bonds and other

obligations of the improvement district, authorized and outstanding at the time of annexation, the same as if the annexed property had always been a part of the improvement district.

5. The Board hereby declares the property described in Exhibit "A" shall be considered annexed to ID 18 upon passage of this resolution.

6. The Board of Directors further finds and determines that there are no exchanges of property tax revenues to be made pursuant to California Revenue and Taxation Code Section 95 et seq., as a result of such annexation.

7. The annexation of APN 517-112-09-00 to the District's Sewer Improvement District 18 is hereby designated as the "LICIA A. BARNETT SEWER ANNEXATION (APN: 517-112-09-00)".

8. Pursuant to Section 57202(a) of the Government Code, the effective date of the LICIA A. BARNETT SEWER ANNEXATION (APN: 517-112-09-00) shall be the date this Resolution is adopted by the Board of Directors of the Otay Water District.

9. The General Manager of the District and the Secretary of the District, or their respective designees, are hereby ordered to take all actions required to complete this annexation.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting held this 7th day of December, 2016.

President

ATTEST:

District Secretary

EXHIBIT A

GEOGRAPHIC DESCRIPTION

APN: 517-112-09

ANNEXATION INTO OTAY WATER DISTRICT IMPROVEMENT DISTRICT NO.18
OTAY WATER DISTRICT

BEING A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 16 SOUTH, RANGE 1 EAST, SAN BERNARDINO MERIDIAN, IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO THE UNITED STATES GOVERNMENT SURVEY APPROVED MAY 3, 1859, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 19, SAID CORNER BEING THE BEGINNING OF A 338.41 FEET RADIUS CURVE, CONCAVE SOUTHEASTERLY, A RADIAL LINE OF SAID CURVE BEARS NORTH 89° 16' 35" WEST, TO SAID POINT, SAID POINT BEING ALSO THE BEGINNING OF THE CENTER LINE OF THAT CERTAIN 40.0 FEET STRIP OF LAND DESCRIBED IN A DEED TO THE COUNTY OF SAN DIEGO, RECORDED JULY 25, 1956, IN BOOK 6191, PAGE 507, OF OFFICIAL RECORDS; THENCE

COURSE 1. THROUGH A CENTRAL ANGLE OF 32° 45' 25" A DISTANCE OF 193.47 FEET ALONG THE ARC OF SAID CURVE, AND NORTHERLY ALONG SAID CENTER LINE; THENCE CONTINUING ALONG SAID CENTER LINE AS FOLLOWS:

COURSE 2. NORTH 33° 28' 50" EAST A DISTANCE OF 34.51 FEET TANGENT TO SAID CURVE TO THE BEGINNING OF A TANGENT 230.00 FEET RADIUS CURVE CONCAVE SOUTHEASTERLY; THENCE

COURSE 3. THROUGH A CENTRAL ANGLE OF 54° 21' 44" A DISTANCE OF 218.22 FEET ALONG THE ARC OF SAID CURVE AND NORTHEASTERLY ALONG SAID CENTER LINE TO THE BEGINNING OF A REVERSE 230.00 FEET RADIUS CURVE CONCAVE NORTHWESTERLY; THENCE

COURSE 4. THROUGH A CENTRAL ANGLE OF 20° 40' 51" A DISTANCE OF 83.02 FEET ALONG THE ARC OF SAID CURVE AND NORTHEASTERLY ALONG SAID CENTER LINE TO THE MOST SOUTHERLY CORNER OF THE LAND CONVEYED TO A. VALVERDE BY DEED RECORDED AUGUST 21, 1968, AS INSTRUMENT NO. 1968-143231, OF OFFICIAL RECORDS; THENCE

COURSE 5. NORTH 00° 39' 27" EAST A DISTANCE OF 500.10 FEET ALONG THE WESTERLY LINE OF SAID VALVERDES LAND TO A POINT WHICH IS 80 FEET SOUTHERLY FROM THE NORTHWESTERLY CORNER THEREOF BEING THE TRUE POINT OF BEGINNING; THENCE

COURSE 6. SOUTH 89° 50' 50" EAST A DISTANCE OF 280.01 FEET PARALLEL WITH THE NORTHERLY LINE OF SAID LAND TO A POINT ON THE EASTERLY LINE OF SAID LAND; THENCE

COURSE 7. NORTH 00° 39' 27" EAST A DISTANCE OF 80.00 FEET ALONG SAID EASTERLY LINE TO THE NORTHEASTERLY CORNER THEREOF; THENCE

COURSE 8. NORTH 89° 50' 50" WEST A DISTANCE OF 280.01 FEET ALONG THE NORTHERLY LINE OF SAID LAND TO THE NORTHWESTERLY CORNER THEREOF; THENCE

COURSE 9. SOUTH 00° 39' 27" WEST A DISTANCE OF 80.00 FEET ALONG THE WESTERLY LINE OF SAID LAND TO THE TRUE POINT BEGINNING.

CONTAINING 0.51 ACRES



VICTOR RODRIGUEZ-FERNANDEZ
LS 5335

10/31/16



SEE ATTACHED EXHIBIT "B"

DISCLAIMER: FOR ASSESSMENT PURPOSES ONLY. THE DESCRIPTION OF LAND IS NOT A LEGAL DESCRIPTION AS DEFINED BY THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS A BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED

EXHIBIT "B"

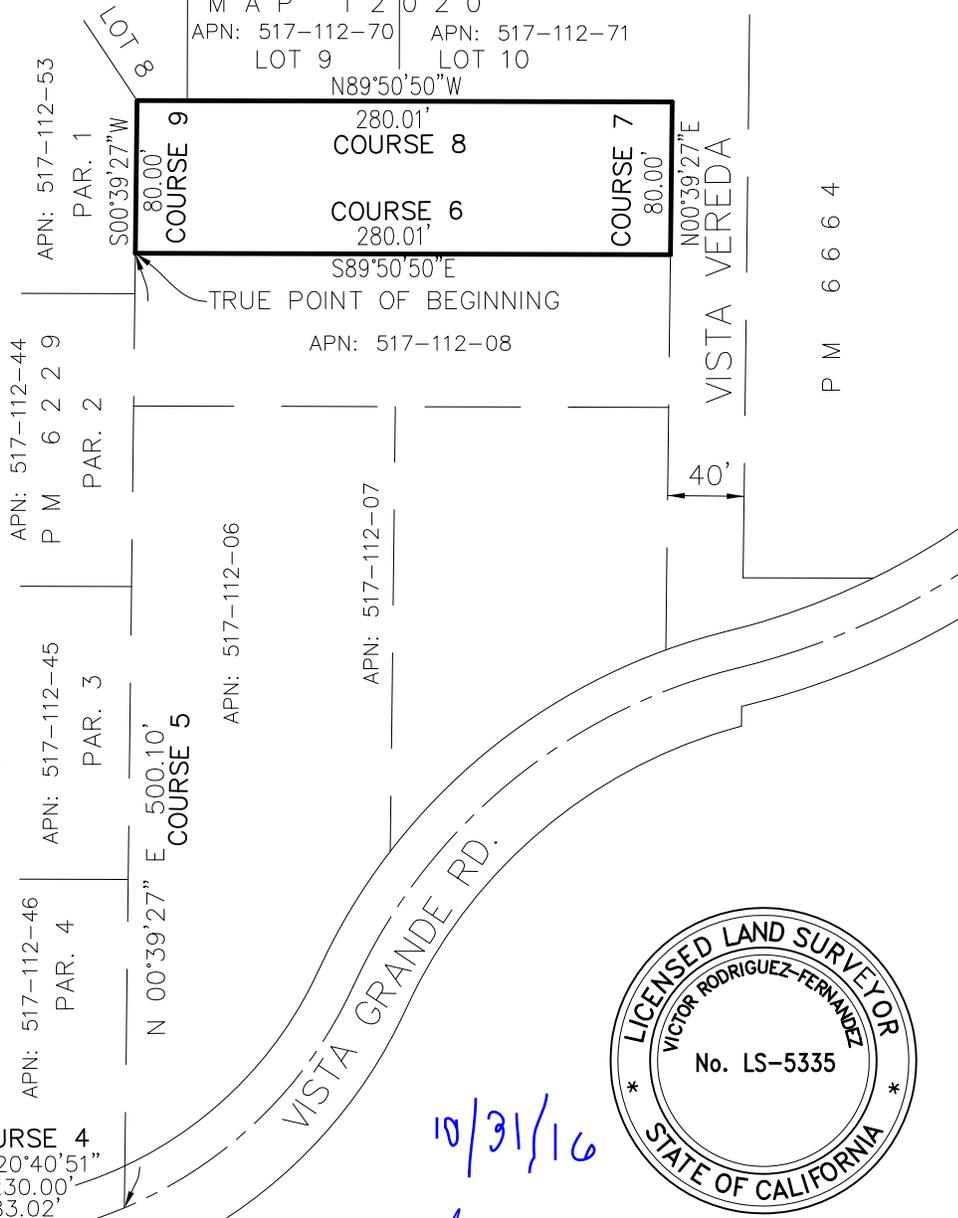
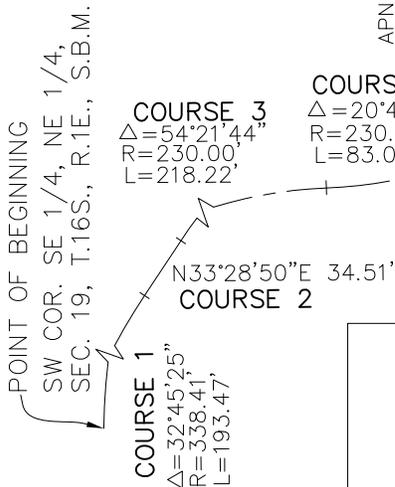
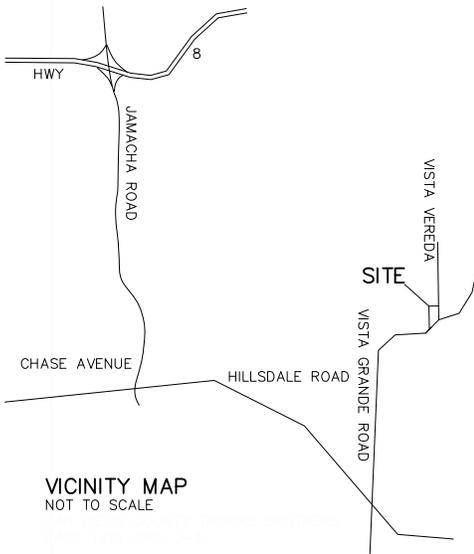
ANNEXATION INTO OTAY WATER DISTRICT IMPROVEMENT DISTRICT NO. 18
 APN: 517-112-09

APN: 517-112-69

M A P 1 2 0 2 0
 APN: 517-112-70 APN: 517-112-71
 LOT 9 LOT 10
 N89°50'50"W



SCALE ; 1" = 100'
 DATE: 10-31-2016



10/31/16
 [Signature]

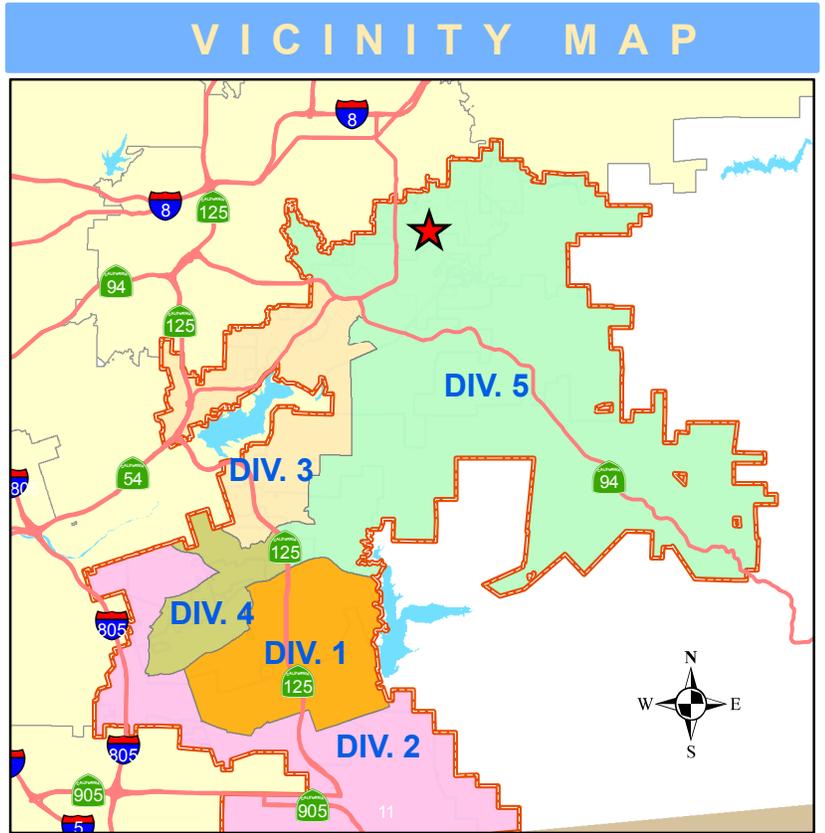
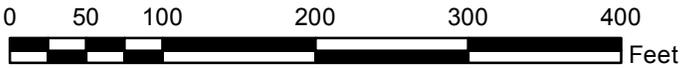
BY: _____
 VICTOR RODRIGUEZ-FERNANDEZ LS 5335

DISCLAIMER:
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 SUBDIVISION MAP ACT AND MAY NOT BE USED AS A
 BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.



EXHIBIT A
VISTA VEREDA,
EL CAJON, CA 92019
SEWER ANNEXATION

PROJECT#: D0980-090289
APN: 517-112-09-00
AREA: 0.51 ACRES
ADDRESS: 0 VISTA VEREDA,
 EL CAJON, CA 92019
OWNER: LICIA A. BARNETT
DIR: DIV. 5
SEWER ID: 18
DATE: 11/2/2016



LOCATION MAP



AGENDA ITEM 24c



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2015
SUBMITTED BY:	Lisa Coburn-Boyd Environmental Compliance Specialist	PROJECT:	P2083 - DIV. NO. 2 001101
	Bob Kennedy Engineering Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Adoption of a Mitigated Negative Declaration for the 870-2 Pump Station Project		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) approves the adoption of a Mitigated Negative Declaration for the 870-2 Pump Station Project (see Exhibit A for Project location).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board approval for the adoption of a Mitigated Negative Declaration (MND) for the 870-2 Pump Station Project.

ANALYSIS:

The Otay Water District is proposing the construction and operation of a new pump station (870-2 Pump Station) and associated sewer force main alignment that would replace the existing Low Head Pump Station (LHPS; 571-1 Pump Station) and High Head Pump Station (HHPS; 870-1

Pump Station). Both the LHPS and HHPS have reached the end of their useful lives. The existing pump stations pump water from the Roll Reservoir (570 Zone Reservoir) located on Otay Mesa to different hydraulic zones to maintain water supply within these zones. The new 870-2 Pump Station would pump to the two hydraulic zones currently supplied by the LHPS and HHPS, the 570 zone and the 870 zone. Additionally, these existing pump stations have insufficient capacity for the desalinated water supply that would be introduced to the Roll Reservoir if the District's proposed Otay Mesa Conveyance and Disinfection System Project (OMCDSP) is implemented. The pump station, site plan, and yard piping have been coordinated with the proposed desalination facilities project to avoid conflicts.

The proposed pump station conceptual layout allows for phased construction beginning with installation of pumps that will supply water from the 570 hydraulic zone to the 870 hydraulic zone and two recirculation pumps to maintain water quality in the Roll Reservoir. Phase 2, which would only occur if determined necessary for the OMCDSP, would consist of the installation of pumps that would convey water from the 570 hydraulic zone to the 624 hydraulic zone. In addition to the pump station, construction of the project includes the installation of associated yard piping, a sewer force main, and the improvement of the partially paved access road to the site. The LHPS and HHPS will be demolished at a later date (not part of this project).

ICF International prepared the initial study and MND for the Project under their as-needed environmental services contract with the District. Based on the findings of these documents, and with proper mitigation measures taken, as outlined in the final MND (Attachment B), the Project will not have a significant effect on the environment. The impacts that require mitigation are biological resources, cultural resources, and geology/soils.

The 30 day notice period for the public to comment on the draft MND began on September 9, 2016 and closed on October 10, 2016. Four comment letters were received from the San Diego County Archaeological Society, the California Department of Fish & Wildlife, the County of San Diego, and the Viejas Band of the Kumeyaay Indians. All of the letters received and the responses to comments are included in the Final MND. The Final MND also includes the mitigation, monitoring, and reporting plan (MMRP), which details the measures that will be taken for mitigation.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high quality and reliable water and wastewater services to the customers of the Otay Water District, in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is innovative in providing water services at competitive rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

LC-B/BK:mlc

P:\WORKING\CIP P2083 870-2 Pump Station Replacement\Staff Reports\BD 12-07-16, Staff Report, 870-2 Pump Station Replacement Project MND.docx

Attachments: Exhibit A - Project Location Map
 Attachment A - Committee Action
 Attachment B - Final IS/MND and MMRP



ATTACHMENT A

SUBJECT/PROJECT: P2083-001101	Adoption of a Mitigated Negative Declaration for the 870-2 Pump Station Project
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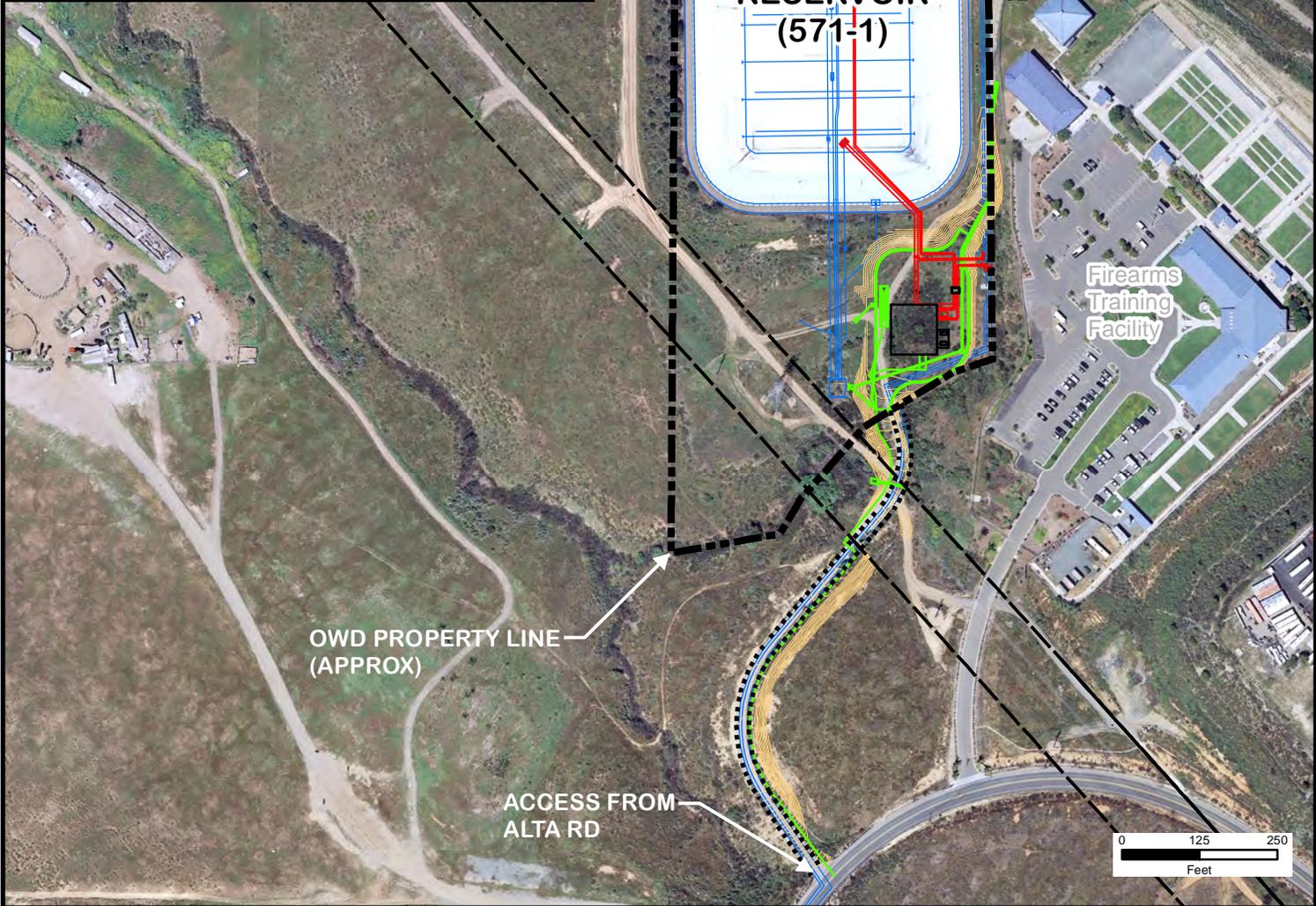
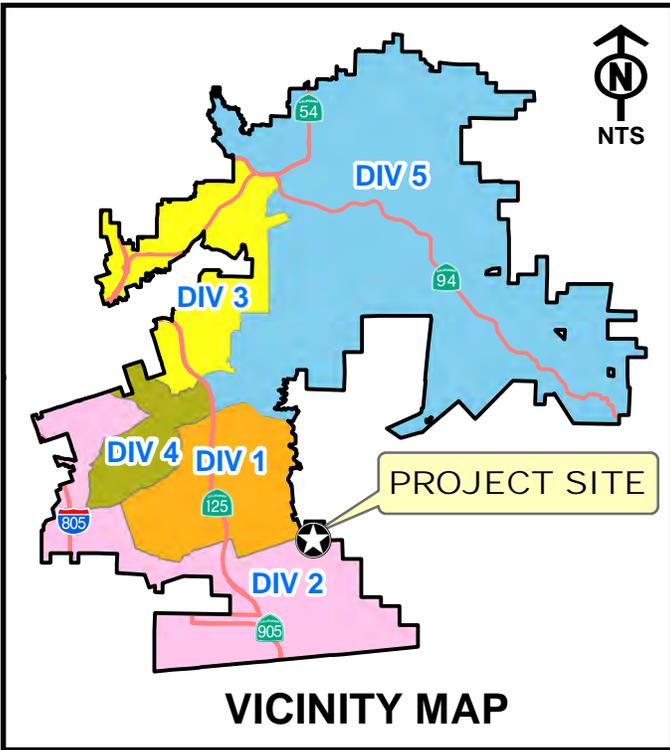
COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on November 21, 2016, and the following comments were made:

- Staff recommended that the Board approve the adoption of a Mitigated Negative Declaration (MND) for the 870-2 Pump Station Project.
- Staff stated that the project described in the MND is the construction of the 870-2 Pump Station, an associated sewer force main, yard piping and access road improvements that would replace the existing Low Head Pump Station (LHPS) (571-1 Pump Station) and High Head Pump Station (HHPS) (870-1 Pump Station) that are located near Roll Reservoir at Otay Mesa. Staff noted that both the LHPS and HHPS have reached the end of their useful lives.
- It was indicated that a future phase of the new pump station will have the capability of conveying the desalinated water supply that could be introduced to the Roll Reservoir if the District's proposed Otay Mesa Conveyance and Disinfection System Project is implemented.
- Staff stated that ICF International was issued a task order under their as-needed environmental services contract with the District, to prepare the initial study and MND for the Project. Staff highlighted that based on the findings of these documents, and with proper mitigation measures taken (as outlined in the final MND), the Project will not have a significant effect on the environment.
- It was noted that the mitigation, monitoring, and reporting plan (MMRP), which details the measures that need to be taken for mitigation, is included in the Final MND. See Attachment B for additional details.

- Staff indicated that during the 30-day notice period for the draft MND, the District received comment letters from the County of San Diego, the San Diego County Archaeological Society, the California Department of Fish and Wildlife, and the Viejas Band of the Kumeyaay; the four (4) letters and the responses to their comments are presented in the Final MND (Attachment B). Staff noted that any changes that were made to the MND in response to the comments can be found as either strike-out or underline edits within the document.
- In response to several questions from the Committee, staff stated that the existing LHPS and HHPS were built in the 1960s and were originally designed for agricultural purposes; both stations have reached the end of their useful lives. Staff indicated that typically, the life expectancy of a pump station is 25 years. The costs for maintenance and repairs (i.e. replace gas supply line, repair and replace the heat exchangers and the large discharge control valves) are increasing as the existing pump stations have significantly exceeded the typical 25-year life expectancy.
- The Committee inquired about the life expectancy for the proposed 870-2 Pump Station. Staff stated that the life expectancy is approximately 30 years and provided the benefits of the proposed 870-2 Pump Station, which are listed on Page 2 of the staff report. The proposed pump station will comply with the ACPD standards and will have the capacity to meet the water supply demand in the 870 zones.
- The Committee inquired about the sewer lift station indicated in the MND. Staff stated that the sewer lift station would allow for the construction of a bathroom and chlorine analyzers.
- The Committee requested that staff confirm if the District's reservoir is or is not considered a wetland area; the National Wetland Inventory Map that was included in the MND indicates that the reservoir is a wetland area. This was discussed with the wetlands biologist at ICF and it was verified that the National Wetland Inventory Map is an aerial interpretation done on a very broad scale to identify where areas of wetlands may be found. Since the reservoir is essentially ponded water, it shows up as a wetland area at the scale of the map. This inventory is not intended to be a true delineation of wetlands and everything on the inventory needs to be field verified. In this case, in the field, the structure is not a wetland area.

Upon completion of the discussion, the Committee accepted staffs' report and supported presentation to the full board as a consent item.



OTAY WATER DISTRICT

870-2 PUMP STATION
LOCATION MAP



CIP P2083

P:\WORKING\CIP_P2083_870-2_Pump_Station_Replacement\Graphics\Exhibits\Figures\Exhibit A_Location Map_October_2016.mxd

EXHIBIT A

**THIS DOCUMENT IS AVAILABLE FOR REVIEW ON THE DISTRICT'S
WEBSITE AS ATTACHMENT 1 TO THE DECEMBER 7, 2016 BOARD MEETING**

FINAL

**INITIAL STUDY/MITIGATED NEGATIVE
DECLARATION FOR THE OTAY WATER
DISTRICT 870-2 PUMP STATION**

PREPARED FOR:

Otay Water District
2554 Sweetwater Springs Boulevard
Spring Valley, California 91978

PREPARED BY:

ICF
525 B Street, Suite 1700
San Diego, California 92101

November 2016



AGENDA ITEM 24d



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016
SUBMITTED BY:	Stephen Beppler Senior Civil Engineer	PROJECT:	S2024- DIV. NO. 5 001102
	Bob Kennedy Engineering Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Authorization to Acquire an Easement at Rancho San Diego Village Shopping Center from Regency Centers for the Campo Road Sewer Replacement		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District Board of Directors (Board) authorize the General Manager to acquire a permanent utility easement at the Rancho San Diego Village Shopping Center from Regency Centers for the Campo Road Sewer Replacement Project in an amount not to exceed \$125,000 (See Exhibit A for location of the easement).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board approval authorizing the General Manager to acquire a permanent utility easement at the Rancho San Diego Village Shopping Center from Regency Centers for the Campo Road Sewer Replacement Project (Project) in an amount not to exceed \$125,000.

ANALYSIS:

The District is in the process of replacing a section of sanitary sewer main known as the Campo Road Sewer, identified in the Wastewater Management Plan as being deficient in capacity. Design

and Permit phases of the Project are complete, with the Project awaiting easement procurements prior to beginning the bidding phase.

A permanent utility easement is required across Assessor Parcel Number 502-150-18 (Rancho San Diego Village), owned by Regency Centers and its subsidiary CA Rancho San Diego Village, LLC (Regency), to construct the replacement sanitary sewer line as designed, which reflect significant road improvements along SR-94 since the original sewer was constructed in 1974. The easement, irregular shaped to conform to the property boundary and existing District easements on the property, is approximately 24 feet in width and 280 feet in length (see Attachment B for full description).

The District, through the project designer Rick Engineering, retained the appraisal services of Colliers International, an independent real estate appraiser, to estimate the "Fair Market Value" of the proposed Permanent Utility Easement acquisition, as that value is defined in Section 1263.320 of the California Code of Civil Procedure. An offer was presented to Regency by letter dated June 1, 2016 (Attachment C) for an amount of \$72,400.

Based upon the appraised value of the property and Regency's disagreements with it, the District's General Counsel and Regency's attorney have determined through negotiation that the amount of \$125,000 constitutes just compensation. A revised offer letter (Attachment D) was then sent to Regency on October 31, 2016 for their written acceptance of the offer.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

The total budget for CIP S2024, as approved in the FY 2017 budget, is \$8,500,000. Total planning and design phase expenditures to date, plus outstanding commitments and forecast, are \$1,382,860.69. See Attachment E Budget Detail. Forecasted bidding, additional easement acquisition, and construction phase costs are approximately \$6,900,000, for a total project expense currently estimated at about \$8,300,000.

Based on a review of the financial budget, the Project Manager anticipates that the budget for CIP S2024 will be sufficient to support the Project.

Finance has determined that, under the current rate model, 50% of the funding will be available from the Betterment Fund and 50% will be available from the Replacement Fund.

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high quality and reliable water and wastewater services to the customers of the Otay Water District, in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is innovative in providing water services at competitive rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

SB/BK/RP:mlc

P:\WORKING\CIP S2024 Campo Road Sewer Replacement\Staff Reports\Regency Easement\BD 12-07-16, Staff Report, Campo Rd Sewer Easement Aquisition - Regency (SB-BK).docx

Attachments: Attachment A - Committee Action
 Attachment B - Easement Description
 Attachment C - Original Offer Letter to Regency
 Attachment D - Revised Offer Letter to Regency
 Attachment E - Budget Detail
 Exhibit A - Location Map



ATTACHMENT A

SUBJECT/PROJECT: S2024-001102	Authorization to Acquire an Easement at Rancho San Diego Village Shopping Center from Regency Centers for the Campo Road Sewer Replacement
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COMMITTEE ACTION:

This item was presented to the Finance, Administration and Communications Committee at a meeting held on November 15, 2016. The following comments were made:

- Staff is requesting that the Board authorize the General Manager to acquire a permanent utility easement at the Rancho San Diego Village Shopping Center from Regency Centers for the Campo Road Sewer Replacement Project in an amount not-to-exceed \$125,000.
- Staff reviewed the information in the staff report.
- Staff noted that the parcel owner, Regency Centers (Regency), through their attorney negotiated with the District's General Counsel a revised just compensation agreement of \$125,000 for the permanent utility easement. The District has sent an offer letter on October 31, 2016 to Regency and the property owner has indicated acceptance of the offer verbally. As of today's Committee meeting, the District has received written confirmation of acceptance of the offer, but have not received the signed documents. The District, though, expects to receive it soon.
- It was discussed that there were issues raised with the comparables the District's appraiser used in the appraisal. The District had it's as-needed appraiser review the appraisal and they also noted some issues with it. The District, however, decided to move forward with the appraisal rather than pay for another appraisal and requested the assistance of General Counsel to negotiate compensation based upon the issues that were identified.
- Staff indicated in response to an inquiry from the Committee that the property owner felt that the appraisal should consider the entire property and the improvements on the property, which yields a higher per square foot value. The District's

appraiser, however, felt the easement is located in an area of the property that cannot be developed and thus, the appraisal did not need to take into account improvements on the full property.

- The Committee indicated because the cost of the easement is such a minimal cost in comparison to the overall total project cost of over \$7 million and the difference between the original offer of \$72,400 and the revised offer of \$125,000 is \$52,600, disputing would be more costly to the District. Thus, the committee supported moving forward with the current offer of \$125,000.
- It was noted that the District has not had to utilize the eminent domain process in the past 10 years for District projects.

