

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

WEDNESDAY
February 4, 2015
3:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 7, 2015
5. PUBLIC PARTICIPATION – OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE BOARD ON ANY SUBJECT MATTER WITHIN THE BOARD'S JURISDICTION BUT NOT AN ITEM ON TODAY'S AGENDA

CONSENT CALENDAR

6. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
 - a) AWARD A PROFESSIONAL SERVICES CONTRACT TO AEGIS ENGINEERING MANAGEMENT (AEGIS) FOR AS-NEEDED PLAN REVIEW, INSPECTION, AND PROJECT MANAGEMENT SERVICES FOR DEVELOPER POTABLE AND RECYCLED WATER PROJECTS IN AN AMOUNT NOT-TO-EXCEED \$400,000, FOR A PERIOD OF TWO (2) FISCAL YEARS (FYs 2015 AND 2016) WITH THE CONTRACTUAL END DATE OF JUNE 30, 2017
 - b) APPROVE AN ENGAGEMENT LETTER WITH THE AUDITING FIRM OF TEAMAN, RAMIREZ AND SMITH, INC., TO PROVIDE AUDIT SERVICES TO THE DISTRICT FOR THE FISCAL YEAR ENDING JUNE 30, 2015

- c) APPROVE AN ADJUSTMENT TO THE WHEELING RATE FOR THE DELIVERY OF TREATY WATERS TO MEXICO TO \$70.37 FOR CALENDAR YEAR 2015 AND SET MEXICO'S PLANNED PROJECT AND EMERGENCY REPAIR RESERVE FUND REQUIREMENT AT \$70,000
- d) ADOPT ORDINANCE NO. 549 AMENDING SECTION 1.03.A, DATE OF ELECTION, OF THE DISTRICT'S CODE OF ORDINANCES

ACTION ITEMS

7. BOARD

- a) DISCUSSION OF THE 2015 BOARD MEETING CALENDAR

INFORMATIONAL ITEM

8. THE FOLLOWING ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEM:
- a) DEMONSTRATION OF THE DISTRICT'S DASH BOARD (SEGURA)

REPORTS

9. GENERAL MANAGER'S REPORT

- a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

10. DIRECTORS' REPORTS/REQUESTS

11. PRESIDENT'S REPORT/REQUESTS

RECESS TO CLOSED SESSION

12. CLOSED SESSION

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

ALVA ROBERSON v. OTAY WATER DISTRICT; CASE NO. 37-2014-00084219-CI-PO-CT

13. RETURN TO OPEN SESSION

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

14. ADJOURNMENT

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

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

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

Certification of Posting

I certify that on January 30, 2015, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 72 hours in advance of the regular meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on January 30, 2015.

/s/ Susan Cruz, District Secretary

AGENDA ITEM 4

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT January 7, 2015

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

2. ROLL CALL

Directors Present: Croucher, Lopez, Robak and Thompson

Directors Absent: Smith (out-of-town)

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

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Boy Scout Michael Holder who attended the meeting to complete a merit badge requirement.

4. APPROVAL OF AGENDA

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

Ayes: Directors Croucher, Lopez, Robak and Thompson

Noes: None

Abstain: None

Absent: Director Smith

to approve the agenda.

5. APPROVE THE MINUTES OF THE REGULAR BOARD MEETINGS OF OCTOBER 1, 2014 AND SPECIAL MEETING OF DECEMBER 5, 2014

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

Ayes: Directors Croucher, Lopez, Robak and Thompson

Noes: None
Abstain: None
Absent: Director Smith

to approve the minutes of the regular board meeting of October 1, 2014 and special board meeting of December 5, 2014.

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

No one wished to be heard.

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 Croucher, seconded by Director Thompson and carried with the following vote:

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

to approve the following consent calendar items:

- a) APPROVE THE PURCHASE OF A SCREENINGS COMPACTOR FROM ENVIRO-CARE FOR THE DISTRICT'S RALPH W. CHAPMAN WATER RECLAMATION FACILITY IN THE AMOUNT OF \$69,451.56
- b) APPROVE THE RE-CERTIFICATION OF THE FIVE-YEAR UPDATE OF THE OTAY WATER DISTRICT'S SEWER SYSTEM MANAGEMENT PLAN IN ACCORDANCE WITH THE STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS
- c) AWARD A CONSTRUCTION CONTRACT TO CORA CONSTRUCTORS, INC. FOR THE RALPH W. CHAPMAN WATER RECLAMATION FACILITY (RWCWRF) RETURN ACTIVATED SLUDGE (RAS) PUMPS REPLACEMENT PROJECT IN AN AMOUNT NOT-TO-EXCEED \$315,315.00
- d) AWARD A PROFESSIONAL ENGINEERING SERVICES CONTRACT TO R. F. YEAGER ENGINEERING, LLC FOR AS-NEEDED CORROSION