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

RECORDING REQUESTED BY
AND AFTER RECORDATION
MAIL TO:

For Recorder's Use

OTAY WATER DISTRICT
2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CA 91978-2004

APN: 502-150-18

Documentary Transfer Tax: None
(Exempt under Rev & Tax Code Section 11922)

**GRANT OF EASEMENT OF RIGHT-OF-WAY TO
OTAY WATER DISTRICT**

For good and valuable consideration, receipt of which is hereby acknowledged, the Undersigned **FW CA Rancho San Diego Village, LLC, Delaware Limit Liability Company** as **Grantor(s)** hereby GRANT(S) to **OTAY WATER DISTRICT**, a municipal water district formed under the Municipal Water District Law of 1911, as amended, situated in the County of San Diego, State of California, as **Grantee**, a permanent easement of right-of-way of variable feet in width for the purpose of laying underground water and sewer pipelines and laterals, trunk lines, collection lines and laterals, sewer manholes and other underground structures appurtenant to said water or sewer lines, including but not limited to pumps, regulators, and valves within said easement, hereinafter referred to as "said facilities," together with the right to construct, operate, maintain, repair and replace said facilities to the extent it does not unreasonably interfere with Grantor's use of said land, and the right of ingress and egress for such purposes. Said easement is described and/or depicted as follows:

(See Exhibit(s) "A" and "B" attached hereto and made a part hereof)

Grantor reserves the right to use said land at Grantor's own risk for any and all purposes not unreasonably conflicting, interfering or inconsistent with Grantee's use of, and access to, said facilities. Grantor waives any right under Civil Code section 845, and any right to compel Grantee to grade, surface or otherwise improve or maintain said easement area as a roadway.

To the extent it will cause damage to or unreasonably threaten the safety of any of said facilities of Grantee placed within the easement, Grantor shall not increase or decrease or permit to be increased or decreased the ground elevations of said easement existing at the time this document is executed, nor construct or permit to be constructed any permanent building, structures, improvements or other encroachment upon said easement.

OWD EASEMENT NO. _____

Grantee may remove from the easement any building, structure, improvement or other encroachments thereon unreasonably conflicting, interfering or inconsistent with its use for the purposes hereby granted. Grantee shall have the right to install its own gates and locks in any fence, barrier or other enclosure which now crosses or may hereafter cross said easement.

Grantee agrees on its own behalf and on behalf of its successors in interest that it will indemnify and hold harmless Grantor for any damages to the property which result from maintenance and repair operations by the Otay Water District of its pipeline within the easement.

Grantor may use said land as a driveway and to the extent of such use may surface or pave the area, subject to the restrictions as to changes in existing ground elevations and indemnifications set forth above.

Grantor may, at Grantor's expense, and subject to Grantee's prior written consent, relocate the above mentioned facilities in the event such conflict with future development of said property, provided that Grantor does not cause discontinuance of service to any area, and provided, further, that Grantee receives, without expenses to Grantee, an easement comparable to this easement for said relocated facilities. Grantee shall never be required to relocate or alter in any way the facilities installed pursuant to this grant of easement, or to bear any cost in connection therewith as a result of changes in the location of any said facilities.

Grantee shall have the right to transfer and assign all or a portion of this easement to its successor in interest, or to any other political subdivision or public utility for use of the above stated purpose.

Date: _____

Grantor(s): _____

Print Name/Corporation/Entity _____

[Each signature of Grantor must be acknowledged in the form attached hereto]

DISTRICT CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Grant of Easement of Right of Way to Otay Water District dated _____, _____ from _____ to OTAY WATER DISTRICT, a municipal water district, is hereby accepted by order of the Board of Directors pursuant to the authority conferred by Resolution No. 1829, adopted on February 23, 1981, and the grantee consents to recordation thereof by its duly authorized officer.

Dated: _____

By: _____

Susan Cruz, District Secretary
Otay Water District

OWD EASEMENT NO. _____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

GRANTOR'S SIGNATURE ACKNOWLEDGEMENT

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

State of California)
) ss
County of _____)

On _____ before me, _____
DATE NAME, TITLE OF OFFICER - E.G., "JANE DOE, NOTARY PUBLIC"

personally appeared

NAME(S) OF SIGNER(S)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) , or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature of Notary Public

(Notary Seal)

EXHIBIT "A"

SEWER EASEMENT

Being a portion of Parcel 7 of Parcel Map No. 9113 in the County of San Diego, State of California, filed in the Office of the County Recorder of San Diego County August 30, 1979 said portion being more particularly described as follows:

Beginning at the southwest corner of said Parcel 7; thence along the South line of said Parcel 7 North 85°49'50" East 6.44 feet to the **TRUE POINT OF BEGINNING**; thence leaving said Southerly line North 04°09'41" West 23.67 feet to the Westerly line of said Parcel 7; thence along said Westerly line North 11°03'16" East 1.51 feet; thence leaving said westerly line North 85°50'19" East 257.57 feet to the southwesterly line of that Sewer Easement Granted to Otay Water District Recorded April 29, 1976 as Document No. 128932; thence along said southwesterly line South 54°13'04" East 48.06 feet; thence leaving said southwesterly line South 86°39'50" West 133.03 feet to a point on the southerly line of said Parcel 7, said point being the beginning of a non-tangent 1530.00 foot radius curve concave Southerly to which a radial line bears North 00°06'44" West; thence along said southerly line Westerly along the arc of said curve through a central angle of 04°03'26" a distance of 108.34 feet; thence continuing along said southerly line South 85°49'50" West 53.55 feet to the **TRUE POINT OF BEGINNING**.

Containing 0.175 acres, more or less.


Patrick A. McMichael, L.S. 6242 *5-20-2016*



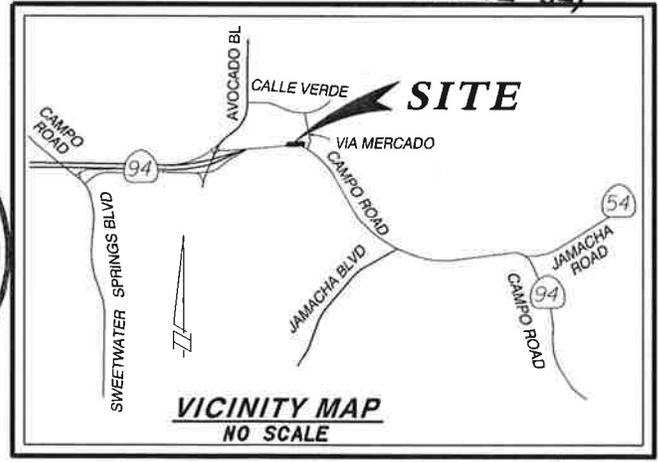
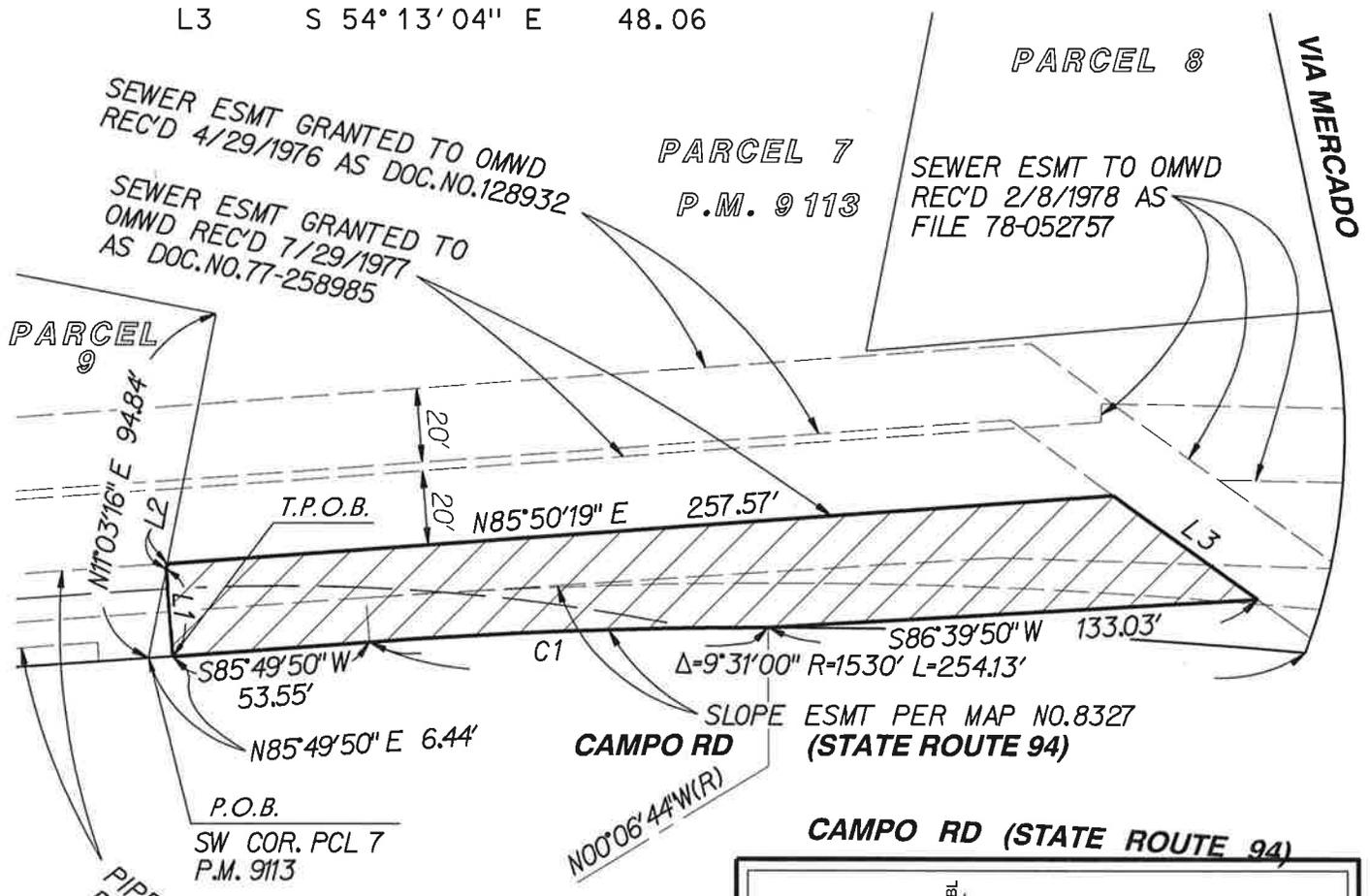
SCALE 1" = 50'

CURVE TABLE

LINE TABLE

NAME	DIRECTION	LENGTH
L1	N 04° 09' 41" W	23.67
L2	N 11° 03' 16" E	1.51
L3	S 54° 13' 04" E	48.06

NAME	DELTA	RADIUS	ARC
C1	4° 03' 26"	1530.00	108.34



 SEWER EASEMENT ACQUIRED, 0.175 ACRES

EXHIBIT 'B'

SEWER EASEMENT

PORTIONS OF PARCEL 7 OF PARCEL MAP NO. 9113
 COUNTY OF SAN DIEGO, STATE OF CALIFORNIA



...Dedicated to Community Service

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

www.otaywater.gov

June 1, 2016

Project No.: S2024-001102

FW CA Rancho San Diego Village, LLC, A Delaware Limited Liability Company
c/o John Mehigan
915 Wilshire Blvd., #2200
Los Angeles, CA 90017

SUBJECT: Permanent Utility Easement - APN # 502-150-18;
Otay Water District - Campo Road Sewer Replacement Project;
Statutory Offer Pursuant to Government Code Section 7267.2(a)

Dear Property Owner:

The Otay Water District (District) is in the process of relocating District Sewer facilities along Campo Road (SR 94) ("Campo Road Sewer Replacement Project"). In connection with the Campo Road Sewer Replacement Project, the District hereby offers to acquire a Permanent Utility Easement across a portion of your real property located at 3681 Avocado Blvd. and identified by Assessor Parcel Number 502-150-18 (the "Real Property"). It is our understanding that you are currently the only owner of record of the Real Property. If you are not the owner of the Real Property, or if anyone else owns any portion of, or interest in, the Real Property, please contact us immediately.

The District wishes to acquire the Permanent Utility Easement amicably, expeditiously, and by negotiation, pending the approval by the Board of Directors ("Board") of the District. To accomplish this, the District is required to (i) establish an amount that the District believes to be "just compensation," (ii) make an offer to the owner(s) of record to acquire the Permanent Utility Easement for the full amount so established, and (iii) provide the owner(s) with a written statement of, and summary of the basis for, the amount established as "just compensation." The District's offer cannot be less than the District's appraisal of the value of the property interest to be acquired, (see California Government Code Section 7267.2(a)).

The District retained the appraisal services of Colliers International, an independent real estate appraiser, to estimate the "Fair Market Value" of the proposed Permanent Utility Easement acquisition, as that value is defined in Section 1263.320 of the California Code of Civil Procedure. The appraiser's Fair Market Value Estimate is shown on the enclosed "Summary of the Basis for the Amount Established as Just Compensation" and "Summary

FW CA Rancho San Diego Village, LLC
Permanent Utility Easement - APN # 502-150-18
June 1, 2016
Page 2 of 3.

of Salient Facts and Conclusions.” Based upon this independent appraisal, the District has determined that the amount of \$72,400.00 constitutes Just Compensation for the proposed purchase of a Permanent Utility Easement which is described and depicted in the enclosed legal description and plat.

If you are agreeable with the above offer, an escrow will be opened by or at the direction of the District. Escrow will facilitate the conveyance of the Permanent Utility Easement to the District free and clear of any and all liens, encumbrances, and options or claims for leasehold interests for a total consideration of \$72,400.00. The acquisition of the Permanent Utility Easement and access rights is subject to District reviewing the escrow Preliminary Title Report, if any, and accepting the conveyance document. The District will pay all eligible incidental expenses associated with the escrow closing, including any recording fees.

Please note that the proceeds related to the purchase of the Permanent Utility Easement may be subject to payment demands for county taxes, assessment liens, federal and state tax liens, creditor judgements, and beneficiaries of trust deeds. Please note further that if a condemnation action is approved and filed, the District may continue to discuss a negotiated purchase based upon the offer set forth herein.

This offer will be deemed revoked, if it has not been accepted before the earlier of (i) the date on which the Board of Directors of the District holds a public hearing on a possible condemnation action, if any, or (ii) within 45 days of the date of this letter.

If the above offer meets with your approval, please sign this letter on Page 3 under the heading “Offer Accepted” and return it to my attention. A duplicate copy of this letter is enclosed for your records. Please review all the enclosed documents prior to making a decision. If you accept our offer, please be ready to execute and deliver the Permanent Utility Easement enclosed with this offer.

If you have any questions regarding the project or the terms of the Permanent Utility Easement acquisition proposal, please contact the District’s Project Manager, Stephen Beppler, P.E., Senior Civil Engineer, at (619) 670-2209 or by e-mail at steve.beppler@otaywater.gov.

Sincerely,
OTAY WATER DISTRICT



Mark Watton
General Manager

MW:jf

FW CA Rancho San Diego Village, LLC
Permanent Utility Easement - APN # 502-150-18
June 1, 2016
Page 3 of 3.

Enclosures:

- Summary of the Basis for the Amount Established as Just Compensation
- Appraisal Summary Statement
- Proposed Permanent Utility Easement with Exhibit A & B – Legal and Plat
- The Public Acquisition Process
- Copy of this Offer Letter

OFFER ACCEPTED: FW CA Rancho San Diego Village, LLC

Dated: _____

By: _____

Signature

Print

**Summary of the Basis for the
Amount Established as Just Compensation**
(Pursuant to Section 1255.010 of the California Code of Civil Procedure)
(Accompanying the offer made pursuant to Government Code Section 7267.2)

The following is a summary of the basis for the amount established as Just Compensation for the Permanent Utility Easement the District desires to acquire on a portion of the Real Property described in the Offer to which this Summary is attached. The appraisal was made in accordance with accepted appraisal principles, consistent with California valuation law. An identification of the parcel, the project for which the Permanent Utility Easement is required, the required property rights, and the valuation analysis which was the basis for the valuation conclusion is as follows:

PROJECT: Otay Water District Campo Road Sewer Replacement Project

ASSESSOR PARCEL NUMBER: 502-150-18

SUBJECT PROPERTY LOCATION: 3681 Avocado Blvd, La Mesa, CA 91941

OWNER OF RECORD: FW CA Rancho San Diego Village, LLC, a Delaware limited liability company
PO BOX 790830, SAN ANTONIO, TX 78279
Telephone: 213-553-2273 (John Mehigan)

INTEREST BEING VALUED: Permanent Utility Easement

AREA AFFECTED: Approximately 7,611 square feet, or 0.175 acres

DATE OF VALUE: February 12, 2016

SUMMARY OF VALUE CONCLUSIONS AND DESCRIPTION OF THE LARGER PARCEL:

Refer to enclosed copy of Appraisal Summary Statement

PROPOSED PROJECT:

The purpose of the Otay Water District Campo Road Sewer Replacement Project is for the District to replace its facilities that are no longer meeting the District's needs. The District anticipates using the Permanent Utility Easement as a means to access the trench for the pipe to be realigned. After the realignment of the pipe is accomplished, the District will return the easement to its condition prior to the access.

DESCRIPTION OF THE PERMANENT UTILITY EASEMENT USE:

The Permanent Utility Easement has an area of approximately 7,611 square feet. The District will construct a 15" sewer within the Easement. Upon completion, the District will return the Easement to its condition prior to the access, and, thereafter, will access the sewer through manholes.

REMAINDER OF PARCEL:

The Permanent Utility Easement is not anticipated to have significant impact on the Real Property.

VALUATION OF THE LARGER PARCEL

Definition of Fair Market Value

Fair Market Value is defined under California law as the highest price on the date of valuation that would be agreed by a seller willing to sell but under no particular or urgent necessity to sell and a buyer being ready, willing and able to buy but under no particular necessity for so doing, each dealing with the other with full knowledge of all the uses and purposes for which the property is reasonably adaptable and available.

Definition of Highest and Best Use

Highest and best use is defined as the reasonably probable use of land that is legally permissible, physically possible, financially feasible, and maximally productive resulting in the highest value. The Highest and Best Use Analysis is used in the appraisal process to identify comparable properties and, where applicable, to determine whether the existing improvements should be retained, renovated, or demolished. The results of the Highest and Best Use Analysis are discussed below.

HIGHEST AND BEST USE

The Highest and Best Use for the Real Property was determined to be industrial building, as zoned.

METHODOLOGY

The Sales Comparison Approach was used to estimate the fair market value of the Real Property and the Permanent Utility Easement.

SALES COMPARISON APPROACH

The following is a summary of the principal sales considered applicable to the valuation of the larger parcel:

SUMMARY OF IMPROVED TRANSACTIONS					
No.	Location	Sale Date	Size in AC	Price	Price/SF
1	5900 Severin Dr., La Mesa	Pending 2/4/2016	0.46	\$400,000	\$19.96
2	1338 E. Main St., El Cajon	8/28/2014	1.31	\$1,020,000	\$17.87
3	714 Grand Ave., Spring Valley	4/3/2015	0.27	\$230,000	\$19.56
4	230 El Cajon, El Cajon	7/21/2015	0.80	\$500,000	\$14.35
5	1164 Coughatta, Spring Valley	10/12/2015	1.42	\$885,000	\$14.31

Broker opinion of value varies from \$15 to \$20 per square foot depending on size and location of the parcel. The property at Avocado Blvd, consisting of 3.42 acres, has an estimated value of \$19 per square foot.

VALUATION OF PERMANENT UTILITY EASEMENT

The compensation for the Permanent Utility Easement which encumbers 7,611 square feet was based on the fee simple interest of the property, and is a percentage of the fee simple value based on the fact that it is shared property with some rights retained by the current property owner. The fee simple value of the land was established at \$19 per square foot. The Permanent Utility Easement takes 50% of the rights to the land. Therefore, the value of the part taken is \$72,305 (\$19.00 per square foot x 50% shared rights x 7,611 square feet).

VALUE OF THE REMAINDER

The District will return the Real Property which is subject to the Permanent Utility Easement to its prior condition following the proposed relocation of the District's facilities. No significant adverse impact is anticipated from the Project. The Permanent Utility Easement will not change the zoning or other land use regulations applicable to the Real Property. Based on the investigation, there are no damages occasioned by the Project to the remainder of the Real Property.

BENEFIT

The proposed sewer line continues to be underground and will be available through manholes for use on the Real Property. There is no market evidence suggesting that the Permanent Utility Easement will be a benefit to the Real Property. Therefore, there are no demonstrable benefits to the Real Property directly resulting from the Project.

**Appraisal Summary Statement
Permanent Utility Easement Acquisition
FW CA Rancho San Diego Village, LLC**

This is a summary of the appraisal prepared by Matthew VanEck MAI to be used by the Otay Water District to comply with Code of Civil Procedure 1263.320 defines “**Fair Market Value**” as the highest price on the date of valuation that would be agreed to by a seller, being willing to sell but under no particular or urgent necessity for so doing, nor obligated to sell, and a buyer, being ready, willing, and able to buy but under no particular necessity for so doing, each dealing with the other with full knowledge of all the uses and purposes for which the property is reasonably adaptable and available. The fair market value of property taken for which there is no relevant, comparable market is its value on the date of valuation as determined by any method of valuation that is just and equitable.

The fair market value of the property taken shall not include any increase or decrease in the value of the property that is attributable to the following: (a) The project for which the property is taken; (b) The eminent domain proceeding in which the property is taken; (c) Any preliminary actions of the plaintiff relating to the taking of the property. (California Code of Civil Procedure section 1263.330).

In arriving at an opinion of value of the land and improvements, the independent appraiser considered highest and best use of the property, its size, location, zoning, and other factors affecting fair market value.

“**Highest and Best Use**” is defined as the reasonably probable and legal use of vacant land or an improved property, that is physically possible, appropriately supported, and financially feasible, and that results in the highest value.

Property Identification

	Location 3681 Avocado Blvd, La Mesa Ca 94941 (APN 502-150-18)
Property Rights Appraised	Permanent Utility Easement
Site Size	148,975 square feet
Shape	Irregular
Improvements	The Subject property
Ownership	FW CA Rancho San Diego Village, LLC
Zoning	C-36
Highest and Best Use	Existing Retail Use

Date of Value	February 12, 2016
Dates of Inspection	February 12, 2016
Date of Report	May 11, 2016
Sales Comparison Approach	\$19.00 per square foot x 148,975 square feet = \$2,830,525
Income Approach	N/A
Cost Approach	N/A
Just Compensation	\$19.00 per square foot x 50% shared rights x 7,611 square feet = \$72,305

The above is a summary of Matthew VanEck MAI appraisal, which was made in accordance with accepted appraisal principles, consistent with California Valuation Law.



Mike Harris



...Dedicated to Community Service

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

October 31, 2016

Project No.: S2024-001102

FW CA Rancho San Diego Village, LLC, A Delaware Limited Liability Company
c/o K. Erik Friess
Allen Matkins Leck Gamble Mallory & Natsis LLP
1900 Main Street, 5th Floor
Irvine, CA 92614-7321

SUBJECT: Permanent Utility Easement - APN # 502-150-18;
Otay Water District - Campo Road Sewer Replacement Project;
Statutory Offer Pursuant to Government Code Section 7267.2(a)

Dear Property Owner:

The Otay Water District (District) hereby presents a revised statutory offer to acquire a Permanent Utility Easement across a portion of your real property located at 3681 Avocado Blvd. and identified by Assessor Parcel Number 502-150-18 (the "Real Property") upon which the District initially offered in a letter dated June 1, 2016. The easement is related to the District's relocation of sanitary sewer facilities along Campo Road (SR 94) ("Campo Road Sewer Replacement Project").

Based upon negotiations between the District's legal counsel and your legal representative, Mr. K. Erik Friess, and considering the appraised value and your disagreements with it, an amount of \$125,000.00 has been deemed as Just Compensation for the proposed purchase of the Permanent Utility Easement, which is described and depicted in the enclosed legal description and plat. The description has been revised from the original version provided in the June 1, 2016 offer to reflect agreed upon changes.

Upon acceptance of this offer, an escrow will be opened by or at the direction of the District. Escrow will facilitate the conveyance of the Permanent Utility Easement to the District free and clear of any and all liens, encumbrances, and options or claims for leasehold interests for a total consideration of \$125,000.00. The acquisition of the Permanent Utility Easement and access rights is subject to District reviewing the escrow Preliminary Title Report, if any, and accepting the conveyance document. The District will pay all eligible incidental expenses associated with the escrow closing, including any recording fees.

FW CA Rancho San Diego Village, LLC, A Delaware Limited Liability Company
c/o K. Erik Friess
Permanent Utility Easement - APN # 502-150-18
October 31, 2016
Page 2 of 2.

Please note that the proceeds related to the purchase of the Permanent Utility Easement may be subject to payment demands for county taxes, assessment liens, federal and state tax liens, creditor judgements, and beneficiaries of trust deeds.

This offer will be deemed revoked, if it has not been accepted before the earlier of (i) the date on which the Board of Directors of the District holds a public hearing on a possible condemnation action, if any, or (ii) within 30 days of the date of this letter.

Please sign this letter below under the heading "Offer Accepted" and return it to my attention at your earliest convenience. A duplicate copy of this letter is enclosed for your records. Please also be prepared to execute and deliver the Permanent Utility Easement enclosed with this offer.

Sincerely,
OTAY WATER DISTRICT



Mark Watton
General Manager

MW:mlc

Enclosures: Proposed Permanent Utility Easement with Exhibit A & B – Legal and Plat
Copy of this Offer Letter

OFFER ACCEPTED: FW CA Rancho San Diego Village, LLC

Dated: _____

By: _____

Signature

Print



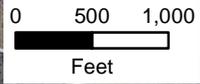
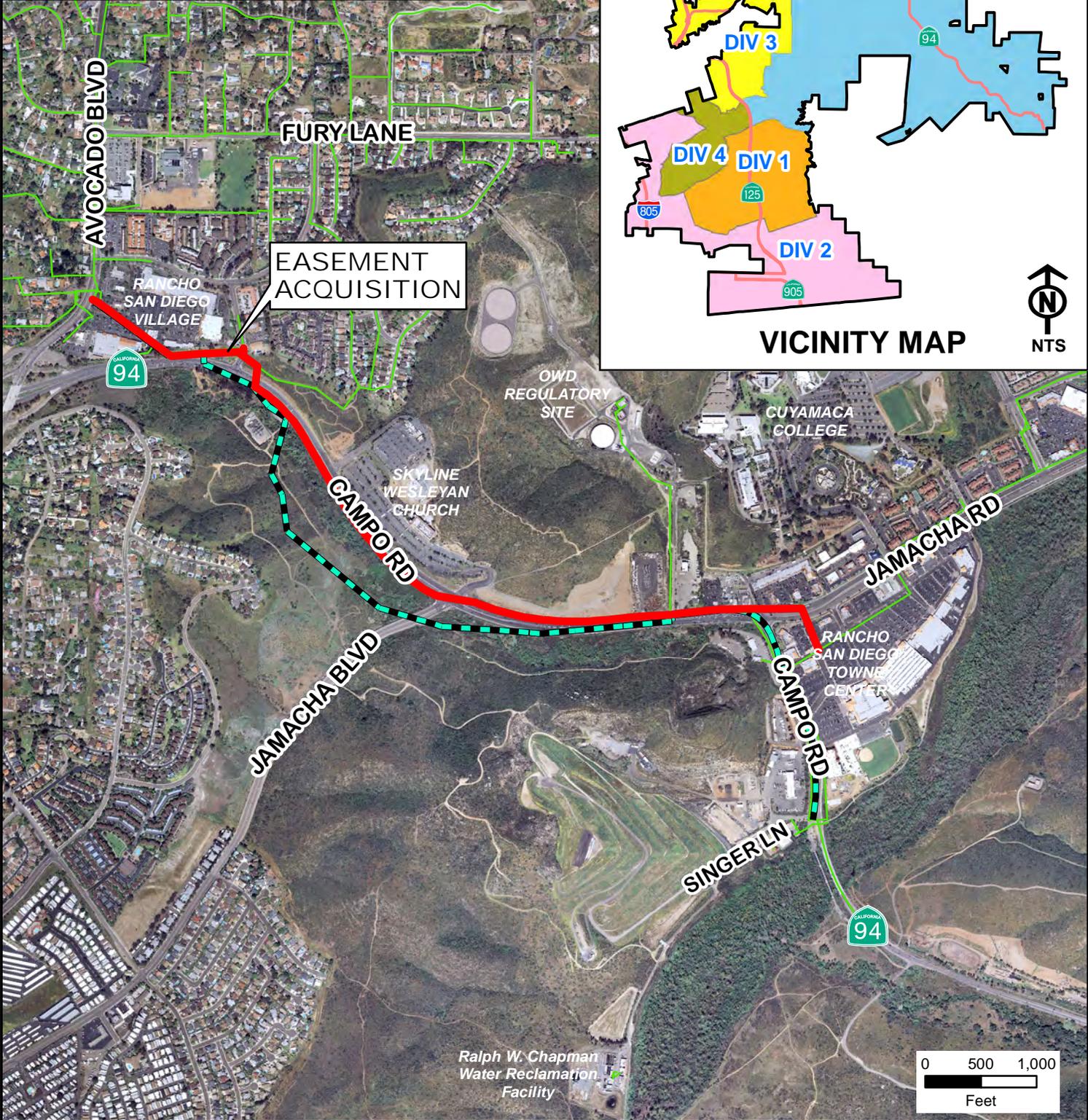
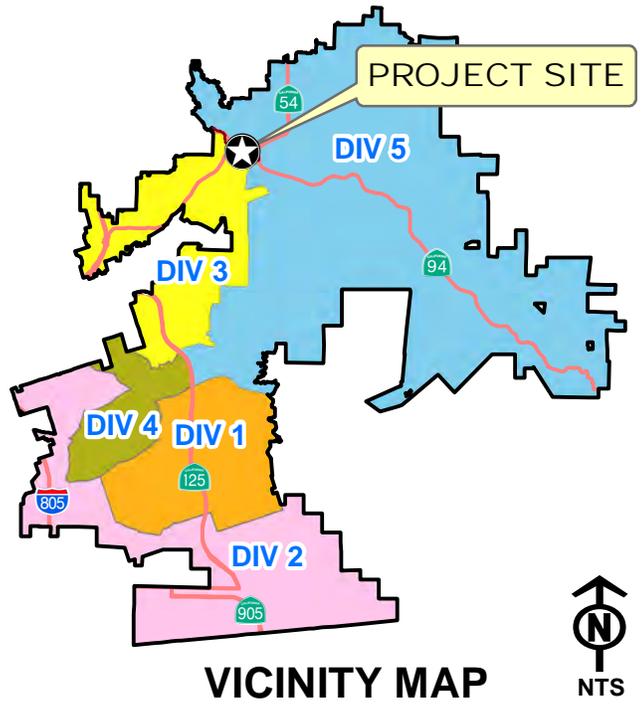
ATTACHMENT E – Budget Detail

SUBJECT/PROJECT:	Authorization to Acquire an Easement at Rancho San Diego Village Shopping Center from Regency Centers for the Campo Road Sewer Replacement
S2024-001102	

Project Budget Detail						
S2024-Campo Road Sewer Main Replacement						
Level	Title1	Committed	Expenditures	Outstanding Commitment	Projected Final Cost	Vendor
Planning	Consultant Contracts	\$20,020.00	\$20,020.00	\$0.00	\$20,020.00	AEGIS ENGINEERING MGMT INC
	Regulatory Agency Fees	\$132.00	\$132.00	\$0.00	\$132.00	US BANK
		\$2,260.00	\$2,260.00	\$0.00	\$2,260.00	COUNTY OF SAN DIEGO
	Service Contracts	\$161.70	\$161.70	\$0.00	\$161.70	SAN DIEGO DAILY TRANSCRIPT
		\$42.50	\$42.50	\$0.00	\$42.50	EAST COUNTY GAZETTE
	Standard Salaries	\$138,106.13	\$138,106.13	\$0.00	\$138,106.13	
Total	\$160,722.33	\$160,722.33	\$0.00	\$160,722.33		
Design	Consultant Contracts	\$9,315.00	\$9,315.00	\$0.00	\$9,315.00	WATER SYSTEMS CONSULTING INC
		\$763,244.35	\$687,231.45	\$76,012.90	\$763,244.35	RICK ENGINEERING COMPANY
		\$3,500.00	\$3,500.00	\$0.00	\$3,500.00	MICHAEL D KEAGY REAL ESTATE
		\$3,507.75	\$3,507.75	\$0.00	\$3,507.75	NINYO & MOORE GEOTECHNICAL
	Professional Legal Fees	\$182.32	\$182.32	\$0.00	\$182.32	STUTZ ARTIANO SHINOFF
		\$1,910.00	\$1,910.00	\$0.00	\$1,910.00	ARTIANO SHINOFF
	Regulatory Agency Fees	\$956.00	\$956.00	\$0.00	\$956.00	COUNTY OF SAN DIEGO
	Service Contracts	\$158.20	\$158.20	\$0.00	\$158.20	SAN DIEGO DAILY TRANSCRIPT
	Easement Acquisition	\$125,000.00	\$0.00	\$125,000.00	\$125,000.00	REGENCY CENTERS
	Standard Salaries	\$241,409.46	\$241,409.46	\$0.00	\$241,409.46	
	Total	\$1,149,183.08	\$948,170.18	\$201,012.90	\$1,149,183.08	
Construction	Consultant Contracts	\$42,460.65	\$0.00	\$42,460.65	\$42,460.65	RICK ENGINEERING COMPANY
		\$12,258.00	\$12,258.00	\$0.00	\$12,258.00	NINYO & MOORE GEOTECHNICAL
		\$17,400.00	\$17,400.00	\$0.00	\$17,400.00	ALYSON CONSULTING
	Standard Salaries	\$836.63	\$836.63	\$0.00	\$836.63	
	Total	\$72,955.28	\$30,494.63	\$42,460.65	\$72,955.28	
Budget	\$8,500,000.00					
Total		\$1,382,860.69	\$1,139,387.14	\$243,473.55	\$1,382,860.69	

Legend

-  Proposed 15-Inch Sewer Main Alignment
-  Existing 10-inch Gravity Sewer to be Replaced
-  Existing Sewer Mains



OTAY WATER DISTRICT

CAMPO ROAD SEWER MAIN REPLACEMENT LOCATION MAP



P:\WORKING\CIP_S2024_Campo_Road_Sewer_Replacement\Graphics\Exhibits\Figures\Exhibit A_Location Map, RSD Village, Oct 2016.mxd

AGENDA ITEM 24e



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016
SUBMITTED BY:	<input checked="" type="checkbox"/> Jose Martinez, Asst. Chief of Water Operations <input checked="" type="checkbox"/> Pedro Porras, Chief Water Operations	PROJECT:	DIV. NO. All
APPROVED BY:	<input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Approval to Purchase two (2) Replacement Portable Emergency Gensets		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to issue a purchase order to Volvo Construction Equipment in the amount not to exceed \$269,764 for the purchase of two (2) replacement portable emergency gensets.