ENGINEERING AND RESERVOIR COATING INSPECTION SERVICES FOR CALENDAR YEARS 2015 AND 2016 (ENDING DECEMBER 31, 2016) IN AN AMOUNT NOT-TO-EXCEED \$175,000

- e) AWARD A CONSTRUCTION CONTRACT TO TC CONSTRUCTION CO., INC. FOR THE SR 11/125/905 CONNECTOR RAMPS BLOW OFF RELOCATION PROJECT
- f) IMPOSE A \$1,000 FINE FOR METER TAMPERING AT 1785 TRESEDER CIRCLE IN EL CAJON
- g) APPROVE A REIMBURSEMENT AGREEMENT BETWEEN THE SAN DIEGO ASSOCIATION OF GOVERNMENTS AND THE OTAY WATER DISTRICT FOR CONSTRUCTION COSTS ASSOCIATED WITH THE SOUTH BAY BUS RAPID TRANSIT PROJECT; INCREASE THE CIP BUDGET FOR P2539 BY \$525,000 (INCREASE THE OVERALL CIP BUDGET FROM \$375,000 TO \$900,000)
- h) ADOPT THE 2015 OTAY WATER DISTRICT LEGISLATIVE PROGRAM GUIDELINES
- i) ADOPT RESOLUTION NO. 4246 SUPPORTING THE PADRE DAM MUNICIPAL WATER DISTRICT'S ADVANCED WATER PURIFICATION DEMONSTRATION PROJECT

ACTION ITEMS

8. GENERAL MANAGER

- a) CONSIDER CASTING VOTES FOR A REGULAR DISTRICT MEMBER AND AN ALTERNATE DISTRICT MEMBER ON THE LOCAL AREA FORMATION COMMISSION'S (LAFCO) COMMISSION IN THE LAFCO SPECIAL DISTRICT'S ELECTIONS

After a short discussion, a motion was made by Director Croucher, seconded by Director Robak and carried with the following vote:

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

to approve the LAFCO nomination committee's recommendation to vote for Ms. Jo MacKenzie, Vista Irrigation District, as the Regular Member and Mr. Edmund Sprague, Olivenhain MWD, as the Alternate Member of LAFCO's commission.

9. BOARD

a) DISCUSSION OF THE 2015 BOARD MEETING CALENDAR

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) FIRST QUARTER FISCAL YEAR 2015 CAPITAL IMPROVEMENT PROGRAM REPORT

Engineering Manager Dan Martin provided an update on the District's first quarter of FY 2015 Capital Improvement Program. He indicated that the FY 2015 budget is divided into 73 projects totaling \$10.6 million. The overall expenditures for the first quarter are \$1.3 million which is approximately 12% of the FY 2015 budget. Please reference the Committee Action notes attached to staff's report (Attachment A) for the details of Mr. Martin's report.

Director Thompson inquired with regard to the list of Consultant Contracts in staffs' presentation, why the contract for Mr. Hector Mares was listed under *Design*. Chief of Engineering Posada indicated that Mr. Mares was the District's Bi-national Consultant and it was listed under *Design* because the project is currently in the design stage. He noted that the contract could fit under the *Planning* category as well.

President Lopez indicated that he would like a report on safety. The precautions the District takes for safety, such as shoring and things of that nature. He stated that he would like to provide the new Director an update in this area.

REPORTS

11. GENERAL MANAGER'S REPORT

General Manager Watton presented information from his report that included an update on the San Diego County Water Authority's planned treated water shutdown, new hires and promotions, emergency response training, Oak Grove Middle School turf removal project, MWD rebate program budget increase, and the Integrated Resource Plan.