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

To obtain Board authorization to purchase two (2) replacement portable emergency gensets.

ANALYSIS:

Included in the approved FY 2017 budget, as Item 2 under Capital Purchases, are two (2) replacement portable emergency gensets. The two gensets are a replacement for existing gensets, Unit No. 736 and Unit No. 2143.

The existing gensets were manufactured in 1977 (Unit No. 736) and 1986 (Unit No. 2143) and will be 40 and 31 years old, respectively,

at the time of replacement. These gensets are currently classified as TIER 0 generator emission levels which indicate they were permitted prior to the State mandated emission limits on portable gensets. In order to comply with State regulatory mandates the gensets must be removed from service and replaced with gensets that are certified to the current emissions levels of the State of California. The new portable gensets will be mounted on trailers with enclosures similar to the existing gensets. The two new gensets will be in compliance with the State TIER 4 emission standards.

The specified replacement portable emergency gensets are designed to operate as a backup power source for the District's various critical facilities, including but not limited to: pump stations, hydro pneumatic stations, lift stations and the emergency operations center (EOC).

The replacement gensets support the District's Strategic Performance Objectives 1.1.2.3 and 4.1.1.9 and Measure 5.3.519 associated with emergency preparedness. As a reminder, Performance Measure 5.3.519 (Emergency Facility Power Testing) is a readiness indicator of the District's facilities to perform as intended in the event of an emergency.

Currently, Operations staff conducts annual testing of the District's emergency gensets, which include but are not limited to the following:

- Simulation of an actual loss of utility power
- Observation of proper start up, operation and shutdown of the generator and associated Automatic Transfer Switch (ATS)
- Ability to monitor and operate the facility locally and remotely via the District's SCADA system
- Use of a "Load Bank" which places actual power demands on the gensets to evaluate their performance (temperature, pressure, power output, etc.) when operating near rated capacities
- Additionally, exercising engines near their capacities is also part of the recommended maintenance for the gensets

This testing is part of the ongoing efforts performed by staff to help ensure the District's ability to supply water in the event of an emergency.

Based on system operation evaluations of workflow by the water systems supervision and management, it is recommended that two (2) new portable emergency gensets be purchased and the two older gensets be declared surplus.

In accordance with District policy, bids were solicited for the portable gensets. Three (3) bids were received. Prices received include all applicable fees, taxes, delivery, testing and training.

Dealer	Bid Price
Volvo Construction Equipment	\$269,764
Cummins Pacific	\$277,796
Hawthorne Power Systems	\$300,092

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

Projected purchase budget for the two (2) portable gensets is \$300,000 based on preliminary research. The purchase of the gensets will cost \$269,764, which will be charged against the APCD Retrofits and Replacements CIP P2366. The total cost in this account will not exceed budgeted funding.

Based on staff's evaluation, the CIP P2366 budget is sufficient to complete this purchase. Total budget for FY17 is \$820,000, of which \$520,000 has been previously allocated and staff is now requesting to use the remaining \$300,000.

The Finance Department has determined that 100% of the funds are available in the replacement fund.

Expenditure Summary:

CIP 2366 FY17 APCD Retrofits and Replacements Budget:	\$820,000
Equipment Purchased: Two (2) portable pumps	\$326,160.00
Proposed Replacement: Two (2) portable gensets	\$269,764.00
Total, Projected Expenditures of Equipment Replacements FY17, CIP P2366 Budget:	\$224,076

STRATEGIC GOAL:

Operate the system to meet demand twenty-four hours a day, seven days a week.

LEGAL IMPACT:

None.

General Manager

Attachment A, Committee Action



ATTACHMENT A

SUBJECT/PROJECT:	Approval to Purchase two (2) Replacement Portable Emergency Gensets
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COMMITTEE ACTION:

This item was presented to the Finance, Administration and Communications Committee at a meeting held on November 15, 2016. The following comments were made:

- Staff is requesting that the Board authorize the General Manager to issue a purchase order to Volvo Construction Equipment in the amount not to exceed \$269,764 for the purchase of two (2) replacement portable emergency gensets.
- Staff reviewed the information in the staff report.
- Staff noted that within the District's Strategic Plan there is an objective, Emergency Facility Power Testing Measure, which sets a goal that staff test all 30 of the District's generators. Staff simulates, once a year, an actual emergency power outage and tests to assure that all 30 generators switch on when there is a power outage. The generators are also load tested to see how they run under a strenuous load over a long period. These load tests provides for preventative maintenance and running the engines at 80 to 100% of their maximum level is good for the engines. Lastly, staff tests that the generators automatically recognize that power has been restored, transfers the facility back onto utility power, and then shut down.
- It was indicated that the portable generators would provide additional back up power for these critical facilities, which includes pump, hydromatic, and sewer lift stations and the Emergency Operating Center, with the exception of the 980-2 pump station which already has additional back up designed within the distribution system.
- It was discussed that generators are very important to the District's emergency operations as was recognized during the widespread electricity outage from Arizona to Southern California in 2011. It was indicated the District was able to continue operations and water services throughout the outage as the back

up generators kept the District's facilities operating. There were water agencies that were not able to keep operations going as they did not have sufficient back up electrical power to keep their reservoirs full.

- In response to an inquiry from the Committee, staff indicated that the District contacted the Air Pollution Control District (APCD) regarding the District's plan to purchase new gensets as staff wanted to assure they would be in compliance with some proposed changes to existing regulations. The APCD indicated that the new gensets would be fine and that they would allow the District to continue to operate its existing portable generators until the District purchased the new gensets.
- Staff indicated, in response to another inquiry from the Committee, that they were confident that the two (2) back up portable gensets would be sufficient for the District's emergency services needs.
- It was discussed the old gensets would be surplus and the District will, as it has in the past, notify Mexico's water agency of the availability of the District's surplus gensets.

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

AGENDA ITEM 24f



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016
		PROJECT:	Various DIV. NO. ALL
SUBMITTED BY:	Kent Payne Purchasing and Facilities Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Adolfo Segura, Chief, Administrative & IT Services <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	AUTHORIZE A TWO-YEAR FIXED AGREEMENT, PLUS THREE (3) ONE-YEAR OPTIONS, WITH T&T JANITORIAL, INC., FOR JANITORIAL SERVICES AT A NOT-TO-EXCEED TOTAL AMOUNT OF \$286,800		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize a two-year fixed agreement, plus three (3) one-year options, with T&T Janitorial, Inc. of San Diego, CA (T&T), for janitorial services at the Administration, Operations, Warehouse and Treatment Plant buildings, plus five remote facility restrooms at a not-to-exceed total amount of \$286,800. Monthly and annual fees, which represent an 11% reduction from the current contract, are as follows:

Calendar Year	Monthly Fee	Annual Fee
Current Contract	\$5,370.00	\$64,440
T&T Janitorial, Inc.		
2017	\$4,780.00	\$57,360
2018	\$4,780.00	\$57,360
2019 - Option 1	\$4,780.00	\$57,360
2020 - Option 2	\$4,780.00	\$57,360
2021 - Option 3	\$4,780.00	\$57,360
Contract Total		\$286,800

COMMITTEE ACTION:

See "Attachment A".

PURPOSE:

To obtain authorization for the General Manager to enter into a two-year fixed agreement, plus three (3) one-year options, with T&T for janitorial services at a not-to-exceed total amount of \$286,800.

ANALYSIS:

The District utilizes a multi-year contract for janitorial services at its main facilities and five remote sites. A scope of work matrix is provided ("Attachment B").

Staff issued a Request-for-Quotation through its online solicitation portal, BidSync. Forty-three (43) firms and organizations viewed the solicitation; fourteen (14) downloaded the bid packet; and, eleven (11) firms attended a mandatory pre-proposal meeting and site walk held at the main campus and Treatment Plant.

The District received nine (9) quotes; one of which was non-responsive and four exceeded the maximum acceptable fee and were not evaluated. The remaining four (4) were evaluated by a review panel and scored on firm qualifications, personnel experience, completeness of the submittal, proposed method to perform the work, proposed hours per year, and proposed monthly fee for each year of the contract ("Attachment C").

Firm	Five-Year Fee	Total Score
Prizm Janitorial Service , Inc.	\$236,166	311
T&T Janitorial, Inc.	\$286,600	344
Merchants Building Maintenance	\$351,568	226
Priority Building Services, LLC*	\$389,892	231

*Incumbent contract holder for Admin, Operations and Warehouse buildings.

T&T's proposal received the highest score and was determined to be the best value for the required scope of work. Staff checked their references which includes the County of San Diego, the City of Coronado, and Southwest Fisheries Science Center - NOAA. All rated T&T as excellent in both job performance and customer service. An internet search revealed no negative ratings or complaints. T&T is a locally owned certified disadvantaged business enterprise incorporated in 2003, with approximately 50 full and part-time employees.

FISCAL IMPACT:

Joe Beachem, Chief Financial Officer

The annual janitorial services operating budget is \$63,000, which is sufficient to cover the yearly cost of the contract.

STRATEGIC GOAL:

Supports the Districts Strategy: Ensure financial health through formalized policies, prudent investing, and efficient operations.

LEGAL IMPACT:

None.

ATTACHMENTS:

- Attachment A - Committee Action Report
- Attachment B - Scope of Work Matrix
- Attachment C - Scoresheet



ATTACHMENT A

SUBJECT/PROJECT:	AUTHORIZE A TWO-YEAR FIXED AGREEMENT, PLUS THREE (3) ONE-YEAR OPTIONS, WITH T&T JANITORIAL, INC., FOR JANITORIAL SERVICES AT A NOT-TO-EXCEED TOTAL AMOUNT OF \$286,800
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COMMITTEE ACTION:

This item was presented to the Finance, Administration and Communications Committee at a meeting held on November 15, 2016. The following comments were made:

- Staff is requesting that the Board authorize a two-year fixed agreement, plus three (3) one-year options, with T&T Janitorial, Inc. (T&T) for janitorial services for District facilities in an amount not-to-exceed \$286,800.
- Staff reviewed the information in the staff report.
- It was indicated that the District contracts out janitorial services and in 2011, the District issued multi-year agreements to two companies, Priority Building Services and Jani-King of California, for specific locations within the District. Priority received the contract for the Administration, Operations and Warehouse facilities while Jani-King received the contract for the Treatment Plant and all remote facilities that have restrooms. These contracts expire this year.
- Staff indicated that while Prizm Janitorial offered the lowest overall cost, the panel was not confident that they would be able to perform the required services due in part to an insufficient number of proposed hours.
- In response to an inquiry from the Committee, staff indicated that Prizm Janitorial Services, Inc. (Prizm) offered 173 hours of services while T&T offered a little over 300 hours of services. Staff noted that each firm has its own calculation of the length of time it would take to complete each task in the scope of work and let the contractor decide on the time component for each task.

- The current contractors have provided janitorial services for five (5) years and the new proposed contract would cost 11% less than the current contractors. It was noted that the current contractors had escalator clauses in their contracts. They are also franchises and have a higher overhead cost.
- The proposed contract with T&T has a fixed price for five (5) years and already includes minimum wage increases.
- It was indicated that T&T is locked into the first two (2) years of the contract, while the District has the option to terminate (with or without cause) with 60 days notice. Renewal is automatic unless either party provides 60 days prior notice.

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



ATTACHMENT B

SUBJECT/PROJECT:	AUTHORIZE A TWO-YEAR FIXED AGREEMENT, PLUS THREE (3) ONE-YEAR OPTIONS, WITH T&T JANITORIAL, INC., FOR JANITORIAL SERVICES AT A NOT-TO-EXCEED TOTAL AMOUNT OF \$286,800
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SCOPE OF WORK MATRIX*

#	Task Description	Administration Operations				Central Warehouse				Treatment Plant			
		D	W	M	Q	D	W	M	Q	D	W	M	Q
Common Areas, Meeting Rooms, Offices & Cubicles													
1	Empty all waste containers; clean containers as necessary; replace liners as necessary; and place trash in dumpsters. (Liners to be supplied by owner.)	X				X				X			
2	Remove smudges from doors, doorframes & elevator doors.	X				X				X			
3	Spot-clean partition glass and door glass.	X				X				X			
4	Clean, disinfect and polish drinking fountains.	X											
5	Disinfect door handles.	X				X				X			
6	Return furniture to neat and orderly position.	X				X				X			
7	Dust & wipe clean meeting room conference tables.	X											
8	Sweep non-carpeted traffic patterns including hallways, aisles & copy stations.	X				X				X			
9	Sweep debris from exterior of main entrance doors.	X											
10	Vacuum all carpet traffic patterns including primary hallways, aisles & copy stations.	X											
11	Mop and disinfect all non-carpeted floors, including main stairwell in Administration Building. For Warehouse location, delivery area only.		X				X			X			
12	Empty all paper recycling containers and place paper in central recycling bins.		X				X				X		
13	Dust, and wipe clean with a treated cloth all desktops (do not disturb tenant papers), meeting room furniture, file cabinets, bookcases, shelves, counters, and fixtures.		X				X				X		
14	Spot-clean all wall switches and door facings.		X				X				X		
15	Dust baseboards, ledges, and window sills.		X				X				X		
16	Remove cobwebs from ceiling corners.		X				X				X		
17	Vacuum all carpeted floors including offices, workstations, meeting rooms, training room and board room.		X										
18	Dust picture frames.			X				X				X	

D – Daily; W – Weekly; M – Monthly; Q – Quarterly

#	Task Description	Administration Operations				Central Warehouse				Treatment Plant			
		D	W	M	Q	D	W	M	Q	D	W	M	Q
19	Brush down or vacuum wall-ceiling vents.			X				X				X	
20	Detail vacuum all carpeted areas.				X				X				X
21	Remove spillage spots from carpets.				X				X				X
22	Dust high-reach areas including partition tops, door tops, and air conditioning vents.				X				X				X
23	Clean and polish executive office furniture.				X				X				X
24	Brush or vacuum upholstered furniture.				X				X				X
25	Wipe down plastic and leather furniture.				X				X				X
26	Vacuum chairs.				X				X				X
27	Spot-clean painted partitions and painted walls.				X				X				X
Kitchen, Kitchenettes & Break Room/Lunch Room													
1	Empty all waste containers, clean containers as necessary, replace liners, and place trash in dumpsters. (Liners to be supplied by owner.)	X				X				X			
3	Clean and disinfect kitchen, kitchenettes, and lunchroom & break rooms including sinks,	X				X				X			
4	Clean inside of microwaves.	X				X				X			
5	Clean & wipe down exterior surfaces of coffee machines.	X				X				X			
6	Sweep floors.	X								X			
7	Mop and disinfect floors.		X								X		
8	Clean & disinfect exterior surfaces of kitchen appliances including microwaves, coffee machines, toaster ovens, stove/oven, refrigerators, and vending machines.		X				X				X		
9	Clean lunchroom furniture.		X										
10	Spot-clean all wall switches and door facings.		X								X		
11	Dust baseboards, ledges, and window sills where applicable.		X								X		
12	Remove cobwebs from ceiling corners where applicable.		X				X				X		
Restrooms													
1	Empty all waste containers, clean containers as necessary, replace liners, and place trash in dumpsters. (Liners to be supplied by owner.)	X				X				X			
2	Empty sanitary napkin containers and replace insert.	X				X				X			
3	Polish all metal and clean mirrors.	X				X				X			
4	Clean and disinfect all dispensers.	X				X				X			
5	Clean and disinfect washbasins, toilet bowls and urinals.	X				X				X			
6	Disinfect underside and tops of toilet seats.	X				X				X			
7	Refill soap, towel, tissue containers, and seat cover dispensers.	X				X				X			
8	Mop & disinfect floors.	X				X				X			
9	Brush down vents.		X				X				X		
10	Wash down ceramic tile walls and toilet compartment partitions.		X				X				X		
11	Pour clean water down floor drains to prevent sewer gases.		X				X				X		
12	Replace urinal screens.			X				X				X	

D – Daily; W – Weekly; M – Monthly; Q – Quarterly

#	Task Description	Regulatory Site		Central Area Pump Station		30MG Reservoir		944-1 Reservoir-1296 Pump Station		Buena Vista Pump Station		450/680 Recycled Pump Station	
		2W	W	2W	W	2W	W	2W	W	2W	W	2W	W
Restrooms													
1	Empty all waste containers, clean containers as necessary, replace liners, and place trash in dumpsters. (Liners to be supplied by owner.)	X		X		X		X		X		X	
2	Empty sanitary napkin containers and replace insert.	X		X		X		X		X		X	
3	Polish all metal and clean mirrors.	X		X		X		X		X		X	
4	Clean and disinfect all dispensers.	X		X		X		X		X		X	
5	Clean and disinfect washbasins, toilet bowls	X		X		X		X		X		X	
6	Disinfect underside and tops of toilet seats.	X		X		X		X		X		X	
7	Refill soap, towel, tissue containers, and seat cover dispensers.	X		X		X		X		X		X	
8	Mop & disinfect floors.	X		X		X		X		X		X	
9	Brush down vents.		X		X		X		X		X		X
10	Wash down ceramic tile walls and toilet compartment partitions.		X		X		X		X		X		X
11	Pour clean water down floor drains to prevent sewer gases.		X		X		X		X		X		X

2W - Twice-Weekly; W - Weekly

*Duties may be modified from time-to-time as circumstances require.



ATTACHMENT C

SUBJECT/PROJECT:	AUTHORIZE A TWO-YEAR FIXED AGREEMENT, PLUS THREE (3) ONE-YEAR OPTIONS, WITH T&T JANITORIAL, INC., FOR JANITORIAL SERVICES AT A NOT-TO-EXCEED TOTAL AMOUNT OF \$286,800
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SCORESHEET

		Qualification Experience of the Firm	Qualification Experience of Assigned Personnel	Completeness, Addressed Requested Information	Proposed Method to Accomplish Work	Hours Proposed	Proposed Monthly Fee	Total Score	References
SCORE		20	10	10	15	20	25	100	
Prizm Janitorial Services, Inc.	A Carey	20	10	10	15	6	25	86	
	S Chen	14	8	7	8			68	
	K Payne	18	9	10	14			81	
	F Conchas	17	8	9	12			77	
T&T Janitorial, Inc.	A Carey	20	10	10	15	17	20	92	Excellent
	S Chen	16	8	7	11			79	
	K Payne	19	10	10	14			90	
	F Conchas	16	8	9	14			84	
Merchants Building Maintenance	A Carey	18	7	6	2	6	10	49	
	S Chen	16	7	7	8			54	
	K Payne	18	9	7	10			60	
	F Conchas	18	9	9	13			65	
* Priority Building Services, LLC.	A Carey	20	6	5	6	15	1	53	
	S Chen	18	8	9	12			63	
	K Payne	14	7	7	9			53	
	F Conchas	18	8	8	12			62	

*Incumbent

AGENDA ITEM 25a



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016
		PROJECT:	Various DIV.NO. ALL
SUBMITTED BY:	Tenille Otero Communications Officer		
APPROVED BY:	<input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Amendment to Extend the Joint Powers Agency Water Conservation Garden Operation Agreement		

GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors approve the first amendment to the Joint Powers Agency (JPA) Water Conservation Garden Operation Agreement (Operation Agreement) [Attachment B], extending the expiration date an additional six months from December 31, 2016 to June 30, 2017.

COMMITTEE ACTION:

See Attachment A.

PURPOSE:

To request that the board consider extending the Operation Agreement to allow sufficient time for the Water Conservation Garden Joint Powers Agency (JPA) to thoroughly review and evaluate the Operation Agreement and develop a new agreement that is strategically beneficial for JPA members who provide funding to operate the Garden.

ANALYSIS:

Members of the JPA funded the construction of the Garden and continue to fund a majority of its operational costs. The original Operation Agreement, dated October 13, 2010, expires on December 31, 2016. The JPA expected to have a revised Operation Agreement completed prior to

the expiration date. However, the JPA members determined that since a revised agreement would need to be approved by each of the individual member agencies' boards, the deadline of December 31 could not be met. The JPA members also agreed that they need adequate time to carefully consider the revisions.

In addition, the Funding Agreement is due to expire in June 2017, whereas the Operation Agreement is on a calendar year. Members of the JPA and Friends of the Garden (Friends) Board have concurred that the two agreements' schedules should be aligned since the funding of the Garden is so closely tied to the Operational Plan.

Two District board members, Mark Robak as the District representative and Mitch Thompson as the alternate, support the District on the JPA committee. At the committee's November 9, 2016 meeting, all members voted to extend the Operation Agreement an additional six months, from December 31, 2016 to June 30, 2017. Extending the agreement will provide the committee sufficient time to thoroughly review and revise the Operation Agreement. This will allow members of the JPA to evaluate their participation in funding and/or operating the Garden so it continues to provide valuable water conservation programs and utilize the facilities constructed at the Garden as intended by its founders.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

Supports the objective in the District's Strategic Plan to evaluate and enhance the District's water conservation programs and services.

LEGAL IMPACT:

None.

Attachments: Attachment A - Committee Action
Attachment B - First Amendment to Water Conservation Garden Operation Agreement



ATTACHMENT A

SUBJECT/PROJECT:	Amendment to Extend the Joint Powers Agency Water Conservation Garden Operation Agreement
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COMMITTEE ACTION:

This item was presented to the Finance, Administration and Communications Committee at a meeting held on November 15, 2016. The following comments were made:

- Staff is requesting that the Board consider extending the Water Conservation Garden Operation Agreement to allow sufficient time for the Water Conservation Garden Joint Powers Agency (JPA) to thoroughly review and evaluate the agreement and develop a new agreement that is strategically beneficial for the JPA members who provide funding to operate the Water Conservation Garden (Garden).
- Staff presented the information to the committee in the staff report.
- The committee noted that the original operating agreement was developed when the Garden was initially implemented. In previous JPA meetings, the JPA members were concerned that the existing agreement does not adequately represent the relationship between the Friends of the Garden (Friends) and the JPA, nor the roles or functions of each of the groups. The JPA members asked that the Friends develop a new operating agreement. However, the presented agreement was not based on the existing agreement and the JPA members asked that the agreement be reviewed by an attorney who could work with the Friends to assure that it properly represents the relationship between the JPA and the Friends and the roles and functions of each of the groups. Thus, the JPA is requesting that the existing operating agreement be extended another six months until it can be revised and the proposed new agreement can be reviewed by an attorney.
- The committee also discussed that the JPA is proposing a ten-year Operation Agreement. It is felt that it would assist the Friends in their fundraising efforts as it would send a message that the

relationship between the Friends and the JPA is not temporary. The JPA's goal is to expand the Garden's funding and development sources to reduce funding needs from the JPA members.

- Staff is recommending that the board approve the first amendment to the Joint Powers Agency Water Conservation Garden Operation Agreement, extending the expiration date an additional six months from December 31, 2016 to June 30, 2017 to allow time for the JPA to thoroughly review and evaluate the new proposed operating agreement.

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

FIRST AMENDMENT TO
WATER CONSERVATION GARDEN OPERATION AGREEMENT
The WATER CONSERVATION GARDEN

The Water Conservation Garden Operation Agreement dated October 13, 2010 between the Water Conservation Authority and Friends of the Water Conservation Garden (collectively Parties) is amended as follows.

1. Paragraph 1, DEFINITIONS, section 1.58 SCHEDULED EXPIRATION DATE is amended to mean June 30, 2017. The Agreement is amended for continued operation and maintenance services, and to align the Friends of the Water Conservation Garden's Operations budget with the budgets of the agencies which make up the Joint Powers Agency.
2. Paragraph 4, TERM, is amended to reflect the extension of the Agreement.
3. Pursuant to Paragraph 14, INSURANCE, Friends of the Water Conservation Garden shall provide updated insurance documents to the Water Conservation Authority as required.
4. All other terms, covenants, and conditions in the original Agreement as amended shall remain in full force and effect, and shall be applicable to this Amendment.

The individuals executing this amendment to Agreement represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the Parties have executed this First Amendment to the Agreement on the date set forth below.

AUTHORITY

WATER CONSERVATION AUTHORITY,
a Joint Powers Authority

OPERATOR

FRIENDS OF THE WATER
CONSERVATION GARDEN,
a California nonprofit benefit corporation

By: _____
Board President

By: _____

Name: _____

Title: _____

DATED: _____

ATTEST:

By: _____
Board Secretary

By: _____

Name: _____

Title: _____



AGENDA ITEM 26a

STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	December 7, 2016
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
APPROVED BY:	<input checked="" type="checkbox"/> Susan Cruz, District Secretary <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Board of Directors 2016 and 2017 Calendar of Meetings		

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2016 and 2017 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2016 and 2017 Board of Director's meeting calendar and amend the schedule 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.

Attachment: Calendar of Meetings for 2016 and 2017

**Board of Directors, Workshops
and Committee Meetings
2016**

Regular Board Meetings:

January 6, 2016
February 3, 2016
March 2, 2016
April 6, 2016
May 4, 2016
June 1, 2016
July 6, 2016
August 3, 2016
September 7, 2016
October 5, 2016
November 2, 2016
December 7, 2016

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

January 20, 2016
February 17, 2016
March 16, 2016
April 20, 2016
May 18, 2016
June 15, 2016
July 20, 2016
August 17, 2016
September 21, 2016
October 19, 2016
November 16, 2016
December 12, 2016

SPECIAL BOARD MEETINGS:

BOARD WORKSHOPS:

**Board of Directors, Workshops
and Committee Meetings
2017**

Regular Board Meetings:

January 4, 2017
February 1, 2017
March 1, 2017
April 5, 2017
May 3, 2017
June 7, 2017
July 5, 2017
August 2, 2017
September 6, 2017
October 4, 2017
November 1, 2017
December 6, 2017

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

January 18, 2017
February 15, 2017
March 15, 2017
April 19, 2017
May 17, 2017
June 21, 2017
July 19, 2017
August 16, 2017
September 20, 2017
October 18, 2017
November 15, 2017
December 20, 2017

SPECIAL BOARD MEETINGS:

BOARD WORKSHOPS:

AGENDA ITEM 27a



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	December 7, 2016
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT:	VARIOUS DIV. NO. ALL
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief of Engineering <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Informational Item - First Quarter Fiscal Year 2017 Capital Improvement Program Report		

GENERAL MANAGER'S RECOMMENDATION:

No recommendation. This is an informational item only.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To update the Board about the status of all CIP project expenditures and to highlight 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's infrastructure needs. The CIP is comprised of four categories consisting of backbone capital facilities, replacement/renewal projects, capital purchases, and developer's reimbursement projects.



ATTACHMENT A

SUBJECT/PROJECT:	Informational Item - First Quarter Fiscal Year 2017 Capital Improvement Program Report
VARIOUS	

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a Committee Meeting held on November 21, 2016, and the following comments were made:

- Staff reviewed the PowerPoint presentation with the Committee and indicated that the expenditures through the first quarter of FY 2017 totaled \$2.0 million, which is about 19% of the District's fiscal year budget.
- Staff indicated that the District's FY 2017 CIP budget consists of 89 projects that total \$10.7 million and is divided into four categories:
 - Capital Facilities= \$3.7 million
 - Replacement/Renewal= \$5.9 million
 - Capital Purchases= \$1.1 million
 - Developer Reimbursement= \$14.0 thousand
- The PowerPoint presentation included the following:
 - Total Life-to-Date Expenditures
 - CIP Budget Forecast vs. Expenditures
 - Major CIP Projects
 - CIP Projects in Construction
 - Construction Contract Status of projects, contract amount with allowances, net change orders, and percent of project completion
 - Consultant Contract Status of contract amounts, approve payments to date, change orders, dates when contracts were signed and the end date of contracts
- Staff stated that during the first quarter of FY 2017 the rate for Change Orders with Allowance Credit equaled to -0.6%. It was noted that Change Order No. 4 to the Contract with Transtar

Pipeline, Inc., was not included in this report. However, if it were to be included in the report, the Change Orders without Allowance Credit would equal to 2.7%, which is still below the 5% allowance.

- In response to a question from the Committee, staff stated that the District was able to reach out to several communities and provide information regarding the sewer connection project along Campo Road to Rancho San Diego. One of the main concerns about the project was that the District was unable to align the construction of its sewer connection project with SDG&E's project on Campo Road. It was noted that SDG&E is able to advance projects under an approved streamlined regulatory environmental process. The District is currently required to follow a standard regulatory permitting process. As a result, SDG&E was able to implement their work on Campo Road ahead of the District's project. This will result in replacement of the pavement constructed by SDG&E. The Committee requested that staff perform another outreach to the community and provide information about the District's effort to align projects with other agencies, including SDG&E.

Following the discussion, the Committee supported staffs' recommendation and presentation to the full board as an informational item.

FISCAL YEAR 2017
1st QUARTER REPORT
 (Expenditures through 09/30/2016)
 (\$ In Thousands)

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/16				LIFE-TO-DATE, 09/30/16				Comments
			FY 2017 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	
CAPITAL FACILITY PROJECTS											
P2040	Res - 1655-1 Reservoir 0.5 MG	Cameron	\$ 20	\$ 1	\$ 19	5%	\$ 3,400	\$ 485	\$ 2,915	14%	Review of the previous environmental documents to begin FY 2017 Q3.
P2267	36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations	Marchioro	220	17	203	8%	735	476	259	65%	Design completed FY 2017 Q1. Construction to begin in FY 2017 Q2. On track.
P2382	Safety and Security Improvements	Payne	250	60	190	24%	2,811	2,633	178	94%	On schedule for completion June 30, 2017
P2405	PL - 624/340 PRS, Paseo Ranchero and Otay Valley Road	Cameron	5	-	5	0%	570	-	570	0%	Tied to CIP P2553.
P2451	Otay Mesa Desalination Conveyance and Disinfection System	Kennedy	50	75	(25)	150%	3,875	3,645	230	94%	Work to finalize EIR/EIS was expected to be completed FY 2016, but instead will be completed FY 2017. Project within overall budget.
P2453	SR-11 Utility Relocations	Marchioro	250	1	249	0%	4,000	1,599	2,401	40%	Sequence 1 construction accepted FY 2016 Q4. In one year warranty period.
P2460	I.D. 7 Trestle and Pipeline Demolition	Beppler	50	-	50	0%	600	5	595	1%	Planning level investigations started. Do not expect to expend full fiscal year budget based upon preliminary discussions regarding what level of structural consultant input is required prior to bidding the project.
P2466	Regional Training Facility	Coburn-Boyd	6	-	6	0%	300	288	12	96%	Project continues to be on hold.
P2485	SCADA Communication System and Software Replacement	Kerr	85	19	66	22%	2,014	1,686	328	84%	Project on schedule for FY 2017 Q1.
P2486	Asset Management - Info Master Water Implementation	Zhao	25	-	25	0%	957	879	78	92%	On track.
P2494	Multiple Species Conservation Plan	Coburn-Boyd	48	-	48	0%	950	854	96	90%	Expect to use all of budget later this fiscal year.
P2496	Otay Lakes Road Utility Relocations	Martin	5	-	5	0%	325	283	42	87%	Project accepted FY 2016 Q4.
P2504	Regulatory Site Access Road and Pipeline Relocation	Cameron	20	-	20	0%	900	330	570	37%	Project is driven by County Fire.
P2516	PL - 12-Inch, 640 Zone, Jamacha Road - Darby/Osage	Marchioro	-	-	-	0%	800	-	800	0%	On hold for FY 2017.
P2520	Motorola Mobile Radio Upgrade	Martinez	30	3	27	10%	120	81	39	68%	We expect to expend the remaining balance in FY 2017 Q3.
P2521	Large Meter Vault Upgrade Program	Carey	100	-	100	0%	400	219	181	55%	Work is scheduled to begin FY 2017 Q3.
P2537	Operations Yard Property Acquisition Improvements	Beppler	10	3	7	30%	775	731	44	94%	Construction project accepted FY 2016 Q4. In one year warranty period.
P2541	624 Pressure Zone PRSs	Marchioro	10	(2)	12	-20%	760	740	20	97%	Construction project accepted FY 2016 Q4. In one year warranty period.
P2547	District Administration Vehicle Charging Stations	Cameron	85	-	85	0%	125	20	105	16%	On track.
P2550	Fuel Island Upgrade	Payne	112	93	19	83%	112	93	19	83%	In close out. Final test due in 6 months.
P2551	Blossom Lane Helix WD and Otay WD Interconnection	Beppler	20	1	19	5%	210	169	41	80%	Implementation of SCADA and warranty period of completed construction. Budget on track.
P2552	South Barcelona Helix WD and Otay WD Interconnection	Beppler	20	1	19	5%	210	166	44	79%	Implementation of SCADA and warranty period of completed construction. Budget on track.
P2553	Heritage Road Bridge Replacement and Utility Relocation	Cameron	100	-	100	0%	1,430	5	1,425	0%	City of Chula Vista driven project. The City will update their status to all utilities at a meeting in November 2016.
P2564	Administration Carpet Replacement Program	Payne	5	-	5	0%	215	-	215	0%	Planning to be completed June 30, 2017.
P2568	Technology Business Processes Improvement	Kerr	100	-	100	0%	135	25	110	19%	No expenditures allocated for FY 2017 Q1. The Board item for Enterprise Content Management System was approved at the October Board Meeting. Funds will be transferred from other projects to cover the cost.
P2569	Metro Ethernet Implementation/ District Facilities - Pilot	Kerr	45	31	14	69%	145	137	8	94%	Project on schedule for FY 2017 Q1.
P2570	SCADA Equipment & Infrastructure Enhancement	Kerr	100	-	100	0%	300	-	300	0%	No expenditures allocated for FY 2017 Q1.
P2571	Datacenter Network Enhancement & Replacement of Infrastructure Componets	Kerr	-	-	-	0%	200	-	200	0%	No expenditures allocated for FY 2017.
P2572	Enterprise Resource Planning (ERP) Replacement	Kerr	-	-	-	0%	500	-	500	0%	No expenditures allocated for FY 2017.
P2584	Res - 657-1 and 657-2 Reservoir Demolitions	Marchioro	-	-	-	0%	720	-	720	0%	On hold for FY 2017.
R2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Beppler	20	1	19	5%	2,852	2,812	40	99%	Under construction. Completion anticipated in FY 2017 Q3.
R2079	RecPL - 6-Inch, 450 Zone, Otay Valley Road - Otay Valley/Entertainment	Beppler	10	-	10	0%	150	-	150	0%	No activity to date.
R2109	Sweetwater River Wooden Trestle Improvement for the Recycled Water Forcemain	Beppler	10	-	10	0%	375	353	22	94%	Construction project accepted FY 2016 Q2. In one year warranty period.

FISCAL YEAR 2017
1st QUARTER REPORT
 (Expenditures through 09/30/2016)
 (\$ In Thousands)

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/16				LIFE-TO-DATE, 09/30/16				Comments
			FY 2017 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	
R2110	RecPS - 944-1 Optimization and Pressure Zone Modifications	Marchioro	5	-	5	0%	200	130	70	65%	Construction project accepted FY 2016 Q4. In one year warranty period.
R2116	RecPL - 14-Inch, 927 Zone, Force Main Improvements	Marchioro	1,000	28	972	3%	2,500	684	1,816	27%	Construction began FY 2017 Q1. On track.
R2117	RWCWRF Disinfection System Improvements	Beppler	10	-	10	0%	1,520	111	1,409	7%	Awaiting completion of WRF Master Plan and force main assessment before selecting proposed improvements.
R2118	Steele Canyon Sewer PS Large Solids Handling Improvements	Beppler	68	3	65	4%	75	8	67	11%	Design in progress; will need to coordinate construction with a shutdown of WRF.
R2119	RWCWRF Automation & Security Upgrades	Beppler	95	18	77	19%	300	52	248	17%	WRF Master Plan almost complete. Initiation of automation and security improvements to start FY 2017 Q3.
R2120	RWCWRF Filtered Water Storage Tank Improvements	Beppler	250	5	245	2%	500	5	495	1%	Design in progress. Need to coordinate construction with operation of WRF.
R2122	Emergency Recycled Water Fire Hydrant Installations	Cameron	15	1	14	7%	75	33	42	44%	Project was completed in FY 2017 Q1.
R2123	Repurpose Otay Mesa Recycled Water Lines	Beppler	35	-	35	0%	350	-	350	0%	No activity on this project to date.
R2124	RecPS - 927-1 Pump 5 Replacement	Anderson	55	-	55	0%	55	-	55	0%	Advertisement to bid for replacement is anticipated FY 2017 Q2. Money to be expended by the end of FY 2017 Q3.
S2012	San Diego County Sanitation District Outfall and RSD Outfall Replacement	Beppler	150	-	150	0%	2,420	1,020	1,400	42%	County project. Costs are invoiced annually.
S2027	Rancho San Diego Pump Station Rehabilitation	Beppler	50	-	50	0%	3,500	300	3,200	9%	County project. Costs are invoiced annually.
S2033	Sewer System Rehabilitation	Beppler	200	372	(172)	186%	3,000	2,372	628	79%	Project within overall budget. Anticipate completion FY 2017 Q2.
S2043	RWCWRF Sludge Handling System	Beppler	1	-	1	0%	47	40	7	85%	No activity planned until Metro Pure Water costs are established.
S2047	Asset Management - Info Master Sewer Implementation	Zhao	-	-	-	0%	58	-	58	0%	No expenditures for FY 2017.
Total Capital Facility Projects		Total:	3,745	731	3,014	20%	46,571	23,469	23,102	50%	
REPLACEMENT/RENEWAL PROJECTS											
P2083	PS - 870-2 Pump Station Replacement	Marchioro	\$ 390	130	260	33%	\$ 17,000	1,795	15,205	11%	Advertisement for construction bid anticipated FY 2017 Q3. On track.
P2174	PS - 1090-1 Pump Station Replacement (400 gpm)	Marchioro	1	-	1	0%	1,500	4	1,496	0%	On hold for FY 2017.
P2400	PL - 20-Inch Pipeline Replacement, 711 Zone, Otay Lakes Road - at Santa Paula	Marchioro	-	-	-	0%	2,000	-	2,000	0%	On hold for FY 2017.
P2493	624-2 Reservoir Interior/Exterior Coating	Cameron	60	2	58	3%	1,675	1,544	131	92%	Expenditures expected in FY 2017 Q2 for warranty work.
P2507	East Palomar Street Utility Relocation	Cameron	120	1	119	1%	940	719	221	76%	Project closeout to begin in FY 2017 Q2.
P2508	Pipeline Cathodic Protection Replacement Program	Marchioro	300	2	298	1%	725	251	474	35%	Construction began FY 2017 Q1. On track.
P2518	803-3 Reservoir Interior/Exterior Coating	Cameron	40	-	40	0%	700	645	55	92%	Two year warranty period will be completed in FY 2017 Q3.
P2519	832-2 Reservoir Interior/Exterior Coating	Cameron	65	-	65	0%	750	670	80	89%	Two year warranty period will be completed in FY 2017 Q3.
P2529	711-2 Reservoir Interior & Exterior Coating	Cameron	360	420	(60)	117%	840	781	59	93%	Construction to be completed FY 2017 Q2.
P2530	711-1 Reservoir Interior & Exterior Coating	Cameron	90	29	61	32%	1,040	934	106	90%	Construction to be completed FY 2017 Q2.
P2531	944-1 Reservoir Interior & Exterior Coating	Cameron	50	13	37	26%	410	323	87	79%	Construction contract completed FY 2016 Q4. Currently in two year warranty period.
P2532	944-2 Reservoir Interior & Exterior Coating	Cameron	50	-	50	0%	1,050	937	113	89%	Construction contract completed FY 2016 Q4. Currently in two year warranty period.
P2533	1200-1 Reservoir Interior & Exterior Coating	Cameron	10	-	10	0%	810	-	810	0%	Planning anticipated to being FY 2017 Q2.
P2534	978-1 Reservoir Interior & Exterior Coating	Cameron	615	11	604	2%	715	11	704	2%	Design completed FY 2017 Q1. Construction to begin in FY 2017 Q2. On track.
P2535	458-2 Reservoir Interior & Exterior Coating & Upgrades	Cameron	50	3	47	6%	885	776	109	88%	Construction contract completed FY 2016 Q4. Currently in two year warranty period.
P2538	Administration and Operations Building Fire Sprinkler Replacement Program	Cameron	10	-	10	0%	110	89	21	81%	Project was completed in late FY 2016. No expenditures are anticipated, unless for warranty work at one year.
P2539	South Bay Bus Rapid Transit (BRT) Utility Relocations	Cameron	100	4	96	4%	1,090	882	208	81%	SANDAG driven project. Spending will increase in FY 2017 Q4.

FISCAL YEAR 2017
1st QUARTER REPORT
 (Expenditures through 09/30/2016)
 (\$ In Thousands)

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/16				LIFE-TO-DATE, 09/30/16				Comments
			FY 2017 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	
P2542	850-3 Reservoir Interior Coating	Cameron	50	-	50	0%	630	527	103	84%	Construction contract completed FY 2016 Q2. Currently in two year warranty period.
P2543	850-1 Reservoir Interior/Exterior Coating	Cameron	10	-	10	0%	875	-	875	0%	Planning anticipated to being in FY 2017 Q2.
P2544	850-2 Reservoir Interior/Exterior Coating	Cameron	835	11	824	1%	1,070	11	1,059	1%	Design completed FY 2017 Q1. Construction to begin in FY 2017 Q2. On track.
P2545	980-1 Reservoir Interior Exterior Coating	Cameron	330	133	197	40%	1,495	1,130	365	76%	Reservoir placed into service FY 2017 Q1. On track to accept project FY 2017 Q2.
P2546	980-2 Reservoir Interior/Exterior Coating	Cameron	-	-	-	0%	1,450	-	1,450	0%	No expenditures for FY 2017.
P2555	Administration and Operations Parking Lot Improvements	Cameron	275	7	268	3%	500	55	445	11%	Design anticipated to be complete in FY 2017 Q2.
P2557	520 Res Recirculation Pipeline Chemical Supply and Analyzer Feed Replacement Project	Beppler	50	20	30	40%	100	30	70	30%	Design in progress. Construction expected to be completed this fiscal year within budget.
P2559	Pressure Vessel Repair and Replacement Program	Marchioro	65	12	53	18%	650	59	591	9%	RWCWRF surge tank to be replaced by in-house force FY 2017 Q2. On track.
P2561	Res - 711-3 Reservoir Cover/Liner Replacement	Marchioro	1	2	(1)	200%	1,800	4	1,796	0%	Existing cover/liner materials analyzed by laboratory FY 2017 Q1. On track.
P2562	Res - 571-1 Reservoir Cover/Liner Replacement	Marchioro	90	-	90	0%	2,600	-	2,600	0%	Advertisement for construction bid anticipated FY 2017 Q3. On track.
P2563	Res - 870-1 Reservoir Cover/Liner Replacement	Marchioro	1	2	(1)	200%	1,000	2	998	0%	Existing cover/liner materials analyzed by laboratory FY 2017 Q1. On track.
P2565	803-2 Reservoir Interior/Exterior Coating & Upgrades	Cameron	-	-	-	0%	940	-	940	0%	No expenditures for FY 2017.
P2566	520-2 Reservoir Interior/Exterior Coating & Upgrades	Cameron	-	-	-	0%	1,500	-	1,500	0%	No expenditures for FY 2017.
P2567	1004-2 Reservoir Interior/Exterior Coating & Upgrades	Cameron	-	-	-	0%	905	-	905	0%	No expenditures for FY 2017.
P2573	PL - 12-Inch Pipeline Replacement, 803 Zone, Hillsdale Road	Marchioro	160	49	111	31%	1,750	49	1,701	3%	PDR completed FY 2017 Q1. On track.
P2574	PL - 12-Inch and 14-inch Pipeline Replacement, 803 and 978 Zone, Vista Grande, Pence Drive	Marchioro	50	-	50	0%	2,750	-	2,750	0%	On hold until FY 2017 Q3 or Q4.
P2578	PS - 711-2 (PS 711-1 Replacement and Expansion) - 14,000 gpm	Marchioro	-	-	-	0%	6,600	-	6,600	0%	On hold for FY 2017.
P2579	Temporary Lower Otay Pump Station Improvements	Beppler	140	-	140	0%	140	-	140	0%	No activity to date.
P2592	East H Street Bike Lane Utility Coordination	Beppler	50	-	50	0%	50	-	50	0%	No activity to date.
P2593	458-1 Reservoir Interior/Exterior Coating & Upgrades	Cameron	-	-	-	0%	840	-	840	0%	No expenditures for FY 2017.
P2594	Large Meter Replacement	Carey	240	68	172	28%	485	68	417	14%	On track.
R2111	RWCWRF - RAS Pump Replacement	Beppler	10	-	10	0%	570	555	15	97%	Construction project accepted FY 2016 Q3. Project is in one year warranty period.
R2112	450-1 Disinfection Facility Rehabilitation	Cameron	25	-	25	0%	265	214	51	81%	One year warranty completed FY 2017 Q1.
R2121	Res - 944-1 Reservoir Cover/Liner Replacement	Marchioro	1	-	1	0%	1,400	19	1,381	1%	On hold for FY 2017.
S2024	Campo Road Sewer Main Replacement	Beppler	50	15	35	30%	8,500	1,130	7,370	13%	Project to exceed budget for easement acquisitions. Bidding to be in FY 2017 Q3.
S2044	Trenchless Sewer Rehabilitation	Beppler	600	13	587	2%	650	13	637	2%	Design to be completed and project bid in FY 2017 Q2. Construction expected to be completed in FY 2017 Q4.
S2045	Fuerte Drive Sewer Relocation	Beppler	190	2	188	1%	200	2	198	1%	County driven project is behind schedule. Likely only design costs will be spent this fiscal year.
S2046	RWCWRF - Aeration Panels Replacement	Beppler	250	3	247	1%	450	3	447	1%	Design of replacement panels projected to be performed in FY 2017 Q3. Installation may occur next fiscal year, pending panel delivery time.
S2048	Hillsdale Road Sewer Repairs	Beppler	100	12	88	12%	500	12	488	2%	Design in progress. Project on schedule for budgeted amount.
S2049	Calavo Basin Sewer Rehabilitation - Phase 2	Beppler	20	-	20	0%	1,000	-	1,000	0%	Planning phase, no activity expected until FY 2017 Q3.
S2050	Rancho San Diego Basin Sewer Rehabilitation - Phase 2	Beppler	-	-	-	0%	300	-	300	0%	No expenditures for FY 2017.
S2051	RWCWRF - Headworks Improvements	Beppler	-	-	-	0%	750	-	750	0%	No expenditures for FY 2017.
S2052	RWCWRF - Access Roads Repaving	Cameron	-	-	-	0%	750	-	750	0%	No expenditures for FY 2017.
S2053	RWCWRF - Sedimentation Basins Refurbishment	Beppler	-	-	-	0%	600	-	600	0%	No expenditures for FY 2017.
S2054	Calavo Basin Sewer Rehabilitation - Phase 3	Beppler	-	-	-	0%	300	-	300	0%	No expenditures for FY 2017.
	Total Replacement/Renewal Projects	Total:	5,904	964	4,940	16%	76,605	14,244	62,361	19%	

FISCAL YEAR 2017
1st QUARTER REPORT
 (Expenditures through 09/30/2016)
 (\$ In Thousands)

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/16				LIFE-TO-DATE, 09/30/16				Comments
			FY 2017 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	
CAPITAL PURCHASE PROJECTS											
P2282	Vehicle Capital Purchases	Rahders	\$ 197	-	197	0%	\$ 5,049	3,636	1,413	72%	Anticipate 100% expense by the end of FY 2017 Q3.
P2285	Office Equipment and Furniture Capital Purchases	Payne	15	2	13	13%	589	554	35	94%	Purchases to be completed by June 30, 2017.
P2286	Field Equipment Capital Purchases	Rahders	38	14	24	37%	1,634	1,372	262	84%	Anticipate 100% expense for FY 2017.
P2366	APCD Engine Replacements and Retrofits	Rahders	820	312	508	38%	3,371	2,863	508	85%	Anticipate 100% expense by the end of FY 2017 Q3.
	Total Capital Purchase Projects	Total:	1,070	328	742	31%	10,643	8,425	2,218	79%	
DEVELOPER REIMBURSEMENT PROJECTS											
P2325	PL-10" to 12" Oversize, 1296 Zone, PB Road-Rolling Hills Hydro PS/PB Bndy	Beppler	\$ 3	-	3	0%	\$ 22	19	3	86%	Reimbursement completed FY 2016 Q3.
P2403	PL - 12-inch, 624 Zone, Heritage Road - Olympic/Otay Valley	Beppler	-	-	-	0%	550	-	550	0%	CIP being updated to reflect changes in Village 3 SAMP and Water Facilities Master Plan.
P2556	HWY 94 Upsized Utility Relocations at Melody Lane	Beppler	1	-	1	0%	100	-	100	0%	No work is anticipated on the project for FY 2017.
R2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Beppler	10	-	10	0%	365	1	364	0%	Under construction in FY 2017 Q1. Request for reimbursement anticipated FY 2017 Q3.
	Total Developer Reimbursement Projects	Total:	14	-	14	0%	1,037	20	1,017	2%	
107			\$ 10,733	\$ 2,023	\$ 8,710	19%	\$ 134,856	\$ 46,158	\$ 88,698	34%	

Otay Water District Capital Improvement Program

Fiscal Year 2017

First Quarter

(through September 30, 2016)



711-I (3.1 MG) - Completed Reservoir



Background

The approved CIP Budget for Fiscal Year 2017 consists of 89 projects that total \$10.7 million. These projects are broken down into four categories.

1. Capital Facilities \$ 3.7 million
2. Replacement/Renewal \$ 5.9 million
3. Capital Purchases \$ 1.1 million
4. Developer Reimbursement \$ 14.0 thousand

Overall expenditures through the First Quarter of Fiscal Year 2017 totaled \$2.0 million, which is approximately 19% of the Fiscal Year budget.



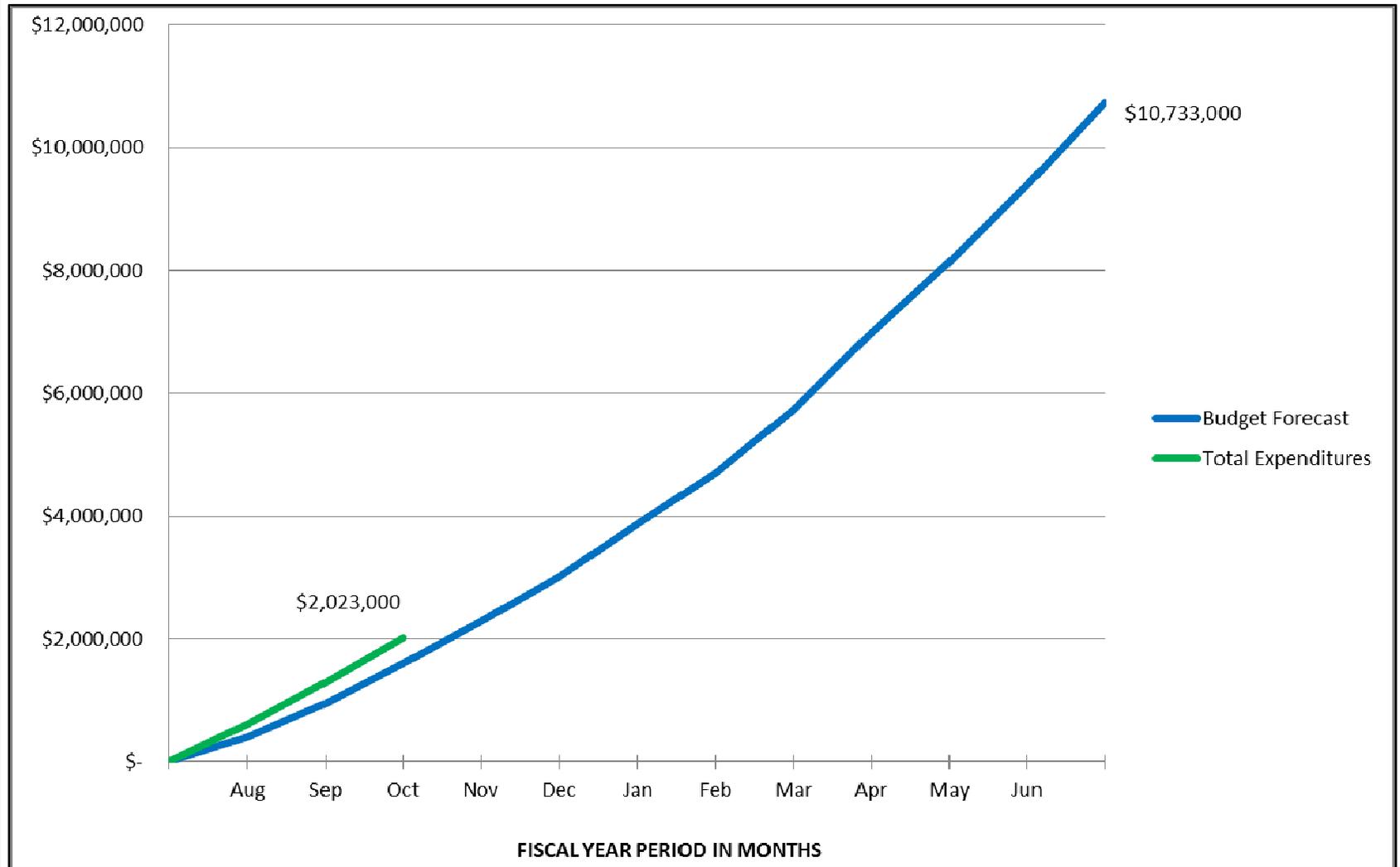
Fiscal Year 2017 First Quarter Update

(\$000)

CIP CAT	Description	FY 2017 Budget	FY 2017 Expenditures	% FY 2017 Budget Spent	Total Life-to- Date Budget	Total Life-to-Date Expenditures	% Life-to- Date Budget Spent
1	Capital Facilities	\$3,745	\$731	20%	\$46,571	\$23,469	50%
2	Replacement/ Renewal	\$5,904	\$964	16%	\$76,605	\$14,244	19%
3	Capital Purchases	\$1,070	\$328	31%	\$10,643	\$8,425	79%
4	Developer Reimbursement	\$14	\$0	0%	\$1,037	\$20	2%
	Total:	\$10,733	\$2,023	19%	\$134,856	\$46,158	34%

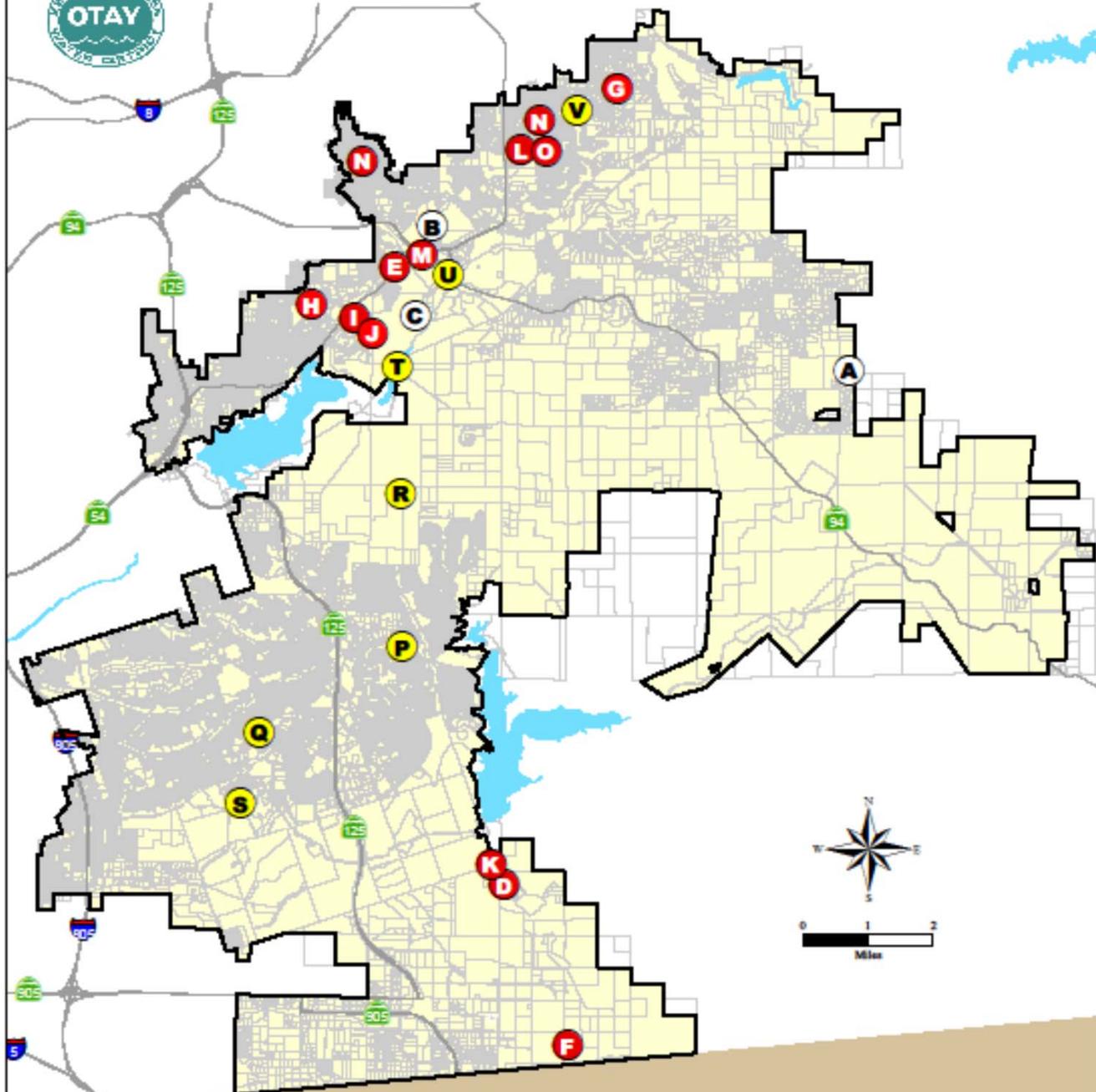


Fiscal Year 2017 First Quarter CIP Budget Forecast vs. Expenditures





MAJOR CIP PROJECTS Fiscal Year 2017 - 1st Quarter



PLANNING - 3

- A** P2040 - 1655-1 Reservoir .5 MG
- B** P2504 - Regulatory Site Access Road & Pipeline Relocation
- C** R2117 - RWCWRF Contact Basin Expansion

DESIGN - 12

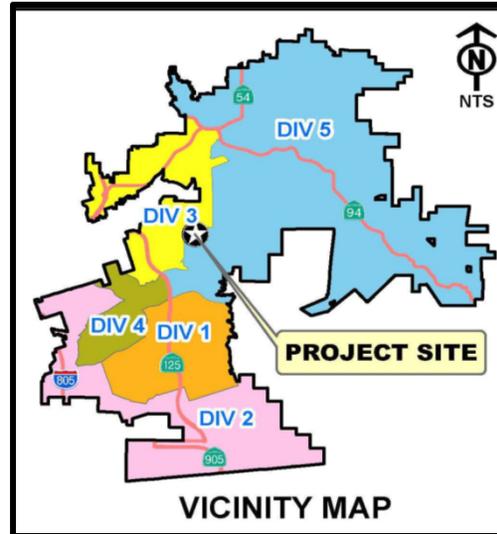
- D** P2083 - 870-2 Pump Station Replacement
- E** P2267 - 36-Inch Main Pumpouts and Air/Vac Installations
- F** P2451 - Otay Mesa Conveyance and Disinfection System
- G** P2534 - 978-1 Reservoir Interior/Exterior Coating
- H** P2544 - 850-2 Reservoir Interior/Exterior Coating
- I** P2547 - District Administration Vehicle Charging Stations
- J** P2555 - Admin and Ops Parking Lot Lighting Improvements
- K** P2562 - 571-1 Reservoir Cover and Liner Replacement
- L** P2573 - Hillsdale Rd 12-inch Pipeline Replacement
- M** S2024 - Campo Road Sewer Main Replacement
- N** S2044 - Trenchless Sewer Rehabilitation
- O** S2048 - Hillsdale Rd Sewer Repairs

CONSTRUCTION - 7

- P** P2530/P2529 - 711-1 & 711-2 Reservoir Interior/Exterior Coating
- Q** P2539 - South Bay Bus Rapid Transit (BRT) Utility Relocations
- R** P2545 - 980-1 Reservoir Interior/Exterior Coating
- S** R2084 - Santa Victoria Rd 20-inch Recycled Water Main
- T** R2116 - 14-Inch Forcemain Assessment and Repair
- U** S2027 - Rancho San Diego Pump Station Rehabilitation
- V** S2033 - Rancho San Diego Basin Sewer Rehab - Phase 1

CIP Projects in Construction

- 980-I Reservoir Interior/Exterior Coating & Upgrades (P2545)
- Remove and Replace Deteriorating Reservoir Coatings.
- Structural Modifications to Increase Service Life.
- \$1.50M Budget
- Start: February 2016
- Completed: August 2016



Division No. 5

Location:
North End of
Salt Creek Golf
Course, Hunte
Parkway, Chula
Vista

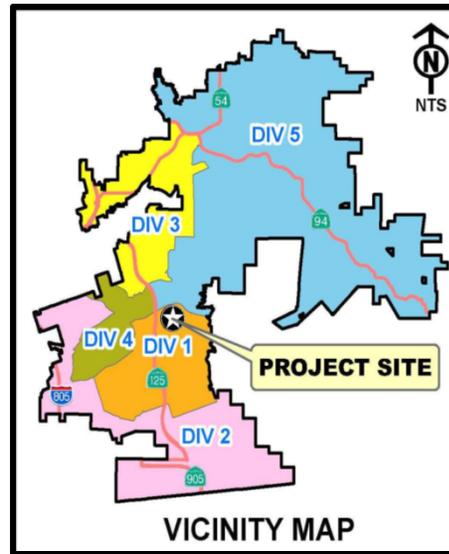


980-I Reservoir (5.0 MG) – Completed Exterior



CIP Projects in Construction

- 711-1 & 711-2 Reservoirs Interior/Exterior Coating & Upgrades (P2530, P2529)
- Remove and Replace Deteriorating Reservoir Coatings.
- Structural Modifications to Increase Service Life.
- \$1.88M Budget
- Start: November 2015
- Completed: September 2016



Division No. 1

Location:
Park Meadows
Road, Chula
Vista. Adjacent
to East Lake
County Club
Golf Course

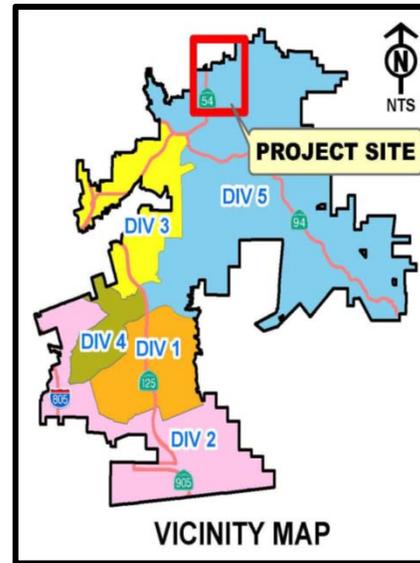


711-2 (2.3 MG) – Completed Reservoir



CIP Projects in Construction

- Rancho San Diego Basin Sewer Rehabilitation – Phase I (S2033-003103)
- Sewer system repairs at 14 locations
- 3,250 LF of 8-inch sewer
- 4 new sewer manholes
- \$3.00M Budget
- Start: March 2016
- Estimated Completion: November 2016



Division No. 5

Locations:

14 locations including Hillsdale Road, Donahue Drive, Juliana Street Vista Grande Road, and Sundale Road.