Director Thompson inquired about the emergency red phones that were reported in the General Manager's report and how they were different from other District phones. General Manager Watton indicated that the red phones provide a direct

line to dial out, thus if the District's switch is down or there is a power outage during an emergency, staff is able to make calls. The phones are placed throughout the District. Director Thompson indicated that during a catastrophe, it was found with the loss of electrical power, the only communications that worked was satellite communications. He inquired if there was any reason for the District to have satellite communications capability. Staff indicated that it is one of the areas that the District is exploring in terms of what enhancements the District can make to assure operations continue in the event of an emergency. Staff is discussing power generators, mobile radios, satellite radios, food storage in various facilities throughout the District's service area, etc. It was found that during the fire storms, the most reliable method of communication was radio communications as the satellite radios also got overwhelmed. Thus, staff has selected radio as the basic line of communication within the District. The District is currently retraining staff on the appropriate protocols for radio communication. In response to a comment from Director Croucher, staff indicated that the District does participate in the Government Emergency Telecommunication Service (GETS). GETS provides government agencies priority access on telecom systems.

Staff confirmed in response to another inquiry from Director Thompson that the average yield to maturity of 0.6% noted in the financial reports is an annual return. Director Thompson also commended staff for the accuracy of their water purchases and meter sales projections.

General Manager Watton indicated with regard to the handouts for the board that were placed on the dias that the first handout indicates the County water agencies' residential gallons per capita per day usage. The District's residential gallons per capita per day is 67 which is the second lowest in the County behind the City of San Diego. He stated that he also provided a copy of CWA's *News & Notes* newsletter as he wished to highlight that CWA is recruiting for the Spring 2015 Citizens Academy. He indicated that if the Directors wished to nominate someone in the community to attend the academy to please share the community member's name with him. He also noted in the newsletter that there is a list of MWD Tours of the Colorado River Aqueduct System and the State Water Project. He stated, again, if there is someone in the community that members of the board feel would benefit from a tour of our region's water supply facilities, to please provide him their name.

SAN DIEGO COUNTY WATER AUTHORITY UPDATE

Director Croucher indicated that there was a recent newspaper article regarding the North American Development Bank (NADB) providing a loan of \$22 million dollars to a South Korean firm (G.S. Inima Environment S.A.) for a Mexican Desalination Project in Ensenada. He stated that he wanted to assure that the District's Desalination Committee was following such news.

General Manager Watton indicated that the District had spoken with a senior employee of the NADB. NADB it is another piece that solidifies the public/private partnership and it is something that the Rosarito Desalination Project is considering. He stated that it is premature for the Rosarito Beach Desalination Project, but that it will be attractive to have that for the project. He indicated in response to an inquiry that the Ensenada project has always been a public/private partnership with G.S. Inima Environment S.A. The Mexican Federal Government contributed \$14 million to the project. There is also private funding along with the \$22 million NADB loan to fund the total project cost of \$48 million. He noted that Inima will own the plant.

Director Croucher shared with regard to CWA that they did not hold a December meeting. He indicated that he will be attending his first Legislation, Conservation and Outreach Committee (LCO Committee) meeting next Thursday, January 14. Director Croucher co-chairs the committee with Ms. Fern Steiner, City of San Diego, and Ms. Christy Guerin, Olivenhain MWD. He also shared that he just received information regarding the Turf Replacement Program and indicated that there are two programs:

1. Replacement with water tolerant plants at \$1.50/sq. foot. This fund has been fully expended and they will not be accepting additional applications. CWA's staff will be updating CWA's board on the success of the program and their plans to acquire new grant funding for the program.
2. Replace turf with artificial turf. This is new program that will be rolled out soon.

He asked staff to disseminate the information to the District's customers so they are aware of the program and have an opportunity to maximize their conservation efforts.

He also indicated that he is working with CWA's staff to assure they continue to provide the District information on the conservation programs that are available and who may be contacted regarding the programs.

12. DIRECTORS' REPORTS/REQUESTS

Director Robak indicated that record rain fell throughout the State, with the exception of San Diego. He stated that the State received 10 trillion gallons of rain water which is enough to cover the entire State of California with three and half (3½) inches of water. He indicated that while he is proud of the District's customers' gallons per capita per day water use, the District's use is up 2.4% and the County's use is up 1.3% from last year. He observed that the entire State experienced record heat and inquired why the District's and the County of San Diego's use went up, while the rest of the State's use went down. General Manager Watton indicated that it is not certain why the use it up and that it may be the weather patterns in the County versus the rest of the State. It was noted

that the per capita water use of 67 gallons per day is only for residential use. It does not include commercial, however, the District is significantly below its goal and is in good shape.