Replacement of 8-Inch Sewer – Vista Grande Road (Site 729)



Construction Contract Status

FY 2017 CIP CONSTRUCTION PROJECTS

CIP NO.	PROJECT TITLE	CONTRACTOR	BASE BID AMOUNT	CONTRACT AMOUNT W/ ALLOWANCES	NET CHANGE ORDERS LTD*		CURRENT CONTRACT AMOUNT	TOTAL EARNED TO DATE	% CHANGE ORDERS W/ ALLOWANCE CREDIT**	% COMPLETE	EST. COMP. DATE
					PROJECT TOTAL	%					
P2529 P2530	711-1 & 711-2 Reservoir Interior/Exterior Coating & Upgrades	Advanced Industrial Services, Inc.	\$1,103,715	\$1,195,695	\$15,018	1.4%	\$1,210,713	\$1,206,515	1.3%	99.7%	Completed September 2016
P2545	980-1 Reservoir Interior/Exterior Coating & Upgrades	Advanced Industrial Services, Inc.	\$769,000	\$876,500	\$9,025	1.2%	\$885,525	\$879,025	1.0%	99.3%	Completed August 2016
S2033	Rancho San Diego Basin Sewer Rehabilitation - Phase 1	Transtar	\$951,470	\$970,970	\$23,438	2.5%	\$977,075	\$733,469	0.6%	75.1%	November 2016
P2508 R2116	14-Inch Force Main Rehabilitation Project	Charles King Company Inc.	\$1,045,100	\$1,101,250	\$0	0.0%	\$1,045,100	\$0	-5.1%	0.0%	January 2017
TOTALS:			\$3,869,285	\$4,144,415	\$47,481	1.2%	\$4,118,413	\$2,819,009	-0.6%		

*NET CHANGE ORDERS DO NOT INCLUDE ALLOWANCE ITEM CREDITS. IT'S A TRUE CHANGE ORDER PERCENTAGE FOR THE PROJECT

**THIS CHANGE ORDER RATE INCLUDES THE CREDIT FOR UNUSED ALLOWANCES

Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
PLANNING										
ATKINS	Varies	2015 WATER FACILITIES MASTER PLAN UPDATE	\$ 434,731.00	\$ -	\$ 434,731.00	\$ 355,261.69	0.0%	81.7%	1/28/2014	12/31/2016
WATER SYSTEMS CONSULTING INC	VARIABLES	AS-NEEDED HYDRAULIC MODELING FY15/16	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 95,519.00	0.0%	54.6%	7/15/2014	6/30/2017
DESIGN										
AECOM	P2451	OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM (DESIGN ENGINEER)	\$ 3,910,297.00	\$ (109,434.00)	\$ 3,800,863.00	\$ 1,398,278.37	-2.8%	36.8%	1/6/2011	6/30/2018
ARCADIS U.S. INC	VARIABLES	AS-NEEDED DESIGN FY 15-16	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 211,336.02	0.0%	70.4%	9/11/2014	6/30/2017
BROWNSTEIN HYATT FARBER SCHRECK	P2451	OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM (BINATIONAL WATER AND RELATED ISSUES)	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 51,709.50	0.0%	51.7%	7/1/2015	6/30/2017
BSE ENGINEERING INC	Varies	AS-NEEDED ELECTRICAL SERVICES	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 58,814.87	0.0%	58.8%	7/1/2012	6/30/2017
CAROLLO ENGINEERS INC	P2083	DESIGN/CONSTRUCTION FOR 870-2 PS	\$ 624,910.00	\$ 178,200.00	\$ 803,110.00	\$ 508,823.29	28.5%	63.4%	10/11/2013	12/31/2017
HDR ENGINEERING INC	Varies	CORROSION SERVICES FY14-FY16	\$ 684,750.00	\$ 45,000.00	\$ 729,750.00	\$ 637,525.69	6.6%	87.4%	11/22/2013	12/31/2016
LATITUDE 33	P1210	SALT CREEK GOLF COURSE STUDY	\$ 9,000.00		\$ 9,000.00	\$ 9,000.00	0.0%	100.0%	4/20/2016	12/31/2016
MICHAEL D.KEAGY REAL ESTATE	Varies	AS-NEEDED APPRAISAL SERVICES	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	0.0%	0.0%	9/13/2016	6/30/2018
NINYO & MOORE	Varies	GEOTECHNICAL SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 64,298.75	0.0%	36.7%	4/9/2015	6/30/2018
PIPELINE INSPECTION & CONDITION ANALYSIS CORPORATION	R2116	INSPECTION AND CONDITION ASSESSMENT OF THE RALPH W. CHAPMAN WATER RECYCLING FACILITY 14-INCH FORCE MAIN	\$ 302,092.00	\$ (21,165.00)	\$ 280,927.00	\$ 105,500.00	-7.0%	37.6%	12/18/2014	4/30/2017
PSOMAS	VARIABLES	AS-NEEDED DESIGN FY 15-16	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 42,775.58	0.0%	14.3%	9/11/2014	6/30/2017
PSOMAS	Varies	AS-NEEDED DESIGN FY 17-18	\$ 500,000.00		\$ 500,000.00	\$ 48,492.85	0.0%	9.7%	7/1/2016	6/30/2018

Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
RFYEAGER	Varies	AS-NEEDED CORROSION ENGINEERING AND RESERVOIR COATING INSPECTION	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 164,136.50	0.0%	93.8%	2/9/2015	12/31/2016
RICK ENGINEERING COMPANY	S2024	CAMPO ROAD SEWER MAIN REPLACEMENT PROJECT	\$ 805,705.00	\$ -	\$ 805,705.00	\$ 687,231.45	0.0%	85.3%	5/27/2014	12/31/2017
RICK ENGINEERING COMPANY	Varies	TRAFFIC ENGINEERING SERVICES FY 16-18	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 15,271.98	0.0%	8.7%	7/1/2015	6/30/2018
RICK ENGINEERING COMPANY	Varies	AS-NEEDED DESIGN FY 17-18	\$ 500,000.00		\$ 500,000.00	\$ 54,222.00	0.0%	10.8%	7/1/2016	6/30/2018
CONSTRUCTION SERVICES										
AIRX UTILITY SURVEYORS	Varies	UTILITY LOCATING SERVICES FY 16-18	\$ 350,000.00		\$ 350,000.00	\$ 73,742.00	0.0%	21.1%	10/12/2015	6/30/2018
ALYSON CONSULTING	Varies	CONSTRUCTION MGMT/INSPECTION FY 16-17	\$ 350,000.00	\$ (6,820.00)	\$ 343,180.00	\$ 181,580.00	-1.9%	52.9%	7/1/2015	6/30/2017
CORRPRO COMPANIES INC	Varies	COATING INSPECTION FY 2016-2018	\$ 175,000.00		\$ 175,000.00	\$ 76,718.75	0.0%	43.8%	1/7/2016	6/30/2018
HUNSAKER & ASSOCIATES	Varies	LAND SURVEYING FY16-18	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 41,030.00	0.0%	23.4%	1/20/2016	6/3/2018
MICHAEL BAKER INT'L INC	P2083	870-2 PS CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES	\$ 853,457.00	\$ -	\$ 853,457.00	\$ 27,220.50	0.0%	3.2%	7/30/2014	12/31/2017
ENVIRONMENTAL										
HELIX ENVIRONMENTAL	VARIES	MAINTENANCE AND MONITORING OF THE SAN MIGUEL HABITAT MANAGEMENT AREA AND CIP ASSOCIATED MITIGATION PROJECTS	\$ 476,173.00	\$ -	\$ 476,173.00	\$ 210,438.63	0.0%	44.2%	12/19/2014	12/31/2017
ICF INTERNATIONAL JONES & STOKES INC	VARIES	AS-NEEDED ENVIRONMENTAL SERVICES FY 15/16/17	\$ 375,000.00	\$ -	\$ 375,000.00	\$ 183,040.46	0.0%	48.8%	7/18/2014	6/30/2017
RECON	P2494	PREPARATION OF THE SUBAREA PLAN	\$ 270,853.00	\$ -	\$ 270,853.00	\$ 220,133.36	0.0%	81.3%	3/28/2008	6/30/2018
WATER RESOURCES										
MICHAEL R. WELCH	Varies	ENGINEERING PLANNING SVCS.	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 16,800.00	0.0%	16.8%	4/9/2014	6/30/2019
PUBLIC SERVICES										
AEGIS	Varies	AS-NEEDED DEVELOPER PROJECTS FY 15-16	\$ 400,000.00	\$ -	\$ 400,000.00	\$ 200,683.29	0.0%	50.2%	2/12/2015	6/30/2017
		TOTALS:	\$ 12,841,968.00	\$ 85,781.00	\$ 12,927,749.00	\$ 5,739,584.53	0.7%			

QUESTIONS?



AGENDA ITEM 28



STAFF REPORT

TYPE		MEETING	
MEETING:	Regular Board	DATE:	December 7, 2016
SUBMITTED	Mark Watton	W.O./G.F.	N/A
BY:	General Manager	NO:	DIV. N/A
APPROVED BY:	<input checked="" type="checkbox"/> Mark Watton, General Manager		NO.
SUBJECT:	General Manager's Report		

ADMINISTRATIVE SERVICES:

Purchasing & Facilities:

- Thermostat and Energy Efficiencies - In line with the District's goal to achieve more efficient operations, Facilities staff replaced nine thermostats with programmable models at locations rarely used in the Admin building including the Boardroom, lower level training area, and most conference rooms. The cost to install the thermostats and update the HVAC automation software was \$1,700. The year-to-year total savings for the last three periods is \$5,006 with July and August as a partial month. Staff anticipates that the biggest savings will occur during the warmest months but expects to achieve savings all year round.

SDG&E	Jul-Aug	Aug-Sep	Sep-Oct	Total
2015	\$13,324	\$13,878	\$13,379	\$40,581
2016	\$12,203	\$11,748	\$11,624	\$35,575
Savings	\$1,121	\$2,131	\$1,754	\$5,006
%	8.4%	15.4%	13.1%	12.3%

Human Resources:

- Holiday Party - Mark your calendars to attend the District's annual Holiday Party, which will be held Saturday, December 10th, from 6:00 pm to 11:00 pm at The Harbor House in Seaport Village.
- Water Utilities Human Resources Consortium (WUHRC) - HR staff attended the WUHRC meeting in November. This is a quarterly meeting

where HR colleagues meet to discuss general topics, HR best practices, and network regarding current topics and trends.

- HR Policy Updates - Staff finalized updates to the following HR policies and procedures to reflect recent legal updates and per internal need: Family Medical Leave Act, Kin Care, School Activities Leave, and Uniform Policy.
- Recruitments/New Hires/Promotions - There were no recruitments, new hires or promotions this month.

Safety & Security:

- Emergency Preparedness - Hard copies of the following emergency response documentation were added to the District's Emergency Operations Center (EOC) cabinets:
 - o WebEOC Quick user reference guide;
 - o Draft condensed emergency response plan;
 - o Levels 1 through 3 emergency response flow chart;
 - o FEMA forms ICS 201 through ICS 225;
 - o EPA's starter guide for water and wastewater utilities "Hazard Mitigation for Natural Disasters";
 - o District EOC contacts list (updated to include Communications Assistant and GIS staff);
 - o District emergency coordinators and monitors list (updated to reflect changes in staff).

INFORMATION TECHNOLOGY AND STRATEGIC PLANNING:

- Cityworks Exemplary User Award - The District's technology team has been selected to receive the Cityworks Exemplary User Award. The award will be presented at the international Cityworks user conference on December 6, 2016. Cityworks is a GIS based, or map-centric enterprise work order and asset management system, which is used to manage District service requests, day-to-day work orders, inspections, and projects in support of our water distribution system. The deployment of Cityworks was a District strategic objective, which was executed by staff nearly two years ago, and was a production system from day one. Otay has been recognized as a leader in both the use of technology and water operations. Past award recipients include The City of Auburn, Alabama, Metropolitan Sewer District of Greater Cincinnati, Ohio, and City of Surrey, British Columbia, Canada.
- American Water Works Association (AWWA) Conference - IT staff members Michael Christensen and Isaac Perez, have been selected to present at the National AWWA Water Infrastructure Conference to be held in April 2017 in Anaheim, California. The presentation will focus on the District's SCADA telecommunications redesign utilizing Metro-Ethernet technology. Members of the AWWA committee contacted

the IT department and took an interest in the District's SCADA telecommunications enhancements. Staff will present an overview of the new design and overall project.

- FBI Cyberhood Watch Program - Staff recently met with local FBI representatives to discuss participation in an online engagement/forum for local agencies across the Southern California region. The objective is to share real-time cyber threats and cyber security information with trusted partners within the same industry sector. Information from the FBI's Cyber Division, FBI's Threat Intelligence, and the Department of Homeland Security will also be available. Staff will submit the application for acceptance later this month.
- Aerial/Oblique Image - Staff participated in the kickoff meeting for the San Diego Regional GIS Council Imagery Collection Project. The project will collect the Aerial/Oblique imagery for agencies within the San Diego region. SanGIS will take the leading role on coordinating the project. The project will save money for each agency by sharing the cost of the overlapping areas.

FINANCE :

- Meter Change-Out Program - The meter replacement program has been running well, replacing less than 100 meters a month. It was expected that as the AMR meters aged, the meter change-out program would change from a maintenance effort to a District-wide replacement program. Over the past three months, the District has seen an increase in the number of register/transponder battery failures of its oldest AMR meters. Based on this activity, and per life cycle schedule, staff is preparing for District-wide replacement. In January, staff plans to bring a new CIP for Board approval to cover this District-wide replacement effort, during the current fiscal year. The multi-year CIP for this program will be incorporated into the upcoming budget through the normal budgeting process.
- Cellular Reading Devices - As a pilot program, Staff will be purchasing 10 cellular reading units to read the construction meters electronically instead of manually. These meters are located throughout the District and cannot be read with the District's Automated Meter Reading system. Cellular technology would allow the meter reads to be transmitted directly to the office on a daily basis.
- FY 2016 CAFR - The CAFR has been completed and was submitted to GFOA for the Certificate of Achievement for Excellence in Financial Reporting.

- **The financial reporting for October 31, 2016 is as follows:**
 - For the four months ending October 31, 2016, there are total revenues of \$35,995,189 and total expenses of \$32,926,875. The revenues exceeded expenses by \$3,068,314.
- **The financial reporting for investments for October 31, 2016 is as follows:**
 - The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of October 31, 2016 total \$84,344,187 with an average yield to maturity of 0.94%. The total earnings year-to-date are \$267,420.

ENGINEERING AND WATER SYSTEM OPERATIONS:

Engineering:

- **927 Zone, Force Main Assessment and Repair Project:** This project consists of inspection, condition assessment, and repair of the existing Ralph W. Chapman Water Reclamation Facility (RWCWRF) 1980 era, 16,000 feet long, 14-inch diameter steel force main. Charles King Company commenced potholing and excavation for replacement blow offs, a new flow metering vault, cathodic protection improvements, and road repairs early October 2016. The fifteen (15) blow off locations included in the contract have been excavated and exposed in preparation for constructing the new blow offs. Pipeline Inspection and Condition Analysis Corporation (PICA) is scheduled to inspect the lower 12,000 feet of force main in early December 2016. The overall project is within budget and on schedule to complete in February 2017. (R2116)
- **36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations:** This project consists of inspection, repairs, and improvements to the District's La Presa 36-Inch Pipeline between San Diego County Water Authority Flow Control Facility Number 11 and the District's Regulatory site. The construction agreement between the District and Underground Pipeline Solutions, Inc. from Alpine, CA was executed on October 31, 2016. The construction agreement will relocate six (6) existing air/vacuum valves from underground vaults to above ground locations. Construction is scheduled to begin in December 2016. The project is within budget and on schedule to complete in February 2017. (P2267)
- **978-1 & 850-2 Reservoir Interior/Exterior Coatings & Upgrades:** This project consists of removing and replacing the interior and exterior coatings of the 978-1 0.5 MG Reservoir and the 850-2 3.1 MG Reservoir, along with providing structural upgrades, to ensure the tanks comply with both State and Federal OSHA standards as well

as the American Water Works Association and the County Health Department standards. The construction agreement between the District and Blastco, Inc. from Downey, CA was executed on October 18, 2016. The contractor is currently processing submittals for the planned work. The project is within budget and on schedule to complete in June 2017. (P2534 & P2544)

- **711-1 & 711-2 Reservoir Interior/Exterior Coatings & Upgrades:** This project consists of removing and replacing the interior and exterior coatings of the 711-1 3.1 MG Reservoir and the 711-2 2.3 MG Reservoir, along with providing structural upgrades, to ensure the tanks comply with both State and Federal OSHA standards as well as the American Water Works Association and the County Health Department standards. The contractor, Advanced Industrial Services, Inc., has completed all work on the 711-1 and 711-2 Reservoirs and the contract was accepted by the District on November 14, 2016. The project is within budget. (P2529 & P2530)
- **Rancho San Diego Basin Sewer Rehabilitation – Phase 1:** This project consists of sewer system improvements at fourteen (14) locations within the Rancho San Diego Basin. The work includes replacement of approximately 3,250 linear feet of 8-inch gravity sewer main and the installation of four (4) new manholes. The contractor, Transtar Pipeline, Inc., has installed sewer along Hillsdale Road, Juliana Street, Donahue Drive, Paseo Grande, Vista Grande Road, Tina Street, Burris Drive, and Fuerte Knolls with final paving and punch list work pending. The project is within budget; however, the contractor has encountered unforeseen soils conditions at Paseo Grande. A request to compensate the contractor for impacts due to the unforeseen conditions will be presented to the Board as contract Change Order No. 4. Similar soils conditions were encountered at Burris Drive. The District's Construction Management firm is currently assessing the impacts presented by the contractor. The contract construction is behind schedule as a result of a late start by the contractor and slow contractor progress. It is anticipated that overall construction will be completed in early December 2016. The contractor has been notified that the project is subject to liquidated damages associated with late delivery beyond those attributed to the unforeseen field conditions. (S2033)
- **Hillsdale Road Potable Water and Sanitary Sewer Replacement:** On June 23, 2016, the District issued a Task Order to Psomas to design about 4,000 feet of new potable water pipeline and replacement of two segments of sanitary sewer located in Hillsdale Road between Jamacha Road and Vista Grande Road. The Preliminary Design Report was submitted to the District on September 30, 2016, followed by the 30% Design Submittal on October 3, 2016. The 60% Design Submittal is due in December 2016. Design is scheduled to be completed in the spring of 2017. Caltrans approval of traffic

control on Jamacha Road will be required as well as County of San Diego permits. (P2573, S2048)

- **Ralph W. Chapman Water Reclamation Facility (RWCWRF) Facility Master Plan:** On February 29, 2016, the District issued a Task Order to Arcadis to prepare a Master Plan for the RWCWRF to develop a phased approach to implement improvements with prioritizing identified improvements considering the needs, overall costs, long-term payback on investment, and other factors. The District assembled a list of projects to begin the study, but Arcadis will draw upon their expertise to identify additional work that would improve the operation of the facility. Improved instrumentation to enhance the operation and automation is also being studied. A draft of the final master plan was submitted to the District on October 21, 2016, with minor comments noted for Arcadis to finalize by December 2016. The final plan will be used for prioritizing future CIP projects. (R2119)
- **Water Facilities Master Plan Update:** This project will update the District's existing Water Resources Master Plan that was previously updated in October 2008 and revised in May 2013. The draft Program Environmental Impact Report (PEIR) 45-day public comment period ended September 17, 2016. The final PEIR and Water Facilities Master Plan Update will be ready for the January 2017 Board Meeting. (P1210)
- **Rosarito Desalination:** NSC Agua, a subsidiary of Consolidated Water Company (CWCO), has finalized a 40-year definitive public-private partnership agreement with the State of Baja California on August 25, 2016. District staff and representatives from NSC Agua continue to coordinate on complying with the California Water Resources Control Board Drinking Water Program regulatory requirements related to source water quality testing. After Board certification of the EIR/EIS on September 7, 2016, a notice of the 30-day public comment period was published in the Federal Register on September 14, 2016. Federal agencies have 90-days to comment on whether they feel the project is in the National Interest. After this 90-day period, the State Dept. will issue a Record of Decision/National Interest Determination and there will be an additional 15-day comment period. If it is determined that the project will be in the National Interest, the Presidential Permit will be issued by January 2017. (P2451)
- **Disposal of Real Estate Properties Declared Surplus by the Board:** The District, through a competitive process based on qualifications and pricing, secured the real estate brokerage services of the Norberg Group to support the disposal of six (6) properties declared surplus by the Board. On November 4, 2016, the District closed escrow on the final property located at Dorchester Street in Spring Valley.

- For the month of October 2016, the District sold 4 meters (6.5 EDUs), generating \$58,408 in revenue. Projection for this period was 9.7 meters (28.5 EDUs), with budgeted revenue of \$270,175. Total revenue for Fiscal Year 2017 is \$706,097 against the annual budget of \$3,242,100.

Water System Operations (reporting for October):

- Throughout the month of October, staff installed new diesel-fuel bulk tanks at the 1004-2 Pump Station and the 1100-1 Hydro Station to provide long-term fuel supply in an extended power outage.
- On October 13, a planned shutdown was performed on Mira Costa Circle in Chula Vista to replace a defective 6-inch fire hydrant valve. Eight residential meters were isolated and two water trailers were strategically placed for customers affected.
- On October 25, staff submitted the revised bacteriological sampling plan to the DDW for approval. This was required due to the population of potable water customers is expected to increase to more than 220,000 by early 2017. The revised plan includes 7 additional sampling sites.
- On November 2, there was a review for the adoption of a new laboratory accreditation standard. Currently ELAP (Environmental Laboratory Accreditation Program (California)) is reviewing the adoption of the NELAC [National Environmental Laboratory Accreditation Conference, (National)], also uses symbol (TNI). There will be ongoing meetings by multiple agencies (City of SD, Helix, Otay, etc.), labs and possibly other outside laboratories to discuss proposed changes and provide comments to the State. The Lab Analyst will be attending these meetings. The proposed changes are not expected to have a big impact on national laboratories, since they are already NELAC compliant. This will, however potentially impact local labs, such as municipalities and Districts. Possible impacts could be an increased cost for certifications, additional documentation requirements, increased staffing needs, and increased costs for outside lab services.
- On November 8, Water Systems staff responded to a main break on 12-inch CCP pipe on Hillsdale Rd. in El Cajon. Initially, there were 55 customers affected on Jalisco Rd., Hillsdale Ln. and Hillsdale Rd. Staff high-lined Jalisco Rd. and Hillsdale Ln. reducing the number of customers affected to 14 meters, three water trailers were on-site. Utility Maintenance worked overnight and completed the repairs on November 9, all meters had their services restored by 3:00pm after flushing and bacteriological testing was completed.

- On the evening of November 13 (Sunday), staff responded to a sanitary sewer overflow near Fair Glen Road in El Cajon. Staff immediately worked to assess and mitigate the issue by clearing the blockage. The blockage was a result of root overgrowth inside a sewer manhole. Staff did not find any evidence that the overflow entered storm drains. Staff performed a CCTV inspection of the adjacent sewer pipe segment, which showed the pipe to be in good condition. Staff has reported this event to the State Water Resources Control Board as a Category 2 Sanitary Sewer Overflow. The sewer manhole will be placed on the "warm spot" inspection cycle which is every 3 months and staff is reviewing several permanent remedies.
- On November 16 and 17, the Department of Homeland Security (DHS) conducted a vulnerability assessment of the Treatment Plant and the Regulatory Site. No significant issues were noted but the final report is still pending.
- On November 18, the State Water Resources Control Board sent their Sanitary Survey Report from their inspection that was conducted at the District from September 27, 28, and 29. Staff is reviewing the report and preparing the expected response within 30 days. A summary of the results and response will be included in the following board report.
- On November 18, the State Water Resources Control Board also approved the revised bacteriological sampling plan that was submitted in October and is effective as of November 21.

Purchases and Change Orders:

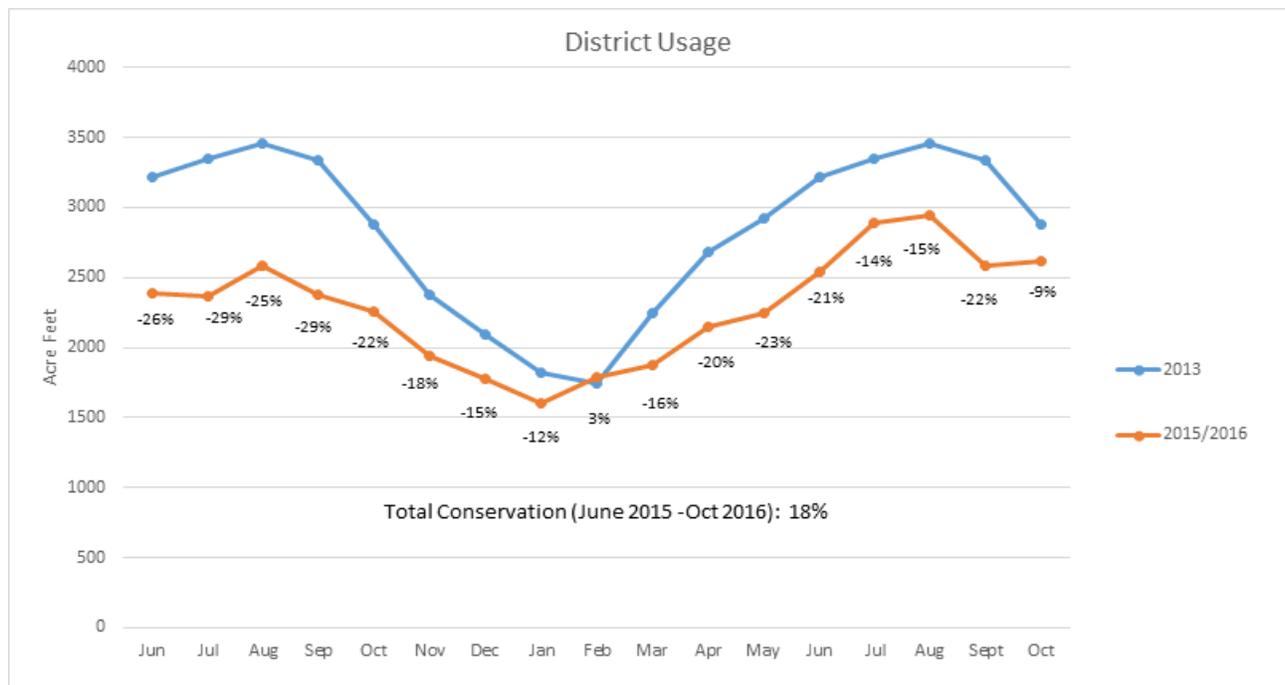
- The following table summarizes purchases and Change Orders issued during the period of October 19, 2016 through November 17, 2016 that were within staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
10/19/2016	P.O.	\$3,500.00	JD7 Technologies	Internal Inspection of 30-inch Pipe
10-21-16	P.O.	\$929.89	Mayer Reprographics	978-1 and 850-2 Reservoirs (P2534 & P2544)
10/26/2016	P.O. & C.O.	49,712.00	Matchpoint Inc.	Leak Detection Survey Services
11/4/16	P.O.	\$4,500	Plant Soup, Inc.	Professional Writing Services

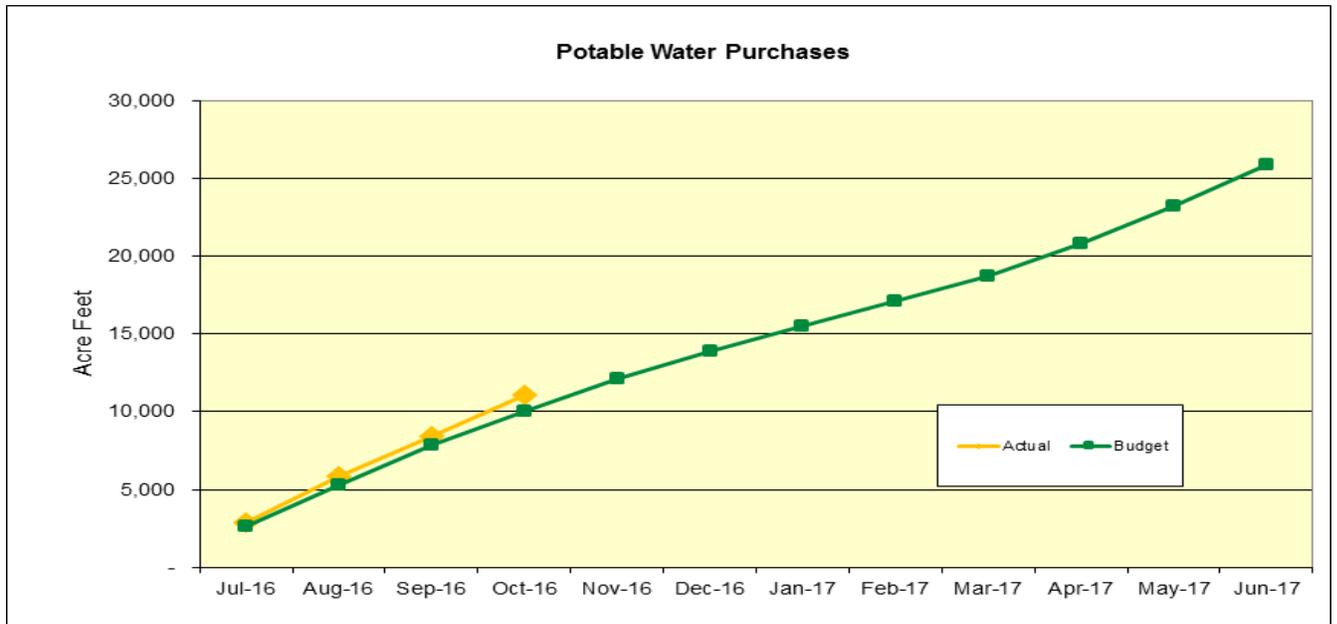
11-4-16	P.O.	\$1,346.36	Mayer Reprographics	36-Inch La Presa Air Vac Relocation Project (P2267)
11-4-16	P.O.	\$1,390.68	Southland Pipe Corp.	Pressure Vessel Repair and Replacement Program (P2559)
11-4-16	P.O.	\$5,887.44	Southwest Valve & Equipment	Pressure Vessel Repair and Replacement Program (P2559)
11/15/16	P.O.	\$2,975	Unisource Solutions, Inc.	Design Services
11-16-16	P.O.	\$1,784.25	Kirk Paving, Inc.	1810 ½ Hillsdale Road (S2033)
11-17-16	P.O.	\$10,500.00	Watchlight Corp.	978-1 Reservoir (P2534)
11-17-16	P.O.	\$10,500.00	Watchlight Corp.	850-2 Reservoir (P2544)

Water Conservation and Sales:

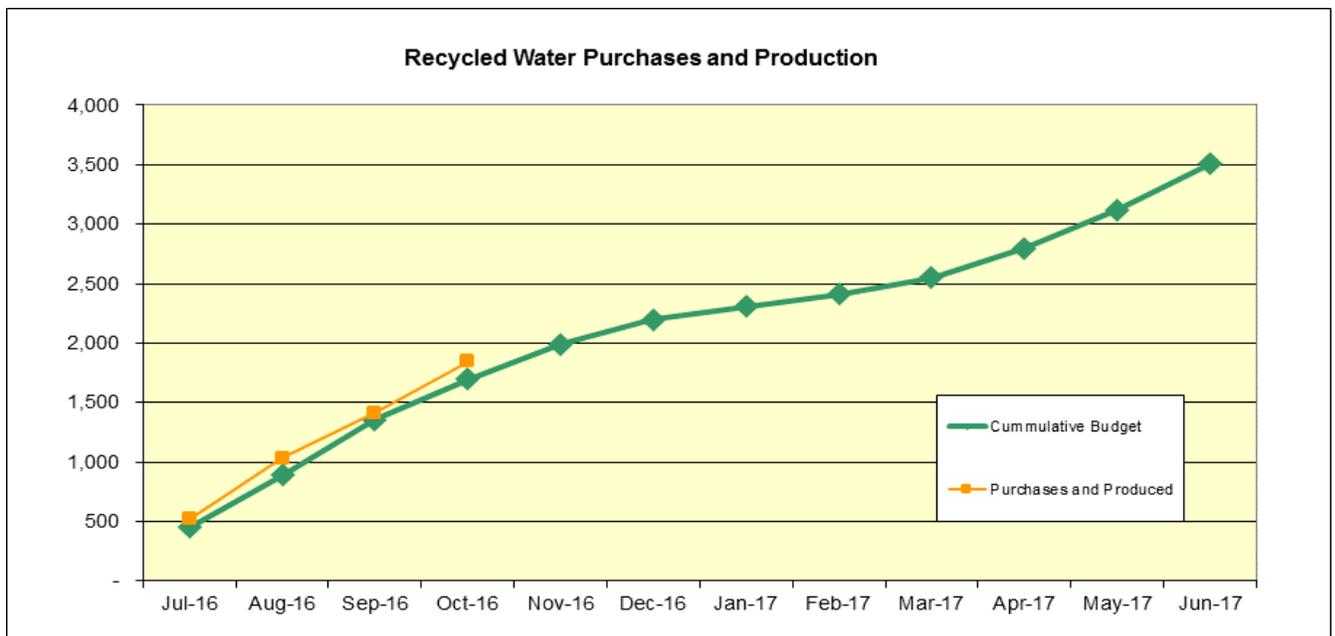
- Water Conservation - October 2016 usage was 9% lower than October 2013 usage. Since the State's conservation mandate began in June 2015, customers have saved an average of 18%.



- The October potable water purchases were 2,617.6 acre-feet which is 20.9% above the budget of 2,164.5 acre-feet. The cumulative purchases through October were 11,047.5 acre-feet which is 10.1% above the cumulative budget of 10,034.9 acre-feet.



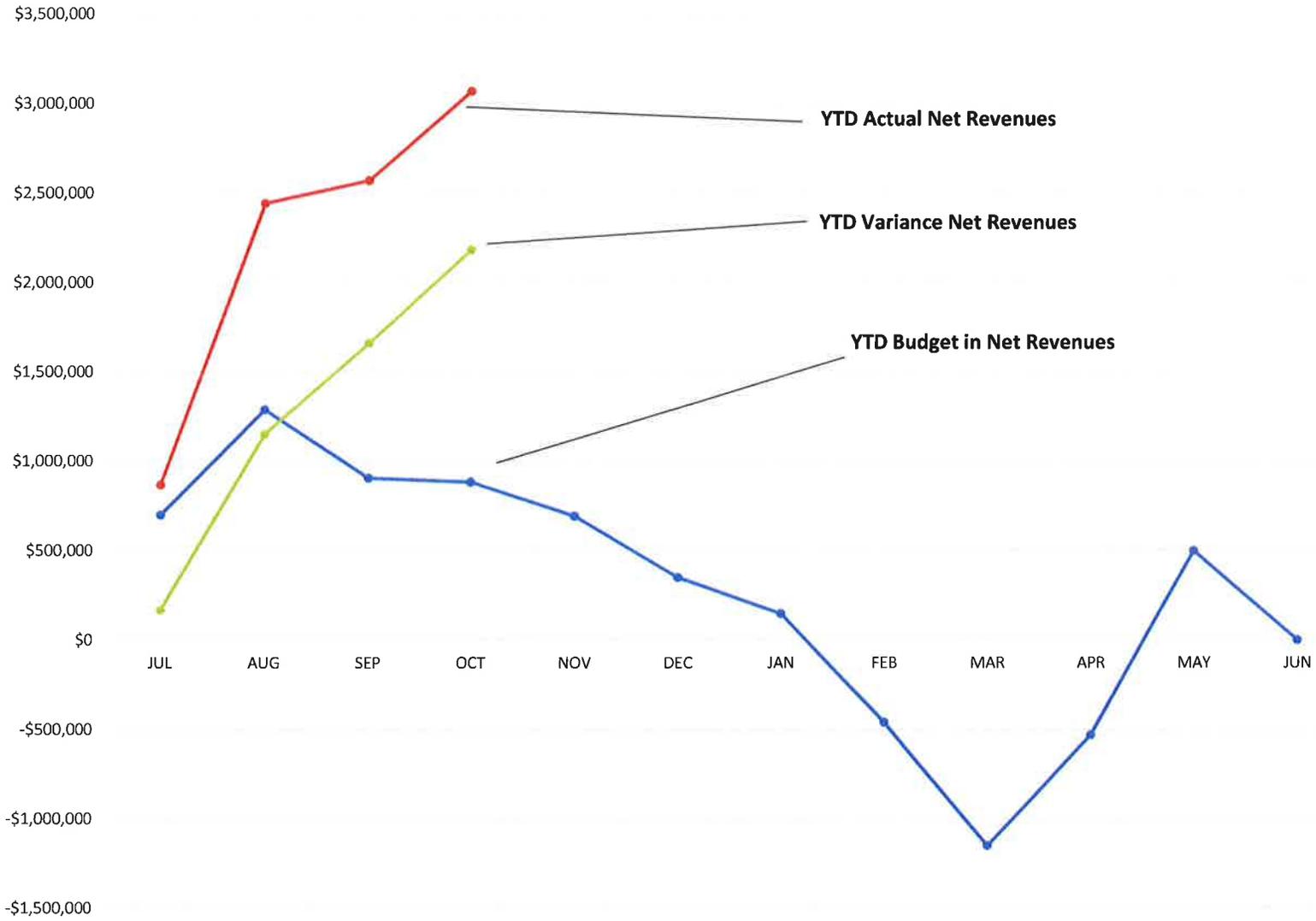
- The October recycled water purchases and production were 437.5 acre-feet which is 28.6% above the budget of 340.4 acre-feet. The cumulative production and purchases through October were 1,848.5 acre-feet which is 9.1% above the cumulative budget of 1,694.8 acre-feet.



Potable, Recycled, and Sewer (Reporting up to the month of October):

- Total number of potable water meters is 49,582.
- Recycled water consumption for the month of October is as follows:
 - Total consumption was 425.9 acre-feet or 138,745,772 gallons and the average daily consumption was 4,475,670 gallons per day.
 - Total cumulative recycled water consumption since July 1, 2016 is 1977.7 acre-feet.
 - Total number of recycled water meters is 712.
- Wastewater flows for the month of October were as follows:
 - Total basin flow, gallons per day: 1,532,452. This is an increase of 4.90% from October 2015.
 - Spring Valley Sanitation District Flow to Metro, gallons per day: 506,504.
 - Total Otay flow, gallons per day: 1,025,968.
 - Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 0.
 - Flow to Metro from Otay Water District was 1,025,968 gallons per day.
- By the end of October there were 6,105 wastewater EDUs.

**COMPARATIVE BUDGET SUMMARY
NET REVENUES AND EXPENSES
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2016**



The year-to-date actual net revenues through October show a positive variance of \$2,184,161.

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR FOUR MONTHS ENDED OCTOBER 31, 2016

	Annual Budget	Actual	Budget	YTD Variance	Var %
REVENUES:					
Potable Water Sales	\$ 44,450,600	\$ 18,317,154	\$ 16,103,100	\$ 2,214,054	13.7%
Recycled Water Sales	8,900,300	4,568,804	4,065,200	503,604	12.4%
Potable Energy Charges	2,164,200	1,160,968	1,025,900	135,068	13.2%
Potable System Charges	12,204,600	4,430,110	4,413,200	16,910	0.4%
Potable MWD & CWA Fixed Charges	12,535,200	4,374,433	4,364,000	10,433	0.2%
Potable Penalties	884,000	258,530	352,500	(93,970)	(26.7%)
Total Water Sales	<u>81,138,900</u>	<u>33,109,999</u>	<u>30,323,900</u>	<u>2,786,099</u>	<u>9.2%</u>
Sewer Charges	2,918,900	1,022,302	1,028,100	(5,798)	(0.6%)
Meter Fees	66,200	21,457	22,100	(643)	(2.9%)
Capacity Fee Revenues	1,248,200	586,000	416,100	169,900	40.8%
Non-Operating Revenues	2,179,300	1,045,298	644,800	400,498	62.1%
Tax Revenues	4,033,100	163,415	149,100	14,315	9.6%
Interest	156,900	46,717	52,300	(5,583)	(10.7%)
Total Revenues	<u>\$ 91,741,500</u>	<u>\$ 35,995,189</u>	<u>\$ 32,636,400</u>	<u>\$ 3,358,789</u>	<u>10.3%</u>
EXPENSES:					
Potable Water Purchases	\$ 31,271,300	\$ 12,870,532	\$ 11,697,000	\$ (1,173,532)	(10.0%)
Recycled Water Purchases	3,615,900	2,096,017	1,857,500	(238,517)	(12.8%)
CWA-Infrastructure Access Charge	1,976,400	644,572	644,400	(172)	(0.0%)
CWA-Customer Service Charge	1,714,200	582,195	582,000	(195)	(0.0%)
CWA-Reliability Charge	1,848,000	633,368	633,200	(168)	0.0%
CWA-Emergency Storage Charge	4,579,800	1,534,685	1,534,800	115	0.0%
MWD-Capacity Res Charge	988,800	320,148	320,000	(148)	(0.0%)
MWD-Readiness to Serve Charge	1,428,000	422,720	529,000	106,280	20.1%
Subtotal Water Purchases	<u>47,422,400</u>	<u>19,104,237</u>	<u>17,797,900</u>	<u>(1,306,337)</u>	<u>(7.3%)</u>
Power Charges	2,938,000	1,176,074	1,136,200	(39,874)	(3.5%)
Payroll & Related Costs	20,899,900	6,267,783	6,278,500	10,717	0.2%
Material & Maintenance	3,456,300	921,043	982,265	61,222	6.2%
Administrative Expenses	4,900,100	1,418,612	1,515,749	97,137	6.4%
Legal Fees	250,000	80,824	83,333	2,509	3.0%
Transfer to General Fund Reserve	1,482,500	494,200	494,200	-	0.0%
Expansion Reserve	4,093,600	1,364,500	1,364,500	-	0.0%
Betterment Reserve	3,466,400	1,155,500	1,155,500	-	0.0%
Replacement Reserve	464,500	154,800	154,800	-	0.0%
Transfer to Sewer General Fund	1,371,800	457,300	457,300	-	0.0%
OPEB Trust	961,000	320,300	320,300	-	0.0%
New Supply Reserve	35,000	11,700	11,700	-	0.0%
Total Expenses	<u>\$ 91,741,500</u>	<u>\$ 32,926,875</u>	<u>\$ 31,752,248</u>	<u>\$ (1,174,627)</u>	<u>(3.7%)</u>
EXCESS REVENUES(EXPENSE)	<u>\$ -</u>	<u>\$ 3,068,314</u>	<u>\$ 884,152</u>	<u>\$ 2,184,161</u>	

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW**

October 31, 2016

INVESTMENT OVERVIEW & MARKET STATUS:

The federal funds rate has remained constant for over 5 years. On December 16, 2015, at the Federal Reserve Board’s regular scheduled meeting, the federal funds rate was increased from 0.25% to 0.50%” in response to the nation’s gradual economic improvement. The Committee judges that there has been considerable improvement in labor market conditions this year, and it is reasonably confident that inflation will rise, over the medium term, to its 2 percent objective. The stance of monetary policy remains accommodative after this increase, thereby supporting further improvement in labor market conditions and a return to 2 percent inflation. There have been no further changes made to the federal funds rate at the Federal Reserve Board’s subsequent regular meetings, the most recent of which was held on November 02, 2016. In determining the timing and size of future adjustments to the target range for the federal funds rate, they went on to say: *“the Committee will assess realized and expected economic conditions relative to its objectives of maximum employment and 2 percent inflation. This assessment will take into account a wide range of information, including measures of labor market conditions, indicators of inflation pressures and inflation expectations, and readings on financial and international developments. In light of the current shortfall of inflation from 2 percent, the Committee will carefully monitor actual and expected progress toward its inflation goal. The Committee expects that economic conditions will evolve in a manner that will warrant only gradual increases in the federal funds rate; the federal funds rate is likely to remain, for some time, below levels that are expected to prevail in the longer run. However, the actual path of the federal funds rate will depend on the economic outlook as informed by incoming data.”*

The District’s effective rate of return for the month of October 2016 was 0.95%, which was two basis points lower than the previous month. At the same time the LAIF return on deposits has improved over the previous month, reaching an average effective yield of 0.65% for the month of October 2016. Based on our success at maintaining a competitive rate of return on our portfolio during this extended period of low interest rates, no changes in investment strategy regarding returns on investment are being considered at this time. The desired portfolio mix is important in mitigating any liquidity risk from unforeseen changes in LAIF or County Pool policy.

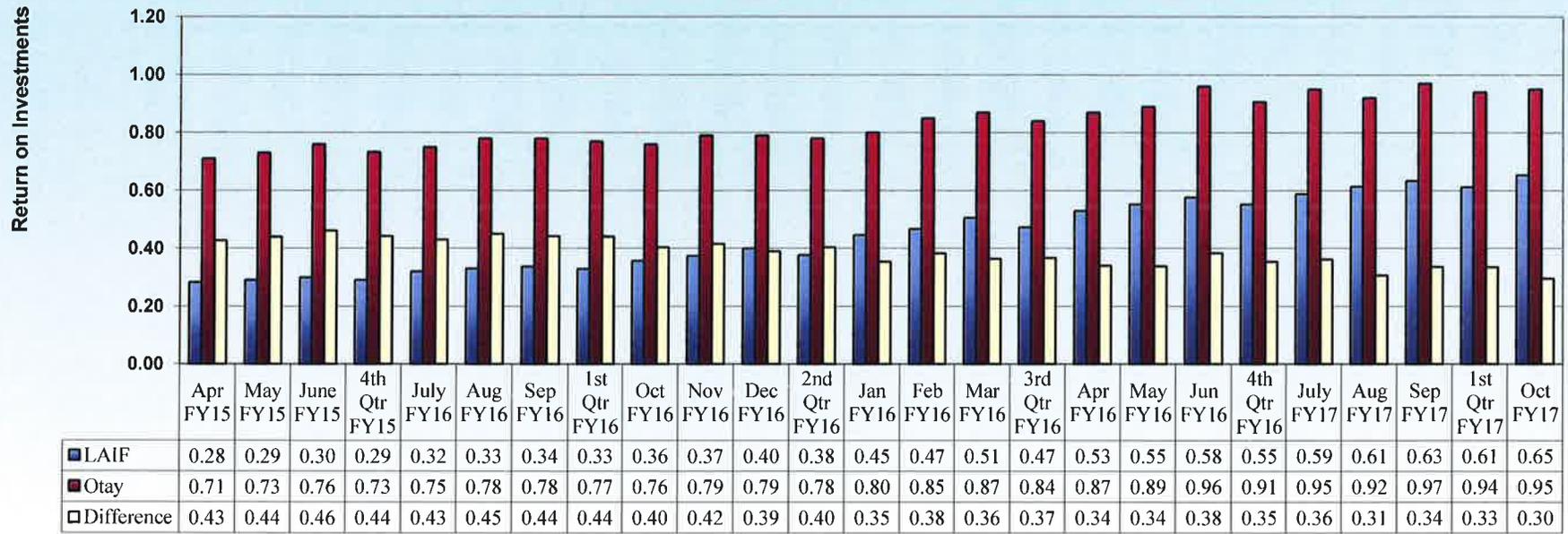
In accordance with the District’s Investment Policy, all District funds continue to be managed based on the objectives, in priority order, of safety, liquidity, and return on investment.

PORTFOLIO COMPLIANCE: October 31, 2016

<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)	\$65 Million	\$65 Million	\$9.75 Million
8.02: Local Agency Investment Fund (Bonds)	100%	100%	0
8.03: Federal Agency Issues	100%	100%	68.31%
8.04: Certificates of Deposit	30%	15%	.10%
8.05: Short-Term Commercial Notes	25%	10%	0
8.06: Medium-Term Commercial Debt	30%	10%	0
8.07: Money Market Mutual Funds	20%	10%	0
8.08: San Diego County Pool	100%	100%	15.90%
12.0: Maximum Single Financial Institution	100%	50%	4.15%

Performance Measure FY-17 Return on Investment

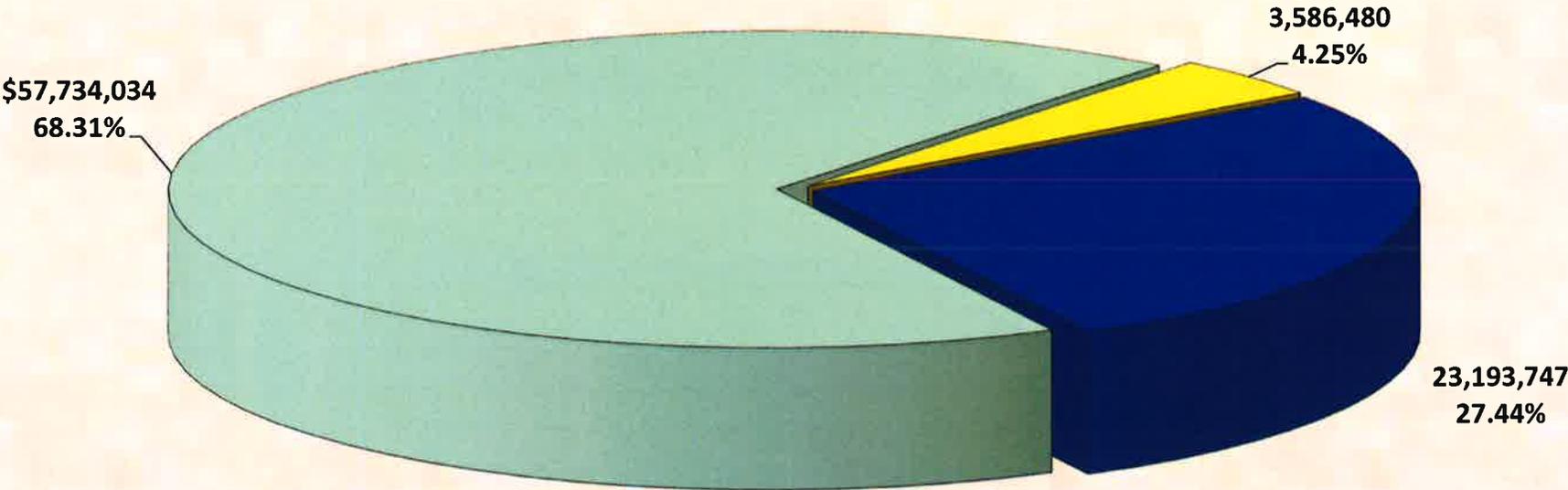
Target: Meet or Exceed 100% of LAIF



Month



Otay Water District Investment Portfolio: 10/31/2016



Total Cash and Investments: \$84,514,261

- Banks (Passbook/Checking/CD)
- Pools (LAIF & County)
- Agencies & Corporate Notes

**Month End
Portfolio Management
Portfolio Summary
October 31, 2016**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Federal Agency Issues- Callable	55,735,000.00	55,637,301.15	55,735,000.00	68.80	954	792	1.050	1.064
Federal Agency Issues - Coupon	2,000,000.00	2,000,380.00	1,999,033.76	2.47	640	146	0.661	0.670
Certificates of Deposit - Bank	81,833.21	81,833.21	81,833.21	0.10	731	447	0.030	0.030
Local Agency Investment Fund (LAIF)	9,754,040.26	9,757,025.31	9,754,040.26	12.04	1	1	0.645	0.654
San Diego County Pool	13,439,706.77	13,363,000.00	13,439,706.77	16.59	1	1	0.942	0.955
Investments	81,010,580.24	80,839,539.67	81,009,614.00	100.00%	673	549	0.972	0.986
Cash								
Passbook/Checking (not included in yield calculations)	3,504,646.92	3,504,646.92	3,504,646.92		1	1	0.162	0.164
Total Cash and Investments	84,515,227.16	84,344,186.59	84,514,260.92		673	549	0.972	0.986

Total Earnings	October 31 Month Ending	Fiscal Year To Date
Current Year	67,151.60	267,419.52
Average Daily Balance	83,108,712.32	84,487,009.45
Effective Rate of Return	0.95%	0.94%

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 May 4, 2016. 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

11-16-16

**Month End
Portfolio Management
Portfolio Details - Investments
October 31, 2016**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity	Maturity Date
Federal Agency Issues- Callable												
3134G5A47	2301	Federal Home Loan Mortgage		06/30/2014	2,000,000.00	2,001,060.00	2,000,000.00	0.650		0.641	59	12/30/2016
3134G8NM7	2345	Federal Home Loan Mortgage		03/29/2016	2,000,000.00	2,000,560.00	2,000,000.00	0.850	AA	0.838	332	09/29/2017
3134G9D38	2363	Federal Home Loan Mortgage		06/29/2016	2,000,000.00	1,995,320.00	2,000,000.00	0.700	AAA	0.690	423	12/29/2017
3130A85A7	2355	Federal Home Loan Bank		05/26/2016	2,000,000.00	1,998,900.00	2,000,000.00	0.900	AAA	0.888	482	02/26/2018
3130A7H73	2346	Federal Home Loan Bank		03/29/2016	2,000,000.00	2,000,320.00	2,000,000.00	1.000	AA	0.986	513	03/29/2018
3133EGJU0	2362	Federal Farm Credit Bank		07/05/2016	2,000,000.00	1,992,740.00	2,000,000.00	0.820	AA	0.809	611	07/05/2018
3130A8KR3	2358	Federal Home Loan Bank		06/23/2016	2,000,000.00	1,995,680.00	2,000,000.00	0.820		0.809	612	07/06/2018
3134G8XA2	2348	Federal Home Loan Mortgage		04/27/2016	2,000,000.00	1,998,000.00	2,000,000.00	1.000	AA	0.986	633	07/27/2018
3133EGBG9	2354	Federal Farm Credit Bank		05/23/2016	2,000,000.00	1,999,640.00	2,000,000.00	1.000		0.986	660	08/23/2018
3130A9C90	2368	Federal Home Loan Bank		09/28/2016	2,000,000.00	1,995,120.00	2,000,000.00	1.050	AA	1.036	696	09/28/2018
3135G0G64	2336	Fannie Mae		10/30/2015	2,000,000.00	1,992,200.00	2,000,000.00	1.100		1.085	727	10/29/2018
3136G2R665	2334	Fannie Mae		11/19/2015	2,000,000.00	2,000,340.00	2,000,000.00	1.150		1.134	748	11/19/2018
3130A6UZ8	2338	Federal Home Loan Bank		12/28/2015	2,000,000.00	2,001,500.00	2,000,000.00	1.375		1.356	787	12/28/2018
3134G9ZR1	2360	Federal Home Loan Mortgage		06/28/2016	2,000,000.00	1,992,580.00	2,000,000.00	1.000		0.986	787	12/28/2018
3134G9AW7	2347	Federal Home Loan Mortgage		04/26/2016	2,000,000.00	1,996,600.00	2,000,000.00	1.150	AA	1.134	906	04/26/2019
3130A7WK7	2352	Federal Home Loan Bank		05/24/2016	2,000,000.00	2,001,520.00	2,000,000.00	1.250		1.233	934	05/24/2019
3133EGCZ6	2357	Federal Farm Credit Bank		06/06/2016	2,000,000.00	2,001,320.00	2,000,000.00	1.300	AA	1.282	947	06/06/2019
3133EGGS8	2359	Federal Farm Credit Bank		06/27/2016	2,000,000.00	1,992,580.00	2,000,000.00	1.200	AA	1.184	968	06/27/2019
3134G9SL2	2356	Federal Home Loan Mortgage		06/28/2016	2,000,000.00	2,000,880.00	2,000,000.00	1.300		1.282	969	06/28/2019
3133EGJR7	2361	Federal Farm Credit Bank		07/05/2016	2,000,000.00	1,992,680.00	2,000,000.00	1.020		1.006	976	07/05/2019
3136G33N3	2364	Federal National Mortgage Assoc		08/30/2016	1,030,000.00	1,024,942.70	1,030,000.00	1.125		1.110	1,030	08/28/2019
3136G33N3	2365	Federal National Mortgage Assoc		08/30/2016	2,705,000.00	2,691,718.45	2,705,000.00	1.125		1.110	1,030	08/28/2019
3136G33N3	2366	Federal National Mortgage Assoc		08/30/2016	2,000,000.00	1,990,180.00	2,000,000.00	1.125		1.110	1,030	08/28/2019
3136G34U6	2367	Federal National Mortgage Assoc		08/30/2016	2,000,000.00	1,993,220.00	2,000,000.00	1.125		1.110	1,030	08/28/2019
3133EGWF8	2369	Federal Farm Credit Bank		10/03/2016	2,000,000.00	2,000,060.00	2,000,000.00	1.170		1.154	1,066	10/03/2019
3130A9NJ6	2371	Federal Home Loan Bank		10/26/2016	2,000,000.00	1,996,700.00	2,000,000.00	1.200	AA	1.183	1,074	10/11/2019
3136G4DR1	2373	Federal National Mortgage Assoc		10/27/2016	2,000,000.00	1,994,280.00	2,000,000.00	1.100	AA	1.085	1,080	10/17/2019
3136G4DZ3	2370	Federal National Mortgage Assoc		10/25/2016	2,000,000.00	1,996,660.00	2,000,000.00	1.200	AA	1.184	1,088	10/25/2019
Subtotal and Average			55,864,032.26		55,735,000.00	55,637,301.15	55,735,000.00			1.050	792	
Federal Agency Issues - Coupon												
3133EEC73	2329	Federal Farm Credit Bank		06/26/2015	2,000,000.00	2,000,380.00	1,999,033.76	0.550	AA	0.661	146	03/27/2017
Subtotal and Average			1,998,940.90		2,000,000.00	2,000,380.00	1,999,033.76			0.661	146	

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**Month End
Portfolio Management
Portfolio Details - Investments
October 31, 2016**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity	Maturity Date
Certificates of Deposit - Bank												
2050003183-7	2341	California Bank & Trust		01/22/2016	81,833.21	81,833.21	81,833.21	0.030		0.030	447	01/22/2018
Subtotal and Average			81,833.21		81,833.21	81,833.21	81,833.21			0.030	447	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA			9,754,040.26	9,757,025.31	9,754,040.26	0.654		0.645	1	
LAIF BABS 2010	9012	STATE OF CALIFORNIA		07/01/2016	0.00	0.00	0.00	0.267		0.263	1	
Subtotal and Average			9,767,664.29		9,754,040.26	9,757,025.31	9,754,040.26			0.645	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County			13,439,706.77	13,363,000.00	13,439,706.77	0.955		0.942	1	
Subtotal and Average			13,422,729.66		13,439,706.77	13,363,000.00	13,439,706.77			0.942	1	
Total and Average			83,108,712.32		81,010,580.24	80,839,539.67	81,009,614.00			0.972	549	

**Month End
Portfolio Management
Portfolio Details - Cash
October 31, 2016**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM	Days to 360 Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA			2,034,002.31	2,034,002.31	2,034,002.31	0.010		0.010	1
PETTY CASH	9003	STATE OF CALIFORNIA			2,950.00	2,950.00	2,950.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA			1,386,835.27	1,386,835.27	1,386,835.27	0.400		0.395	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2016	27,861.29	27,861.29	27,861.29			0.000	1
RESERVE-10 COPS	9010	STATE OF CALIFORNIA			8,084.06	8,084.06	8,084.06	0.010		0.010	1
RESERVE-10 BABS	9011	STATE OF CALIFORNIA			21,231.33	21,231.33	21,231.33	0.010		0.010	1
UBNA-2010 BOND	9013	STATE OF CALIFORNIA		07/01/2016	0.00	0.00	0.00			0.000	1
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA		07/01/2016	23,682.66	23,682.66	23,682.66			0.000	1
		Average Balance	0.00								1
Total Cash and Investments			83,108,712.32		84,515,227.16	84,344,186.59	84,514,260.92			0.972	549

**Month End
GASB 31 Compliance Detail
Sorted by Fund - Fund
October 1, 2016 - October 31, 2016**

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												
3134G9D38	2363	99	Fair Value	12/29/2017	1,997,040.00	0.00	0.00	0.00	0.00	-1,720.00	1,995,320.00	
3134G9ZR1	2360	99	Fair Value	12/28/2018	1,995,980.00	0.00	0.00	0.00	0.00	-3,400.00	1,992,580.00	
3134G9SL2	2356	99	Amortized	06/28/2019	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00	
3134G8ZM4	2351	99	Fair Value	04/29/2019	2,000,040.00	0.00	0.00	2,000,000.00	0.00	-40.00	0.00	
3134G8NM7	2345	99	Amortized	09/29/2017	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00	
3134G9AW7	2347	99	Fair Value	04/26/2019	2,000,520.00	0.00	0.00	0.00	0.00	-3,920.00	1,996,600.00	
3134G5A47	2301	99	Fair Value	12/30/2016	2,001,400.00	0.00	0.00	0.00	0.00	-340.00	2,001,060.00	
3134G8XA2	2348	99	Fair Value	07/27/2018	2,000,280.00	0.00	0.00	0.00	0.00	-2,280.00	1,998,000.00	
3134G9AF4	2350	99	Fair Value	04/26/2018	2,000,720.00	0.00	0.00	2,000,000.00	0.00	-720.00	0.00	
3134G8VW5	2349	99	Fair Value	10/27/2017	2,000,000.00	0.00	0.00	2,000,000.00	0.00	0.00	0.00	
3136G4DZ3	2370	99	Fair Value	10/25/2019	0.00	2,000,000.00	0.00	0.00	0.00	-3,340.00	1,996,660.00	
3136G34U6	2367	99	Fair Value	08/28/2019	1,999,620.00	0.00	0.00	0.00	0.00	-6,400.00	1,993,220.00	
3136G4DR1	2373	99	Fair Value	10/17/2019	0.00	2,000,000.00	0.00	0.00	0.00	-5,720.00	1,994,280.00	
3136G33N3	2366	99	Fair Value	08/28/2019	1,995,940.00	0.00	0.00	0.00	0.00	-5,760.00	1,990,180.00	
3136G33N3	2364	99	Fair Value	08/28/2019	1,027,909.10	0.00	0.00	0.00	0.00	-2,966.40	1,024,942.70	
3136G33N3	2365	99	Fair Value	08/28/2019	2,699,508.85	0.00	0.00	0.00	0.00	-7,790.40	2,691,718.45	
3130A8KR3	2358	99	Fair Value	07/06/2018	1,998,020.00	0.00	0.00	0.00	0.00	-2,340.00	1,995,680.00	
3130A9NJ6	2371	99	Fair Value	10/11/2019	0.00	2,000,000.00	0.00	0.00	0.00	-3,300.00	1,996,700.00	
3130A7H73	2346	99	Fair Value	03/29/2018	2,001,200.00	0.00	0.00	0.00	0.00	-880.00	2,000,320.00	
3130A85A7	2355	99	Fair Value	02/26/2018	2,000,120.00	0.00	0.00	0.00	0.00	-1,220.00	1,998,900.00	
3130A7WK7	2352	99	Fair Value	05/24/2019	2,003,200.00	0.00	0.00	0.00	0.00	-1,680.00	2,001,520.00	
3130A9C90	2368	99	Fair Value	09/28/2018	1,998,180.00	0.00	0.00	0.00	0.00	-3,060.00	1,995,120.00	
3130A6UZ8	2338	99	Amortized	12/28/2018	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00	
RESERVE-10 BABS	9011	99	Amortized		21,227.52	0.00	3.81	0.00	0.00	0.00	21,231.33	
LAIF BABS 2010	9012	99	Fair Value		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
RESERVE-10 COPS	9010	99	Amortized		8,082.56	0.00	1.50	0.00	0.00	0.00	8,084.06	
UNION OPERATING	9004	99	Amortized		851,755.74	0.00	772,459.63	237,380.10	0.00	0.00	1,386,835.27	
PAYROLL	9005	99	Amortized		27,861.29	0.00	0.00	0.00	0.00	0.00	27,861.29	
UNION MONEY	9002	99	Amortized		2,010,002.30	0.00	4,062,891.20	4,038,891.19	0.00	0.00	2,034,002.31	
PETTY CASH	9003	99	Amortized		2,950.00	0.00	0.00	0.00	0.00	0.00	2,950.00	