Director Robak also commented on the Fallbrook ID and Rainbow MWD merger. He indicated that it appears it is moving forward and that the staff of both agencies is supporting the merger.

Director Croucher indicated that he sits on the LAFCO Special Districts Advisory Committee and the merger was an item on the committee's agenda. The boards of both agencies attended the meeting and discussed the merger. He stated the largest issue with the merger is governance. The agencies are deadlocked on this issue and the Special Districts Advisory Committee suggested that they continue their discussions and work out a compromise. He indicated that by the end of the meeting, both agencies felt that they could work together on this issue.

Director Robak also indicated that he read that Coachella Valley WD is providing rebates to golf courses to remove their turf. He inquired if the County of San Diego is discussing providing a similar rebate. General Manager Watton indicated that this is a discussion of contention between the CWA and MWD. The golf courses utilizing potable water are receiving millions of dollars to remove their turf. It is questioned whether that is the real intent of the golf course turf replacement program. CWA does not agree with how the current program is working. The Coachella Valley WD program is more reasonable as it limits the amount of turf that is eligible for rebates to 8 acres.

Director Robak also shared that Bill Gates' Foundation is backing Janicki Bio Energy's pilot test of an Omniprocessor which operates off of steam and converts sewer sludge into potable water. He stated that there is a YouTube video of the processor and the technology looks promising. He also shared that MIT released a study in the last month that indicates that desalination is the option of last resort after conservation, recycling and treating recycled sewage. He stated that this not surprising because of the large cost of electricity to produce desalinated water.

Director Thompson thanked staff for a great 2014 and indicated that he is looking forward to 2015.

13. PRESIDENT'S REPORT

President Lopez reported on meetings he attended during the months of November and December 2014 (a list of meetings he attended is attached).

14. ADJOURNMENT

With no further business to come before the Board, President Lopez adjourned the meeting at 4:27 p.m.

President

ATTEST:

District Secretary

**President's Report
January 7, 2015 Board Meeting**

A) Meetings attended during the Month of November 2014:

- 1) **Nov 5: Attended the District's Regular Board Meeting.**
- 2) **Nov 12: Attended the Water Conservation Garden Board Meeting** (see attached agenda)
- 3) **Nov 18: Attended the San Diego Regional Chamber Legislative Event.** Event was to honor San Diego's elected officials and their staff. The special guest for the event was Mayor Faulconer.
- 4) **Nov 21: Committee Agenda Briefing.** Met with General Manager Watton to review items that will be presented at the December FA&C and EO&WR Committee meetings.

B) Meetings attended during the Month of December 2014:

- 1) **Dec 2: Attended the Scoping Meeting for the Otay Mesa Conveyance System (Desalination Pipeline Project).**
Attendees: Directors Croucher and Robak, General Manager Watton, and District staff.
- 2) **Dec 4: Attended a meeting of the Metro Commission** (see attached agenda)
- 3) **Dec 5: Attended the District's Special Board Meeting** where Directors Croucher and Smith were sworn in and the board elected officers.
- 4) **Dec 6: Participated in the City of Chula Vista's Starlight Parade.** Participants: Director Thompson, Communications Officer Buelna, Utility Worker II Marvin Woods and Utility Worker I DeAndre Savage
- 5) **Dec 8: Attended the District's Finance, Administration and Communications Committee.** Reviewed, discussed, and made recommendation on items that will be presented at the January board meeting.
- 6) **Dec 13: Attended the District's Employee Holiday Event**

C) Meetings attended during the Month of January 2015:

7) **Jan 3:**

- a. **Attended a meeting of the District's Ad Hoc Salt Creek Golf Course Committee.** Attendees: Director Thompson, General Manager Watton, Chief Financial Officer Beachem, Finance Mgr. Koeppen and General Counsel Shinoff

- b. **Board Agenda Briefing.** Met with Director Thompson, General Manager Watton and General Counsel Dan Shinoff to review items that will be presented at the January Board Meeting.