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**Month End
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											
UBNA-FLEX ACCT	9014	99	Amortized		29,538.46	0.00	0.00	5,855.80	0.00	0.00	23,682.66
UBNA-2010 BOND	9013	99	Amortized		0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAIF	9001	99	Fair Value		9,143,171.73	0.00	5,813,665.78	5,200,000.00	0.00	187.80	9,757,025.31
3133EGWF8	2369	99	Amortized	10/03/2019	0.00	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00
3133EEC73	2329	99	Amortized	03/27/2017	1,998,835.22	0.00	0.00	0.00	198.54	0.00	1,999,033.76
3133EGBG9	2354	99	Fair Value	08/23/2018	1,999,920.00	0.00	0.00	0.00	0.00	-280.00	1,999,640.00
3133EGGS8	2359	99	Fair Value	06/27/2019	1,998,560.00	0.00	0.00	0.00	0.00	-5,980.00	1,992,580.00
3133EGCZ6	2357	99	Fair Value	06/06/2019	2,003,480.00	0.00	0.00	0.00	0.00	-2,160.00	2,001,320.00
3133EGJR7	2361	99	Amortized	07/05/2019	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00
3133EGJU0	2362	99	Fair Value	07/05/2018	1,995,280.00	0.00	0.00	0.00	0.00	-2,540.00	1,992,740.00
2050003183-7	2341	99	Amortized	01/22/2018	81,833.21	0.00	0.00	0.00	0.00	0.00	81,833.21
3136G2R665	2334	99	Amortized	11/19/2018	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00
3135G0G64	2336	99	Amortized	10/29/2018	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00
SD COUNTY POOL	9007	99	Fair Value		13,396,000.00	0.00	29,238.36	0.00	0.00	-62,238.36	13,363,000.00
Subtotal					81,288,175.98	8,000,000.00	10,678,260.28	15,482,127.09	198.54	-129,887.36	84,354,620.35
Total					81,288,175.98	8,000,000.00	10,678,260.28	15,482,127.09	198.54	-129,887.36	84,354,620.35

**Month End
Activity Report
Sorted By Issuer
October 1, 2016 - October 31, 2016**

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: STATE OF CALIFORNIA										
Union Bank										
UNION MONEY	9002	STATE OF CALIFORNIA			0.010		4,062,891.20	4,038,891.19		
UNION OPERATING	9004	STATE OF CALIFORNIA			0.400		772,459.63	237,380.10		
RESERVE-10 COPS	9010	STATE OF CALIFORNIA			0.010		1.50	0.00		
RESERVE-10 BABS	9011	STATE OF CALIFORNIA			0.010		3.81	0.00		
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA					0.00	5,855.80		
Subtotal and Balance				2,951,417.87			4,835,356.14	4,282,127.09		3,504,646.92
Local Agency Investment Fund (LAIF)										
LAIF	9001	STATE OF CALIFORNIA			0.654		5,813,665.78	5,200,000.00		
Subtotal and Balance				9,140,374.48			5,813,665.78	5,200,000.00		9,754,040.26
Issuer Subtotal			15.688%	12,091,792.35			10,649,021.92	9,482,127.09		13,258,687.18
Issuer: California Bank & Trust										
Certificates of Deposit - Bank										
Subtotal and Balance				81,833.21						81,833.21
Issuer Subtotal			0.097%	81,833.21			0.00	0.00		81,833.21
Issuer: Fannie Mae										
Federal Agency Issues- Callable										
Subtotal and Balance				4,000,000.00						4,000,000.00
Issuer Subtotal			4.733%	4,000,000.00			0.00	0.00		4,000,000.00
Issuer: Federal Farm Credit Bank										
Federal Agency Issues- Callable										
3133EGWF8	2369	Federal Farm Credit Bank			1.170	10/03/2016	2,000,000.00	0.00		

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**Month End
Activity Report
October 1, 2016 - October 31, 2016**

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Subtotal and Balance				10,000,000.00			2,000,000.00	0.00	12,000,000.00
Federal Agency Issues - Coupon									
Subtotal and Balance				2,000,000.00					2,000,000.00
Issuer Subtotal			16.565%	12,000,000.00			2,000,000.00	0.00	14,000,000.00
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
3130A9NJ6	2371	Federal Home Loan Bank			1.200	10/26/2016	2,000,000.00	0.00	
Subtotal and Balance				12,000,000.00			2,000,000.00	0.00	14,000,000.00
Issuer Subtotal			16.565%	12,000,000.00			2,000,000.00	0.00	14,000,000.00
Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
3134G8VW5	2349	Federal Home Loan Mortgage			0.850	10/27/2016	0.00	2,000,000.00	
3134G9AF4	2350	Federal Home Loan Mortgage			1.050	10/26/2016	0.00	2,000,000.00	
3134G8ZM4	2351	Federal Home Loan Mortgage			1.300	10/29/2016	0.00	2,000,000.00	
Subtotal and Balance				20,000,000.00			0.00	6,000,000.00	14,000,000.00
Issuer Subtotal			16.565%	20,000,000.00			0.00	6,000,000.00	14,000,000.00
Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
3136G4DZ3	2370	Federal National Mortgage Assoc			1.200	10/25/2016	2,000,000.00	0.00	
3136G4DR1	2373	Federal National Mortgage Assoc			1.100	10/27/2016	2,000,000.00	0.00	
Subtotal and Balance				7,735,000.00			4,000,000.00	0.00	11,735,000.00
Issuer Subtotal			13.885%	7,735,000.00			4,000,000.00	0.00	11,735,000.00
Issuer: San Diego County									
San Diego County Pool									
SD COUNTY POOL	9007	San Diego County			0.955		29,238.36	0.00	
Subtotal and Balance				13,410,468.41			29,238.36	0.00	13,439,706.77

**Month End
Activity Report
October 1, 2016 - October 31, 2016**

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
		Issuer Subtotal	15.902%	13,410,468.41			29,238.36	0.00	13,439,706.77
		Total	100.000%	81,319,093.97			18,678,260.28	15,482,127.09	84,515,227.16

**Month End
Duration Report
Sorted by Investment Type - Investment Type
Through 10/31/2016**

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 360	Current Yield	Maturity/ Call Date	Modified Duration
3134G5A47	2301	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,001,060.00	.6500000	0.641	0.544	12/30/2016	0.161
3136G2R665	2334	99	Fannie Mae	Amort	2,000,000.00	2,000,000.00	2,000,340.00	1.150000	1.134	1.142	11/19/2018	2.009
3135G0G64	2336	99	Fannie Mae	Amort	2,000,000.00	2,000,000.00	1,992,200.00	1.100000	1.085	1.299	10/29/2018	1.965
3130A6UZ8	2338	99	Federal Home Loan Bank	Amort	2,000,000.00	2,000,000.00	2,001,500.00	1.375000	1.356	1.340	12/28/2018	2.110
3134G8NM7	2345	99	Federal Home Loan Mortgage	Amort	2,000,000.00	2,000,000.00	2,000,560.00	.8500000	0.838	0.819	09/29/2017	0.904
3130A7H73	2346	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,000,320.00	1.000000	0.986	0.989	03/29/2018	1.396
3134G9AW7	2347	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,996,600.00	1.150000	1.134	1.220	04/26/2019	2.442
3134G8XA2	2348	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,998,000.00	1.000000	0.986	1.058	07/27/2018	1.718
3130A7WK7	2352	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,001,520.00	1.250000	1.233	1.220	05/24/2019	2.502
3133EGBG9	2354	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,999,640.00	1.000000	0.986	1.010	08/23/2018	1.787
3130A85A7	2355	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,998,900.00	.9000000	0.888	1.011	02/26/2018	1.305
3134G9SL2	2356	99	Federal Home Loan Mortgage	Amort	2,000,000.00	2,000,000.00	2,000,880.00	1.300000	1.282	1.283	06/28/2019	2.593
3133EGCZ6	2357	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	2,001,320.00	1.300000	1.282	1.274	06/06/2019	2.533
3130A8KR3	2358	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,995,680.00	.8200000	0.809	0.950	07/06/2018	1.659
3133EGGS8	2359	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,992,580.00	1.200000	1.184	1.343	06/27/2019	2.594
3134G9ZR1	2360	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,992,580.00	1.000000	0.986	1.175	12/28/2018	2.121
3133EGJR7	2361	99	Federal Farm Credit Bank	Amort	2,000,000.00	2,000,000.00	1,992,680.00	1.020000	1.006	1.159	07/05/2019	2.624
3133EGJU0	2362	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,992,740.00	.8200000	0.809	1.039	07/05/2018	1.656
3134G9D38	2363	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,995,320.00	.7000000	0.690	0.903	12/29/2017	1.150
3136G33N3	2364	99	Federal National Mortgage Assoc	Fair	1,030,000.00	1,030,000.00	1,024,942.70	1.125000	1.110	1.303	08/28/2019	2.765
3136G33N3	2365	99	Federal National Mortgage Assoc	Fair	2,705,000.00	2,705,000.00	2,691,718.45	1.125000	1.110	1.303	08/28/2019	2.765
3136G33N3	2366	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,990,180.00	1.125000	1.110	1.303	08/28/2019	2.765
3136G34U6	2367	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,993,220.00	1.125000	1.110	1.248	08/28/2019	2.766
3130A9C90	2368	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,995,120.00	1.050000	1.036	1.180	09/28/2018	1.881
3133EGWF8	2369	99	Federal Farm Credit Bank	Amort	2,000,000.00	2,000,000.00	2,000,060.00	1.170000	1.154	1.169	10/03/2019	2.861
3136G4DZ3	2370	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,996,660.00	1.200000	1.184	1.257	10/25/2019	2.920
3130A9NJ6	2371	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,996,700.00	1.200000	1.183	1.257	10/11/2019	2.882
3136G4DR1	2373	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,994,280.00	1.100000	1.085	1.199	10/17/2019	2.903

**Month End
Duration Report
Sorted by Investment Type - Investment Type
Through 10/31/2016**

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 360	Current Yield	Maturity/ Call Date	Modified Duration
3133EEC73	2329	99	Federal Farm Credit Bank	Amort	1,999,033.76	2,000,000.00	2,000,380.00	.5500000	0.661	0.512	03/27/2017	0.400
2050003183-7	2341	99	California Bank & Trust	Amort	81,833.21	81,833.21	81,833.21	.0300000	0.030	0.030	01/22/2018	1.223
LAIF	9001	99	STATE OF CALIFORNIA	Fair	9,754,040.26	9,754,040.26	9,757,025.31	.6540000	0.645	0.654		0.000
LAIF BABS 2010	9012	99	STATE OF CALIFORNIA	Fair	0.00	0.00	0.00	.2670000	0.263	0.267		0.000
SD COUNTY	9007	99	San Diego County	Fair	13,439,706.77	13,439,706.77	13,363,000.00	.9550000	0.942	0.955		0.000
Report Total					81,009,614.00	81,010,580.24	80,839,539.67			1.035		1.477

**Month End
Interest Earnings
Sorted by Fund - Fund
October 1, 2016 - October 31, 2016
Yield on Beginning Book Value**

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Annualized Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Treasury Fund												
3134G9D38	2363	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/29/2017	0.700	0.687	1,166.66	0.00	1,166.66
3134G9ZR1	2360	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/28/2018	1.000	0.981	1,666.66	0.00	1,666.66
3134G9SL2	2356	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	06/28/2019	1.300	1.276	2,166.66	0.00	2,166.66
3134G8ZM4	2351	99	MC1	0.00	2,000,000.00	0.00	04/29/2019	1.300	1.318	2,022.22	0.00	2,022.22
3134G8NM7	2345	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	09/29/2017	0.850	0.834	1,416.67	0.00	1,416.67
3134G9AW7	2347	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	04/26/2019	1.150	1.128	1,916.66	0.00	1,916.66
3134G5A47	2301	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/30/2016	0.650	0.638	1,083.33	0.00	1,083.33
3134G8XA2	2348	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	07/27/2018	1.000	0.981	1,666.66	0.00	1,666.66
3134G9AF4	2350	99	MC1	0.00	2,000,000.00	0.00	04/26/2018	1.050	1.065	1,458.33	0.00	1,458.33
3134G8VWV5	2349	99	MC1	0.00	2,000,000.00	0.00	10/27/2017	0.850	0.862	1,227.78	0.00	1,227.78
3136G4DZ3	2370	99	MC1	2,000,000.00	0.00	2,000,000.00	10/25/2019	1.200	1.043	400.00	0.00	400.00
3136G34U6	2367	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	08/28/2019	1.125	1.104	1,875.00	0.00	1,875.00
3136G4DR1	2373	99	MC1	2,000,000.00	0.00	2,000,000.00	10/17/2019	1.100	0.892	244.45	0.00	244.45
3136G33N3	2366	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	08/28/2019	1.125	1.104	1,875.00	0.00	1,875.00
3136G33N3	2364	99	MC1	1,030,000.00	1,030,000.00	1,030,000.00	08/28/2019	1.125	1.104	965.63	0.00	965.63
3136G33N3	2365	99	MC1	2,705,000.00	2,705,000.00	2,705,000.00	08/28/2019	1.125	1.104	2,535.94	0.00	2,535.94
3130A8KR3	2358	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	07/06/2018	0.820	0.805	1,366.67	0.00	1,366.67
3130A9NJ6	2371	99	MC1	2,000,000.00	0.00	2,000,000.00	10/11/2019	1.200	1.014	333.33	0.00	333.33
3130A7H73	2346	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	03/29/2018	1.000	0.981	1,666.67	0.00	1,666.67
3130A85A7	2355	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	02/26/2018	0.900	0.883	1,500.00	0.00	1,500.00
3130A7WK7	2352	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	05/24/2019	1.250	1.226	2,083.34	0.00	2,083.34
3130A9C90	2368	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	09/28/2018	1.050	1.030	1,750.00	0.00	1,750.00
3130A6UZ8	2338	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/28/2018	1.375	1.349	2,291.66	0.00	2,291.66
RESERVE-10 BABS	9011	99	PA1	21,231.33	21,227.52	21,231.33		0.010	0.010	0.18	0.00	0.18
RESERVE-10 COPS	9010	99	PA1	8,084.06	8,082.56	8,084.06		0.010	0.010	0.07	0.00	0.07
UNION OPERATING	9004	99	PA1	1,386,835.27	851,755.74	1,386,835.27		0.400	0.759	549.00	0.00	549.00
UNION MONEY	9002	99	PA1	2,034,002.31	2,010,002.30	2,034,002.31		0.010	0.001	2.30	0.00	2.30
LAIF	9001	99	LA1	9,754,040.26	9,140,374.48	9,754,040.26		0.654	0.699	5,425.47	0.00	5,425.47
3133EGWF8	2369	99	MC1	2,000,000.00	0.00	2,000,000.00	10/03/2019	1.170	1.145	1,820.00	0.00	1,820.00

Data Updated: SET_ME8: 11/16/2016 10:14
Run Date: 11/16/2016 - 10:14

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Report Ver. 7.3.5

**Month End
Interest Earnings
October 1, 2016 - October 31, 2016**

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Annualized Rate	Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Treasury Fund												
3133EEC73	2329	99	FAC	2,000,000.00	1,998,835.22	1,999,033.76	03/27/2017	0.550	0.657	916.66	198.54	1,115.20
3133EGBG9	2354	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	08/23/2018	1.000	0.981	1,666.67	0.00	1,666.67
3133EGGS8	2359	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	06/27/2019	1.200	1.177	2,000.00	0.00	2,000.00
3133EGCZ6	2357	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	06/06/2019	1.300	1.276	2,166.66	0.00	2,166.66
3133EGJR7	2361	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	07/05/2019	1.020	1.001	1,700.00	0.00	1,700.00
3133EGJU0	2362	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	07/05/2018	0.820	0.805	1,366.66	0.00	1,366.66
2050003183-7	2341	99	BCD	81,833.21	81,833.21	81,833.21	01/22/2018	0.030	0.031	2.12	0.00	2.12
3136G2R665	2334	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	11/19/2018	1.150	1.141	1,937.50	0.00	1,937.50
3135G0G64	2336	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	10/29/2018	1.100	1.079	1,833.33	0.00	1,833.33
SD COUNTY POOL	9007	99	LA3	13,439,706.77	13,410,468.41	13,439,706.77		0.955	0.956	10,887.12	0.00	10,887.12
Subtotal				84,460,733.21	81,257,579.44	84,459,766.97		0.948		66,953.06	198.54	67,151.60
Total				84,460,733.21	81,257,579.44	84,459,766.97		0.948		66,953.06	198.54	67,151.60



STAFF REPORT

TYPE MEETING: Regular Board MEETING DATE: December 7, 2016
SUBMITTED BY: Rita Bell, Finance Manager, RWB W.O./G.F. NO: DIV. NO.
Treasury & Accounting Services
APPROVED BY: Joseph Beachem, Chief Financial Officer (Chief)
APPROVED BY: German Alvarez, Assistant General Manager (Asst. GM)
SUBJECT: Accounts Payable Demand List

PURPOSE:

Attached is the list of demands for the Board's information.

FISCAL IMPACT:

Table with 2 columns: SUMMARY FOR PERIOD 10/20/2016 - 11/23/2016 and NET DEMANDS. Rows include CHECKS (2046953 - 2047171) \$ 2,402,499.11, VOID CHECKS (1) (\$ 175.30), TOTAL CHECKS \$ 2,402,323.81, WIRE TO: CALPERS - OTHER POST EMPLOYMENT BENEFITS (MONTHLY) \$ 124,500.00, CITY OF CHULA VISTA - BI-MONTHLY SEWER CHARGES (SEPT-OCT 2016) \$ 3,335,966.77, CITY TREASURER - RECLAIMED WATER PURCHASE (10/1/16-10/31/16) \$ 331,827.21, CITY TREASURER - RECLAIMED WATER PURCHASE (SEPT 2016) \$ 232,755.12, OTAY WATER DISTRICT - BI-WEEKLY PAYROLL DEDUCTION \$ 651.00, OTAY WATER DISTRICT - BI-WEEKLY PAYROLL DEDUCTION \$ 637.00, PREFERRED BENEFIT INSURANCE - DENTAL & COBRA CLAIMS (OCT 2016) \$ 12,898.44, SAN DIEGO COUNTY WATER AUTH - CAPACITY FEES COLLECTED (7/1/16-9/30/16) \$ 233,262.00, SAN DIEGO COUNTY WATER AUTH - WATER DELIVERIES & CHARGES (SEPT 2016) \$ 3,857,228.66, SPECIAL DISTRICT RISK - HEALTH ADMINISTRATION (NOV 2016) \$ 300,482.82, STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION \$ 237.69, STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION \$ 621.22, STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION \$ 237.69, STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION \$ 621.22, STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION \$ 237.69, STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION \$ 621.22, UNION BANK - BI-WEEKLY PAYROLL TAXES \$ 143,897.34, UNION BANK - BI-WEEKLY PAYROLL TAXES \$ 148,933.85, UNION BANK - BI-WEEKLY PAYROLL TAXES \$ 142,805.64, UNION BANK NA - COPS 1996 (MONTHLY) \$ 5,472.46, TOTAL CASH DISBURSEMENTS \$ 11,276,218.85

RECOMMENDED ACTION:

That the Board received the attached list of demands.

Jb/Attachment

CHECK REGISTER

Otay Water District

Date Range: 10/20/2016 - 11/23/2016

Check #	Date	Vendor	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2047037	11/09/16	01910	ABCANA INDUSTRIES	996980	10/20/16	SODIUM HYPOCHLORITE	3,844.66	10,102.92
				996653	10/13/16	SODIUM HYPOCHLORITE	3,332.74	
				996657	10/13/16	SODIUM HYPOCHLORITE	1,126.60	
				996981	10/20/16	SODIUM HYPOCHLORITE	941.24	
				996655	10/13/16	SODIUM HYPOCHLORITE	857.68	
2047093	11/16/16	01910	ABCANA INDUSTRIES	997358	10/28/16	SODIUM HYPOCHLORITE	4,030.03	5,611.88
				997359	10/28/16	SODIUM HYPOCHLORITE	830.78	
				997356	10/28/16	SODIUM HYPOCHLORITE	751.07	
2046953	10/26/16	01910	ABCANA INDUSTRIES	995757	09/29/16	SODIUM HYPOCHLORITE	2,769.92	11,789.45
				996225	10/06/16	SODIUM HYPOCHLORITE	2,401.11	
				996125	10/05/16	SODIUM HYPOCHLORITE	1,920.89	
				993450	08/25/16	SODIUM HYPOCHLORITE	1,632.76	
				996226	10/06/16	SODIUM HYPOCHLORITE	1,152.53	
				993938	08/31/16	SODIUM HYPOCHLORITE	865.36	
				996229	10/06/16	SODIUM HYPOCHLORITE	614.68	
				995759	09/29/16	SODIUM HYPOCHLORITE	432.20	
2047138	11/23/16	01910	ABCANA INDUSTRIES	997673	11/03/16	SODIUM HYPOCHLORITE	2,064.96	4,081.90
				997656	11/02/16	SODIUM HYPOCHLORITE	1,056.49	
				997674	11/03/16	SODIUM HYPOCHLORITE	960.45	
2047139	11/23/16	08488	ABLEFORCE INC	7223	11/10/16	SHAREPOINT SERVICES (10/4/16-10/31/16)	2,775.00	2,775.00
2046954	10/26/16	12174	AECOM TECHNICAL SERVICES INC	45	10/07/16	DISINFECTION SYSTEM (ENDING 9/30/16)	3,781.11	3,781.11
2047038	11/09/16	11462	AEGIS ENGINEERING MGMT INC	1418	10/19/16	DEVELOPER PLAN REVIEW (9/17/16-10/14/16)	13,356.98	13,356.98
2046955	10/26/16	07732	AIRGAS SPECIALTY PRODUCTS INC	131459288	10/04/16	AQUA AMMONIA	2,709.00	4,021.00
				131459287	10/04/16	AQUA AMMONIA	1,312.00	
2046956	10/26/16	13753	AIRGAS USA LLC	9939757784	09/30/16	BREATHING AIR BOTTLES	52.02	52.02
2047094	11/16/16	13753	AIRGAS USA LLC	9940489905	10/31/16	BREATHING AIR BOTTLES	52.02	52.02
2046957	10/26/16	15024	AIRX UTILITY SURVEYORS INC	909302016	10/06/16	UTILITY LOCATING SERVICES (9/1/16-9/30/16)	14,275.00	14,275.00
2047140	11/23/16	15024	AIRX UTILITY SURVEYORS INC	1010312016	11/07/16	UTILITY LOCATING SVCS (10/1/16-10/31/16)	13,456.00	13,456.00
2047095	11/16/16	14256	ALLIANT INSURANCE SERVICES INC	534352	10/27/16	INSURANCE CONSULTING (JUL-SEPT 2016)	7,250.00	14,500.00
				534353	10/27/16	INSURANCE CONSULTING (OCT-DEC 2016)	7,250.00	
2047004	11/02/16	02572	ALVAREZ, GERMAN	GA110216	11/02/16	MEAL ADVANCEMENT	208.00	208.00
2047039	11/09/16	14462	ALYSON CONSULTING	CM201665	10/14/16	MGMT/INSP (9/1/16-9/30/16)	8,590.00	

CHECK REGISTER

Otay Water District

Date Range: 10/20/2016 - 11/23/2016

Check #	Date	Vendor	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
				CM201666	10/14/16	MGMT/INSP (9/1/16-9/30/16)	3,750.00	
				CM201668	10/14/16	MGMT/INSP (9/1/16-9/30/16)	2,640.00	
				CM201664	10/14/16	MGMT/INSP (9/1/16-9/30/16)	2,550.00	
				CM201663	10/14/16	MGMT/INSP (9/1/16-9/30/16)	1,500.00	19,030.00
2047040	11/09/16	14462	ALYSON CONSULTING	CM201667	10/14/16	CONSTRUCTION MGMT SVCS	1,440.00	1,440.00
2047041	11/09/16	03357	APEX ADVERTISING INC	360061	10/24/16	UNIFORM CAPS	1,845.50	1,845.50
2046958	10/26/16	03492	AQUA-METRIC SALES COMPANY	0062434IN	10/03/16	LARGE SENSUS METERS	6,051.00	6,051.00
2047141	11/23/16	03492	AQUA-METRIC SALES COMPANY	0063024IN	11/03/16	SENSUS OMNI METERS	22,920.46	22,920.46
2047005	11/02/16	17618	ARLENE HERRERA	Ref002468749	10/31/16	UB Refund Cst #0000030462	150.00	150.00
2046959	10/26/16	07785	AT&T	000008678581	10/02/16	TELEPHONE SERVICES (9/2/16-10/1/16)	6,031.40	6,031.40
2047142	11/23/16	12810	ATKINS NORTH AMERICA INC	1848278	11/07/16	2015 WFMP UPDATE (7/1/16-9/30/16)	20,710.75	20,710.75
2047042	11/09/16	13392	AZTECA SYSTEMS INC	11882	06/01/16	CITYWORKS LIC AGREEMENT (11/15/16-6/30/17)	56,250.00	56,250.00
2046960	10/26/16	00145	BARRETT ENGINEERED PUMPS	101490	10/04/16	SAMPLE PUMP	2,430.00	2,430.00
2046961	10/26/16	17613	BIENVENUE, DONALD	10192016DB	10/25/16	TUITION REIMBURSEMENT	202.00	202.00
2047082	11/16/16	17653	BRITTANY PACE	Ref002470373	11/10/16	UB Refund Cst #0000222913	47.30	47.30
2046962	10/26/16	08156	BROWNSTEIN HYATT FARBER	654655	10/13/16	LEGISLATIVE ADVOCACY (THRU 9/30/16)	2,318.50	2,318.50
2047006	11/02/16	08156	BROWNSTEIN HYATT FARBER	654656	10/13/16	LEGISLATIVE ADVOCACY (THRU 9/30/16)	474.00	474.00
2047143	11/23/16	08156	BROWNSTEIN HYATT FARBER	659380	11/11/16	LEGISLATIVE ADVOCACY (THRU 10/31/16)	2,125.00	2,125.00
2047043	11/09/16	14112	BSE ENGINEERING INC	75400408	10/17/16	ELECTRICAL SERVICES (ENDING 9/30/16)	2,205.00	
				75400504	10/17/16	ELECTRICAL SERVICES (ENDING 9/30/16)	1,330.00	3,535.00
2047007	11/02/16	17629	BYROM-DAVEY INC	Ref002468760	10/31/16	UB Refund Cst #0000229709	1,141.02	1,141.02
2047144	11/23/16	04071	CAPITOL WEBWORKS LLC	28154	10/31/16	OUTSIDE SERVICES	45.00	45.00
2047096	11/16/16	02758	CARMEL BUSINESS SYSTEMS INC	8088	10/26/16	REPROGRAPHICS SERVICES	784.75	784.75
2046963	10/26/16	02758	CARMEL BUSINESS SYSTEMS INC	8081	10/01/16	REPROGRAPHICS SERVICES	401.50	401.50
2047145	11/23/16	02758	CARMEL BUSINESS SYSTEMS INC	8087	10/24/16	SCANNING SERVICES (10/21/16)	35.00	35.00
2046964	10/26/16	15177	CAROLLO ENGINEERS INC	152202	10/05/16	DESIGN/CONST FOR 870-2 PS (7/1/16-8/31/16)	71,075.80	71,075.80
2047044	11/09/16	17022	CASTLE ACCESS INC	0223092490	11/01/16	COLOCATION SERVICES	2,098.25	2,098.25
2047146	11/23/16	17466	CHARLES KING COMPANY	110312016	10/31/16	14-INCH FORCE MAIN (ENDING 10/31/16)	144,092.84	144,092.84

CHECK REGISTER

Otay Water District

Date Range: 10/20/2016 - 11/23/2016

Check #	Date	Vendor	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2047008	11/02/16	17627	CHRIS BUTTS	Ref002468758	10/31/16	UB Refund Cst #0000222351	9.24	9.24
2047147	11/23/16	02026	CHULA VISTA ELEM SCHOOL DIST	AR046391	11/02/16	GARDEN TOURS (8/26/16)	201.15	570.90
				AR046392	11/02/16	GARDEN TOURS (8/30/16)	200.77	
				AR046390	11/02/16	GARDEN TOURS (8/24/16)	168.98	
2046965	10/26/16	15256	CIGNA GROUP INSURANCE / LINA	9267101016	10/10/16	AD&D & SUPP LIFE INS (OCT 2016)	4,227.63	4,227.63
2047097	11/16/16	15256	CIGNA GROUP INSURANCE / LINA	9267111016	11/10/16	AD&D & SUPP LIFE INS (NOV 2016)	4,186.73	4,186.73
2047045	11/09/16	00446	CITY OF CHULA VISTA	59338240001617	11/03/16	SECURED PROPERTY TAXES	106.86	106.86
2047148	11/23/16	13946	CITY OF CHULA VISTA	103116	11/04/16	SPONSORSHIP- STARLIGHT PARADE	500.00	500.00
2047149	11/23/16	00234	CITY TREASURER	1000177441	09/07/16	LABORATORY ANALYSIS (AUG 2016)	1,220.00	1,220.00
2047098	11/16/16	04119	CLARKSON LAB & SUPPLY INC	87324	10/31/16	BACTERIOLOGICAL TESTING (10/14/16-10/16/16)	867.00	6,191.00
				87325	10/31/16	BACTERIOLOGICAL TESTING (10/25/16)	795.00	
				87316	10/31/16	BACTERIOLOGICAL TESTING (9/30/16-10/1/16)	761.00	
				87321	10/31/16	BACTERIOLOGICAL TESTING (10/7/16-10/8/16)	761.00	
				87320	10/31/16	BACTERIOLOGICAL TESTING (10/5/16)	757.00	
				87315	10/31/16	BACTERIOLOGICAL TESTING (9/27/16-9/28/16)	642.00	
				87323	10/31/16	BACTERIOLOGICAL TESTING (10/13/16-10/15/16)	458.00	
				87317	10/31/16	BACTERIOLOGICAL TESTING (10/4/16)	340.00	
				87318	10/31/16	BACTERIOLOGICAL TESTING (10/5/16)	302.00	
				87322	10/31/16	BACTERIOLOGICAL TESTING (10/12/16)	302.00	
				87319	10/31/16	BACTERIOLOGICAL TESTING (10/5/16)	206.00	
2046966	10/26/16	04119	CLARKSON LAB & SUPPLY INC	86710	09/28/16	BACTERIOLOGICAL TESTING (9/15/16-9/17/16)	986.00	5,078.00
				86712	09/28/16	BACTERIOLOGICAL TESTING (9/19/16-9/27/16)	832.00	
				86708	09/28/16	BACTERIOLOGICAL TESTING (9/7/16-9/8/16)	756.00	
				86713	09/28/16	BACTERIOLOGICAL TESTING (9/21/16-9/24/16)	722.00	
				86707	09/28/16	BACTERIOLOGICAL TESTING (9/06/16-9/07/16)	716.00	
				86709	09/28/16	BACTERIOLOGICAL TESTING (9/12/16)	688.00	
				86711	09/28/16	BACTERIOLOGICAL TESTING (9/19/16)	378.00	
2047046	11/09/16	08160	COMPLETE OFFICE	18928390	10/18/16	COPY PAPER	1,338.77	1,338.77
2046967	10/26/16	03706	CONSUMERS PIPE & SUPPLY CO	S1335263001	09/28/16	FLOW CONTROL VALVES	10,907.22	10,907.22
2047150	11/23/16	03706	CONSUMERS PIPE & SUPPLY CO	S1334665001	10/31/16	6" GATE VALVE/CHECK VALVES	6,724.43	6,724.43
2047099	11/16/16	17660	CORRECTIONS CORP OF AMERICA	0720110416	11/04/16	W/O REFUND D0720-090159	495.01	495.01
2047047	11/09/16	00099	COUNTY OF SAN DIEGO	DPWAROTAYMW	10/13/16	EXCAVATION PERMITS (SEPT 2016)	3,971.00	3,971.00
2047100	11/16/16	00134	COUNTY OF SAN DIEGO	111016	11/10/16	VARIANCE REQUEST	107.00	107.00

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2046968	10/26/16	00184	COUNTY OF SAN DIEGO	2003193E6023509	09/26/16	SHUT DOWN TEST (9/26/16)	213.00	213.00
2047151	11/23/16	00184	COUNTY OF SAN DIEGO	2003193E6022410	11/04/16	SHUT DOWN TEST (9/30/16)	639.00	
				2003193E6021610	11/04/16	SHUT DOWN TEST (9/30/16)	213.00	852.00
2047048	11/09/16	00206	COUNTY OF SAN DIEGO	2924	10/18/16	OTHER AGENCY FEES	8,346.00	
				2923	10/18/16	OTHER AGENCY FEES	7,162.00	
				2922	10/18/16	OTHER AGENCY FEES	6,164.00	21,672.00
2047152	11/23/16	02756	COX COMMUNICATIONS INC	8801110416	11/04/16	TELECOMM SVCS / METRO-E (11/4/16-12/3/16)	134.23	
				7601110316	11/03/16	TELECOMM SVCS / METRO-E (11/3/16-12/2/16)	134.23	268.46
2047049	11/09/16	02756	COX COMMUNICATIONS INC	6702102516	10/25/16	TELECOMM SVCS / METRO-E (10/24/16-11/23/16)	5,096.16	5,096.16
2047050	11/09/16	00693	CSDA, SAN DIEGO CHAPTER	11172016	11/07/16	BUSINESS MEETING	30.00	30.00
2047153	11/23/16	00693	CSDA, SAN DIEGO CHAPTER	111720165	11/17/16	BUSINESS MEETING	30.00	30.00
2046969	10/26/16	11797	D & H WATER SYSTEMS INC	I20160860	10/03/16	WT MOTORS	4,837.16	
				I20160851	09/29/16	ENCORE STROKE POSTIONER	4,502.40	
				I20160870	10/04/16	ENCORE 700	2,503.23	11,842.79
2046970	10/26/16	17611	DAVID BURNS	102416	10/24/16	CLAIM SETTLEMENT	354.35	354.35
2047083	11/16/16	17648	DAWN TRENT	Ref002470368	11/10/16	UB Refund Cst #0000185811	26.69	26.69
2047009	11/02/16	09585	DC FROST ASSOCIATES INC	10406	09/23/16	LARGE DRUM SCREEN PARTS	2,094.08	2,094.08
2047051	11/09/16	05134	DYCHITAN, MARISSA	11012016MD	11/02/16	TUITION REIMBURSEMENT	167.50	167.50
2046971	10/26/16	03227	ENVIROMATRIX ANALYTICAL INC	6100484	10/04/16	LAB ANALYSIS (9/19/16-9/26/16)	565.00	565.00
2047101	11/16/16	03725	ENVIRONMENTAL SYSTEMS RESEARCH	93203805	10/31/16	ESRI ANNUAL SUBS (10/12/16-10/11/17)	26,000.00	26,000.00
2046972	10/26/16	14320	EUROFINS EATON ANALYTICAL INC	L0288449	10/24/16	OUTSIDE LAB SERVICES (10/3/16-10/4/16)	90.00	90.00
2047154	11/23/16	02753	FERGUSON ENTERPRISES INC #1083	05701891	11/10/16	METER BOX LIDS	3,342.17	3,342.17
2047102	11/16/16	03546	FERGUSON WATERWORKS # 1083	0571681	10/26/16	INVENTORY	6,670.08	
				0572501	10/27/16	FLANGES	1,095.12	7,765.20
2047052	11/09/16	03546	FERGUSON WATERWORKS # 1083	0571674	10/20/16	INVENTORY	7,668.00	7,668.00
2046973	10/26/16	03546	FERGUSON WATERWORKS # 1083	05678672	09/20/16	INVENTORY	1,789.13	
				05678671	09/19/16	INVENTORY	1,030.92	
				05678673	09/21/16	INVENTORY	253.56	3,073.61
2046974	10/26/16	12187	FIRST AMERICAN DATA TREE LLC	9003400916	09/30/16	ONLINE DOCUMENTS (MONTHLY)	99.00	99.00

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2047103	11/16/16	12187	FIRST AMERICAN DATA TREE LLC	9003401016	10/31/16	ONLINE DOCUMENTS (MONTHLY)	99.00	99.00
2047104	11/16/16	16469	FIRST CHOICE SERVICES	069654	10/28/16	COFFEE SERVICES	151.09	151.09
2047053	11/09/16	16469	FIRST CHOICE SERVICES	069350	10/24/16	COFFEE SERVICES	729.78	729.78
2047155	11/23/16	16469	FIRST CHOICE SERVICES	071036	11/21/16	COFFEE SERVICES	716.08	716.08
2046975	10/26/16	02591	FITNESS TECH	10207	10/01/16	EQUIPMENT MAINTENANCE (OCT 2016)	135.00	135.00
2047105	11/16/16	11962	FLEETWASH INC	x892313	10/28/16	VEHICLE WASHING (10/28/16)	123.12	123.12
2047054	11/09/16	11962	FLEETWASH INC	x883035	10/14/16	VEHICLE WASHING (10/14/16)	136.08	213.84
				x886601	10/21/16	VEHICLE WASHING (10/21/16)	77.76	
2046976	10/26/16	11962	FLEETWASH INC	x878131	10/07/16	VEHICLE WASHING (10/7/16)	162.00	233.28
				x872228	09/30/16	VEHICLE WASHING (9/30/16)	71.28	
2047010	11/02/16	01612	FRANCHISE TAX BOARD	Ben2470282	11/03/16	BI-WEEKLY PAYROLL DEDUCTION	55.02	55.02
2047106	11/16/16	13563	FRIENDS OF THE WATER	344	10/31/16	GARDEN TOURS (OCT 2016)	760.00	760.00
2047011	11/02/16	17630	GABRIELA LUTTEROTH	Ref002468761	10/31/16	UB Refund Cst #0000231436	1,855.24	1,855.24
2047012	11/02/16	14073	GARCIA, LAWRENCE	101916	10/31/16	CERTIFICATION TEST	155.00	155.00
2046977	10/26/16	17566	GOOD AND ROBERTS LLC	8300101816	10/20/16	CUSTOMER REFUND	768.15	768.15
2047156	11/23/16	14948	GPS INSIGHT LLC	985539	11/01/16	GPS MONITORING	6,937.38	6,937.38
2047107	11/16/16	14981	GRANITE CONSTRUCTION COMPANY	0566110416	11/04/16	W/O REFUND D0566-090157	1,695.65	1,695.65
2047055	11/09/16	00174	HACH COMPANY	10155348	10/18/16	APA6000 MODULES	1,392.79	2,740.79
				10155347	10/18/16	APA6000 MODULES	1,348.00	
2047157	11/23/16	10973	HDR ENGINEERING INC	1200019367	11/08/16	CAPACITY FEE STUDY (9/25/16-10/29/16)	6,377.50	6,377.50
2047056	11/09/16	10973	HDR ENGINEERING INC	24	09/20/16	CORROSION SERVICES (5/29/16-8/20/16)	15,719.19	25,759.19
				1200013694	10/03/16	CAPACITY FEE STUDY (8/24/16-9/24/16)	10,040.00	
2047084	11/16/16	17647	HECTOR RENDON	Ref002470367	11/10/16	UB Refund Cst #0000142317	108.41	108.41
2046978	10/26/16	02008	HELIX ENVIRONMNTL PLANNING INC	23	10/10/16	ENVIRONMENTAL SERVICES (9/1/16-9/30/16)	6,965.55	6,965.55
2046979	10/26/16	00062	HELIX WATER DISTRICT	4283101116	10/11/16	WATER USAGE (8/4/16-10/6/16)	43.55	87.10
				3300101116	10/11/16	WATER USAGE (8/5/16-10/6/16)	43.55	
2047108	11/16/16	15622	ICF JONES & STOKES INC	0118114	10/21/16	ENVIRONMENTAL SERVICES (11/27/15-12/31/15)	3,866.08	3,866.08
2047158	11/23/16	15622	ICF JONES & STOKES INC	0118301	11/03/16	ENVIRONMENTAL SERVICES (8/27/16-9/30/16)	5,550.00	6,380.52
				0118303	11/03/16	ENVIRONMENTAL SERVICES (7/1/16-7/29/16)	830.52	

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2046980	10/26/16	17084	INDUSTRIAL SAFETY SUPPLY CORP	1039419	10/10/16	SAFETY EQUIPMENT	9,212.74	9,212.74
2047057	11/09/16	17357	INDUSTRIAL VALVE & AUTOMATION	11394	10/18/16	VALVE REPAIR	29,370.24	29,370.24
2047159	11/23/16	08969	INFOSEND INC	112898	11/02/16	BILL PRINTING SERVICES (OCT 2016)	2,124.08	2,124.08
2047109	11/16/16	08969	INFOSEND INC	112700	10/31/16	BILL PRINTING SERVICES (OCT 2016)	10,775.33	13,763.63
				112699	10/31/16	BILL PRINTING SERVICES (OCT 2016)	2,988.30	
2046981	10/26/16	08969	INFOSEND INC	111425	09/30/16	BILL PRINTING SERVICES (SEPT 2016)	12,007.13	17,454.62
				111424	09/30/16	BILL PRINTING SERVICES (SEPT 2016)	3,326.76	
				111741	10/03/16	BILL PRINTING SERVICES (SEPT 2016)	2,120.73	
2047058	11/09/16	17106	INSITE TOWERS DEVELOPMENT LLC	370030	11/01/16	ANTENNA SUBLEASE	1,593.00	1,593.00
2047059	11/09/16	11514	INTERNATIONAL RIGHT OF WAY	364117	09/26/16	MEMBERSHIP RENEWAL	245.00	245.00
2047013	11/02/16	17628	JACKIE SIMPSON	Ref002468759	10/31/16	UB Refund Cst #0000222653	58.07	58.07
2047085	11/16/16	17645	JAQUELINE SMITH	Ref002470365	11/10/16	UB Refund Cst #0000090959	12.11	12.11
2047014	11/02/16	17631	JENNIFER LYND	3810103116	10/31/16	CUSTOMER REFUND	22.74	22.74
2047015	11/02/16	17620	JOHN FISHER	Ref002468751	10/31/16	UB Refund Cst #0000055788	160.37	160.37
2047016	11/02/16	17626	JOHN ZWICK	Ref002468757	10/31/16	UB Refund Cst #0000193739	75.35	75.35
2047017	11/02/16	17621	KALA DANIEL	Ref002468752	10/31/16	UB Refund Cst #0000055967	100.75	100.75
2047060	11/09/16	10089	KENNEDY, ROBERT	102716	11/04/16	TRAVEL EXPENSE REIMB (10/27/16)	159.00	159.00
2047110	11/16/16	15858	KERR, MICHAEL	MK111416	11/14/16	MEAL ADVANCEMENT	221.00	221.00
2047018	11/02/16	17624	KEVIN DODGE	Ref002468755	10/31/16	UB Refund Cst #0000175980	86.35	86.35
2047111	11/16/16	17649	KIEWIT POWER CONSTRUCTION CO	Ref002470369	11/10/16	UB Refund Cst #0000207836	1,839.55	1,839.55
2047112	11/16/16	17650	KIEWIT POWER CONSTRUCTION CO	Ref002470370	11/10/16	UB Refund Cst #0000207838	1,899.55	1,899.55
2047113	11/16/16	17651	KIEWIT POWER CONSTRUCTION CO	Ref002470371	11/10/16	UB Refund Cst #0000217670	1,899.55	1,899.55
2047061	11/09/16	05840	KIRK PAVING INC	6333	10/24/16	ASPHALTIC CONCRETE PAVING	5,289.40	5,289.40
2046982	10/26/16	05840	KIRK PAVING INC	6295	09/30/16	TELEGRAPH CANYON RD MAIN BREAK	47,606.00	64,301.00
				6296	09/30/16	TELEGRAPH CANYON RD MAIN BREAK	14,931.60	
				6312	10/01/16	ASPHALTIC CONCRETE PAVING	1,763.40	
2047160	11/23/16	05840	KIRK PAVING INC	6337	11/07/16	ASPHALTIC CONCRETE PAVING	7,745.90	7,745.90
2046983	10/26/16	14808	KOEPPE, KEVIN	102416a	10/24/16	REIMBURSEMENT	145.06	145.06

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2046984	10/26/16	15810	LANCE PICOTTE SAFETY CONSLTNG	OWD100516	10/07/16	ACP TRAINING (10/5/16)	1,500.00	1,500.00
2047114	11/16/16	15615	LAYFIELD USA CORPORATION	C58741	10/31/16	STRAW WADDLES	1,509.84	
				C58703	10/27/16	STRAW WADDLES	626.18	2,136.02
2046985	10/26/16	15615	LAYFIELD USA CORPORATION	E06760	09/30/16	RESERVOIR COVER MAINT (9/1/16-9/23/16)	29,520.00	29,520.00
2047019	11/02/16	13749	LONDON GROUP REALTY ADVISORS	1268	10/28/16	OUTSIDE SERVICES- CONSULTANT	787.50	787.50
2047086	11/16/16	17646	MARIA FRANCO	Ref002470366	11/10/16	UB Refund Cst #0000139509	84.83	84.83
2047062	11/09/16	05329	MASTER METER INC	158595	10/14/16	3/4" 3G REGISTER	7,312.69	7,312.69
2047115	11/16/16	02882	MAYER REPROGRAPHICS INC	0013995IN	11/02/16	REPROGRAPHIC SERVICES	929.89	929.89
2047161	11/23/16	02882	MAYER REPROGRAPHICS INC	0014142IN	11/10/16	REPROGRAPHIC SERVICES	1,346.36	1,346.36
2047063	11/09/16	00805	METRO WASTEWATER JPA	225	11/03/16	MEMBERSHIP RENEWAL	472.00	472.00
2047116	11/16/16	11876	MICHAEL D KEAGY REAL ESTATE	103116	10/31/16	APPRAISAL SERVICES (ENDING 10/31/16)	525.00	525.00
2047087	11/16/16	17654	MICHAEL HECHT	Ref002470374	11/10/16	UB Refund Cst #0000223257	41.53	41.53
2046986	10/26/16	16613	MISSION RESOURCE CONSERVATION	369	11/03/16	HOME WATER USE EVALUATION	93.75	93.75
2047064	11/09/16	16613	MISSION RESOURCE CONSERVATION	370	11/01/16	HOME WATER USE EVAL (OCT 2016)	187.50	187.50
2047117	11/16/16	17652	MURFEY CONSTRUCTION INC	Ref002470372	11/10/16	UB Refund Cst #0000221991	1,513.32	1,513.32
2047118	11/16/16	14901	MURPHY DEVELOPMENT CO INC	0950110416	11/04/16	W/O REFUND D0950-090243	7,720.02	7,720.02
2047020	11/02/16	16255	NATIONWIDE RETIREMENT	Ben2470270	11/03/16	BI-WEEKLY DEFERRED COMP PLAN	10,028.12	10,028.12
2047119	11/16/16	16255	NATIONWIDE RETIREMENT	Ben2470421	11/17/16	BI-WEEKLY DEFERRED COMP PLAN	10,028.12	10,028.12
2046987	10/26/16	02848	NEWMAN, PATRICK	102116	10/24/16	CERTIFICATION APPLICATION	140.00	140.00
2046988	10/26/16	00761	NINYO & MOORE GEOTECHNICAL AND	202020	09/30/16	GEOTECHNICAL SERVICES (7/29/16-8/26/16)	916.50	916.50
2047021	11/02/16	17622	OAKBROOK RIDGE LP	Ref002468753	10/31/16	UB Refund Cst #0000058177	4,623.71	4,623.71
2047120	11/16/16	04229	OTAY PROJECT LP	0261110416a	11/04/16	W/O REFUND D0261-010279	441.41	
				0261110416	11/04/16	W/O REFUND D0261-010272	231.88	673.29
2047065	11/09/16	01002	PACIFIC PIPELINE SUPPLY	310773	10/21/16	INVENTORY	12,091.68	12,091.68
2047088	11/16/16	17655	PATRICIA NEAVEZ	Ref002470375	11/10/16	UB Refund Cst #0000225014	32.91	32.91
2047162	11/23/16	17600	PATRICIA RODRIGUEZ	Ref002468609	10/17/16	UB Refund Cst #0000224046	175.30	175.30
2047022	11/02/16	00137	PETTY CASH CUSTODIAN	110116	11/01/16	PETTY CASH REIMBURSEMENT	890.88	890.88
2047023	11/02/16	17623	PLAZA DE LAS CALIFORNIA LLC	Ref002468754	10/31/16	UB Refund Cst #0000172232	1,663.15	1,663.15

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2047121	11/16/16	03351	POSADA, ROD	110716111116	11/14/16	TRAVEL EXPENSE REIMB (11/07/16-11/11/16)	385.91	385.91
2046989	10/26/16	16029	POTABLE DIVERS INC	101016002	10/10/16	RESERVOIR CLEANING	19,600.00	19,600.00
2047066	11/09/16	03613	PSOMAS	123196	10/19/16	DESIGN SERVICES (ENDING 9/29/16)	16,611.22	16,611.22
2046990	10/26/16	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2468643	10/20/16	BI-WEEKLY PERS CONTRIBUTION	202,143.06	202,143.06
2047067	11/09/16	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2470272	11/03/16	BI-WEEKLY PERS CONTRIBUTION	200,558.00	200,558.00
2047163	11/23/16	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2470423	11/17/16	BI-WEEKLY PERS CONTRIBUTION	195,889.04	195,889.04
2047024	11/02/16	17616	RAMIREZ, LARRY	101516	10/27/16	SAFETY BOOTS	150.00	150.00
2047068	11/09/16	17642	RAMIREZ, MARCO	103016	11/03/16	SAFETY BOOTS	150.00	150.00
2047089	11/16/16	17657	RAYMOND ECHOLS	Ref002470377	11/10/16	UB Refund Cst #0000229868	16.91	16.91
2047025	11/02/16	17619	RENATO DE LA ROSA	Ref002468750	10/31/16	UB Refund Cst #0000035836	103.98	103.98
2047122	11/16/16	08972	RICK ENGINEERING COMPANY	174923	10/26/16	TRAFFIC ENGINEERING SVCS (8/27/16-9/30/16)	17,166.90	17,166.90
2047069	11/09/16	04542	ROBAK, MARK	060116110216	11/04/16	MILEAGE REIMBURSEMENT (6/1/16-11/2/16)	44.28	44.28
2047164	11/23/16	17663	ROBERT P ZINK	2352112116	11/21/16	CUSTOMER REFUND	8,538.71	8,538.71
2047123	11/16/16	06412	ROMERO, TANYA	11152016TR	11/15/16	TUITION REIMBURSEMENT	3,000.00	3,000.00
2047070	11/09/16	01700	RUBALCAVA, GILBERT	11082016GR	11/08/16	TUITION REIMBURSEMENT	150.00	150.00
2046991	10/26/16	06530	SAN DIEGO COUNTRY CLUB INC	11022016	10/21/16	SPONSORSHIP	80.00	80.00
2046992	10/26/16	02586	SAN DIEGO COUNTY ASSESSOR	201600701	10/05/16	ASSESSOR DATA (9/6/16)	125.00	125.00
2047165	11/23/16	02586	SAN DIEGO COUNTY ASSESSOR	201600766	11/04/16	ASSESSOR DATA (10/11/16)	125.00	125.00
2047071	11/09/16	00003	SAN DIEGO COUNTY WATER AUTH	0000001475	10/20/16	MWD SCWS - HEWS	2,166.99	2,166.99
2047072	11/09/16	00121	SAN DIEGO GAS & ELECTRIC	110216	11/02/16	UTILITY EXPENSES (MONTHLY)	84,549.21	
				102616	10/26/16	UTILITY EXPENSES (MONTHLY)	76,865.92	
				102516	10/25/16	UTILITY EXPENSES (MONTHLY)	68,039.59	
				102316	10/23/16	UTILITY EXPENSES (MONTHLY)	775.44	
				103116	10/31/16	UTILITY EXPENSES (MONTHLY)	207.41	230,437.57
2047124	11/16/16	00121	SAN DIEGO GAS & ELECTRIC	110116	11/01/16	UTILITY EXPENSES (MONTHLY)	2,708.03	
				110216a	11/02/16	UTILITY EXPENSES (MONTHLY)	31.01	2,739.04
2046993	10/26/16	00121	SAN DIEGO GAS & ELECTRIC	101916	10/19/16	UTILITY EXPENSES (MONTHLY)	44,629.47	
				092216	09/22/16	UTILITY EXPENSES (MONTHLY)	22,327.32	
				100316	10/03/16	UTILITY EXPENSES (MONTHLY)	2,331.27	69,288.06

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2047166	11/23/16	07676	SAN MIGUEL FIRE PROTECTION	SMG28946	11/02/16	BUSINESS INSPECTION	394.00	394.00
2047125	11/16/16	03514	SANTOS, MARCIANO	110216	11/10/16	SAFETY BOOTS	145.78	145.78
2047073	11/09/16	00419	SHAPE PRODUCTS	4006955	10/20/16	BUFFER	1,335.79	1,335.79
2047090	11/16/16	17658	SHAUN SHAW	Ref002470378	11/10/16	UB Refund Cst #0000231850	20.00	20.00
2047167	11/23/16	15176	SOUTHCOAST HEATING &	955171	11/04/16	MAXWELL AC REPLACEMENT	18,057.00	18,057.00
2047168	11/23/16	17567	SOUTHLAND PIPE CORP	85100	11/03/16	FABRICATION	4,972.40	4,972.40
2047126	11/16/16	17662	STATE OF CALIFORNIA	0676110416	11/04/16	W/O REFUND D0676-090201	10,733.24	10,733.24
2047026	11/02/16	01460	STATE WATER RESOURCES	LW1007804	10/27/16	ANNUAL PERMIT FEE (7/1/2015 THRU 6/30/2016)	8,102.42	8,102.42
2047127	11/16/16	15974	SUN LIFE FINANCIAL	Ben2470419	11/17/16	MONTHLY CONTRIBUTION TO LTD	5,093.93	5,093.93
2046994	10/26/16	10339	SUPREME OIL COMPANY	429578	10/03/16	DIESEL FUEL	1,177.18	1,177.18
2047169	11/23/16	10339	SUPREME OIL COMPANY	430766	11/02/16	UNLEADED / DIESEL FUEL	14,489.79	14,489.79
2047027	11/02/16	16610	SVPR COMMUNICATIONS	1118	08/31/16	CONSULTANT SERVICES	2,900.00	2,900.00
2046995	10/26/16	14576	SWIATKOWSKI, KEITH	KS102416	10/24/16	TUITION REIMBURSEMENT	120.00	120.00
2047128	11/16/16	17659	SYCUAN BAND OF THE KUMEYAAY	0970110416	11/04/16	W/O REFUND D0970-090265	3,565.46	3,565.46
2047129	11/16/16	03770	TEAMAN RAMIREZ & SMITH INC	77904	11/08/16	AUDIT SERVICES FY 2016	17,023.00	17,023.00
2047074	11/09/16	02376	TECHKNOWSION INC	2678	10/18/16	SCADA UPGRADES	9,000.00	
				2685	10/24/16	SCADA DEVELOPMENT	3,420.00	
				2684	10/24/16	SCADA DEVELOPMENT	3,420.00	15,840.00
2047130	11/16/16	17661	TELLO'S PARKING	0719110416	11/04/16	W/O REFUND D0719-060038	109.35	109.35
2047091	11/16/16	17644	TERRY HARMON	Ref002470364	11/10/16	UB Refund Cst #0000001205	73.15	73.15
2047131	11/16/16	15926	TEXAS CHILD SUPPORT UNIT	Ben2470431	11/17/16	BI-WEEKLY PAYROLL DEDUCTION	184.61	184.61
2047028	11/02/16	15926	TEXAS CHILD SUPPORT UNIT	Ben2470284	11/03/16	BI-WEEKLY PAYROLL DEDUCTION	184.61	184.61
2047132	11/16/16	03236	THE CENTRE FOR ORGANIZATION	TCFOE1504	09/28/16	SUPERVISORY TRAINING	1,550.00	1,550.00
2047075	11/09/16	03236	THE CENTRE FOR ORGANIZATION	TCFOE1541	10/26/16	SUPERVISORY TRAINING	1,995.00	1,995.00
2046996	10/26/16	03071	THE SOCO GROUP INC	CL83019	10/15/16	CFN FUEL CARD PURCHASES (10/3/16-10/14/16)	3,237.61	3,237.61
2047029	11/02/16	14177	THOMPSON, MITCHELL	100116103116a	10/31/16	MILEAGE REIMBURSEMENT (OCT 2016)	45.90	
				100116103116	10/31/16	EXPENSE REIMBURSEMENT (OCT 2016)	2.50	48.40
2047030	11/02/16	17625	TIMOTHY BARZAL	Ref002468756	10/31/16	UB Refund Cst #0000192863	90.98	90.98

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2046997	10/26/16	17000	TRANSTAR PIPELINE INC	709302016	10/10/16	RSD SEWER REHAB (ENDING 9/30/16)	176,873.22	176,873.22
2046998	10/26/16	00427	UNDERGROUND SERVICE ALERT OF	920160491	10/01/16	UNDERGROUND ALERTS (MONTHLY)	649.50	649.50
2047170	11/23/16	00427	UNDERGROUND SERVICE ALERT OF	1020160492	11/01/16	UNDERGROUND ALERTS (MONTHLY)	745.50	745.50
2047133	11/16/16	15675	UNITED SITE SERVICES INC	1144628381	10/28/16	PORTABLE TOILET RENTALS (10/26/16-11/22/16)	79.98	79.98
2047076	11/09/16	15675	UNITED SITE SERVICES INC	1144574158	10/17/16	PORTABLE TOILET RENTALS (10/14/16-11/10/16)	80.03	
				1144574156	10/17/16	PORTABLE TOILET RENTALS (10/14/16-11/10/16)	79.98	
				1144574155	10/17/16	PORTABLE TOILET RENTALS (10/15/16-11/11/16)	79.98	
				1144574157	10/17/16	PORTABLE TOILET RENTALS (10/14/16-11/10/16)	79.98	319.97
2046999	10/26/16	15675	UNITED SITE SERVICES INC	1144541600	10/11/16	PORTABLE TOILET RENTALS (10/6/16-11/2/16)	98.17	
				1144541680	10/11/16	PORTABLE TOILET RENTALS (10/7/16-11/3/16)	79.98	
				1144510384	09/29/16	PORTABLE TOILET RENTALS (9/28/16-10/25/16)	79.98	258.13
2047032	11/02/16	07674	US BANK	CC20161024283	10/24/16	CAL CARD EXPENSES (MONTHLY)	160,266.78	160,266.78
2047000	10/26/16	06829	US SECURITY ASSOCIATES INC	1440274	09/30/16	PATROLLING SERVICES (SEPT 2016)	614.60	
				1440273	09/30/16	PATROLLING SERVICES (SEPT 2016)	110.00	724.60
2047077	11/09/16	06829	US SECURITY ASSOCIATES INC	1475453	10/31/16	PATROLLING SERVICES (OCT 2016)	110.00	110.00
2047078	11/09/16	01878	VACLAVEK, JACOB	103016110316	11/07/16	TRAVEL EXPENSE REIMB (10/30/16-11/3/16)	204.00	204.00
2047134	11/16/16	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2470427	11/17/16	BI-WEEKLY DEFERRED COMP PLAN	14,260.54	14,260.54
2047033	11/02/16	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2470276	11/03/16	BI-WEEKLY DEFERRED COMP PLAN	14,240.09	14,240.09
2047135	11/16/16	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2470429	11/17/16	BI-WEEKLY 401A PLAN	1,340.77	1,340.77
2047034	11/02/16	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2470278	11/03/16	BI-WEEKLY 401A PLAN	1,340.77	1,340.77
2047035	11/02/16	12686	VANTAGEPOINT TRANSFER AGENTS	Ben2470280	11/03/16	401A TERMINAL PAY	6,450.50	6,450.50
2047001	10/26/16	15807	WATCHLIGHT CORPORATION, THE	489101	09/27/16	SECURITY & ACCESS SERVICE CALL (9/23/16)	204.00	
				489095	09/27/16	SECURITY & ACCESS SERVICE CALL (9/26/16)	136.00	
				489099	09/27/16	SECURITY & ACCESS SERVICE CALL (9/23/16)	136.00	
				489098	09/27/16	SECURITY & ACCESS SERVICE CALL (9/26/16)	136.00	
				489097	09/27/16	SECURITY & ACCESS SERVICE CALL (9/26/16)	73.98	685.98
2047079	11/09/16	15807	WATCHLIGHT CORPORATION, THE	492208	10/15/16	ALARM MONITORING (NOV 2016)	1,568.92	1,568.92
2047002	10/26/16	15726	WATER SYSTEMS CONSULTING INC	2220	09/30/16	HYDRAULIC MODELING (ENDING 9/30/16)	7,802.50	7,802.50
2047171	11/23/16	15726	WATER SYSTEMS CONSULTING INC	2274	10/31/16	HYDRAULIC MODELING (ENDING 10/31/16)	7,017.50	7,017.50
2047080	11/09/16	03781	WATTON, MARK	100116103116	11/07/16	MILEAGE REIMBURSEMENT (OCT 2016)	235.44	235.44

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2047003	10/26/16	01343	WE GOT YA PEST CONTROL	108477	09/28/16	BEE REMOVAL	115.00	115.00
2047136	11/16/16	01343	WE GOT YA PEST CONTROL	109222	10/25/16	BEE REMOVAL	115.00	115.00
2047092	11/16/16	17656	WENDY GUTIERREZ	Ref002470376	11/10/16	UB Refund Cst #0000225805	24.12	24.12
2047081	11/09/16	13823	WESTERN INNOVATED SERVICES	258942	10/18/16	COURSE AIR DIFFUSERS	4,698.00	4,698.00
2047137	11/16/16	13483	WHITE NELSON DIEHL EVANS LLP	111016	11/10/16	TAX SEMINAR	975.00	975.00
2047036	11/02/16	02230	WILLIAMSON, KELLI	102416102616	11/01/16	TRAVEL EXPENSE REIMB (10/24/16-10/26/16)	175.88	175.88

Amount Pd Total: 2,402,499.11

Check Grand Total: 2,402,499.11