AGENDA ITEM 6a



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	February 4, 2015
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT NO./ SUBPROJECT:	P1438- DIV. NO. ALL 010000
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:	Award of Professional Services Contract for As-Needed Plan Review, Inspection, and Project Management Services for Developer Potable and Recycled Water Projects		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) award a Professional Services contract for As-Needed Plan Review, Inspection, and Project Management Services for Developer Potable and Recycled Water Projects to Aegis Engineering Management (Aegis) and authorize the General Manager to execute an agreement with Aegis in an amount not-to-exceed \$400,000, for a period of two (2) fiscal years (FY 2015, FY 2016). The contractual end date will be June 30, 2017.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board authorization for the General Manager to enter into a Professional Services contract for As-Needed Plan Review, Inspection, and Project Management Services for Developer Potable and Recycled Water Projects with Aegis in an amount not-to-exceed \$400,000, for a period of two (2) fiscal years (FY 2015, FY 2016). The contractual end date will be June 30, 2017.

ANALYSIS:

The District will require the As-Needed services of a consulting firm to provide professional services in support of developer projects. The Consultant assists the Public Services Division of the Engineering Department in processing and performing plan check review, approvals, inspection, and project close-out for both developer and retrofit projects. The inspection services require the Consultant to be a Cross-Connection Control Specialist certified through the American Water Works Association (AWWA) or American Backflow Prevention Association (ABPA). Proof of certification was required at the time of proposal. The inspection services shall coordinate coverage testing as well as cross-connection tests, as mandated by the California Department of Public Health. It is anticipated that the Consultant will review and inspect approximately sixty (60) projects or more. Over the same period, staff estimates the cost to perform this responsibility will not exceed \$400,000. Since these services are As-Needed, driven by development, and completely funded by developer deposits, the full amount of this contract may not be expended.

On September 16, 2014, the District solicited for Plan Review Inspection and Project Management Services for Developer Potable and Recycled Water Projects by placing an advertisement on the District's website and several other publications, including the San Diego Daily Transcript. Seven (7) firms submitted a letter of interest and a statement of qualifications. The Request for Proposal (RFP) for Plan Review, Inspection, and Project Management Services for Developer Potable and Recycled Water Projects was sent to the seven (7) firms resulting in three (3) proposals received by October 20, 2014 from the following firms:

- AEGIS Engineering Management of San Diego, CA
- NCE of Fountain Valley, CA
- West Yost Associates of San Marcos, CA

The four (4) firms that chose not to propose are Valley Construction, Atkins, Dudek and Golden State Consultants. Of the three (3) proposals received, all were found to be responsive with respect to the District's requirement for AWWA or ABPA cross-connection control specialist certification. The remaining four (4) declined to propose due to various reasons including expressing difficulty with finding inspectors with AWWA or ABPA certified cross-connection control specialist certifications.

In accordance with the District's Policy 21, Staff evaluated and scored all written proposals and interviewed the three (3) firms on Monday, November 17, 2014. Aegis received the highest score for their services based on their experience, understanding of the scope of work, proposed method to accomplish the work, and their composite hourly rate. Aegis was the most qualified with the best overall rating or ranking. A summary of the complete evaluation is shown in Attachment B.

Aegis submitted the Company Background Questionnaire, as required by the RFP, and staff did not find any significant issues. Staff checked their references and performed an internet search on the company. Staff found the references to be excellent and did not find any outstanding issues with the internet search.

Aegis' project manager and inspector listed in the proposal are AWWA or ABPA certified cross-connection control specialists and have vast plan checking, inspection, and project management experience.

Staff estimated that an average of \$7,000 will be needed per project to perform the plan check review, inspection and project management services. The District recuperates these funds by billing directly to the developer.

The District has historically utilized professional As-Needed services to support the delivery of private recycled water projects that are part of a development. The use of the As-Needed services is directly tied to the rate of development which is influenced by the economy. As-Needed services are flexible and only used as development is initiated. As a result, the use of As-Needed services in support of developer projects has been a useful tool that can flex with the economic swings that may occur over time.

An analysis of the workload associated with the As-Needed plan review and inspection of developer recycled water facilities indicates a stable workload over the last five years. Additionally, the economic outlook of the San Diego County's economy and the future of south San Diego County as it relates to the Otay Water District indicates steady growth in future development over the next five years. This is also reflected in the District's six-year Capital Improvement Program.

As such, staff is evaluating the use of District staff to support the developer projects in lieu of As-Needed services. The annual effort of the As-Needed services used to support the developer projects from calendar year 2010 through 2013 averaged hours that equated to less

than a full-time employee (FTE) at a rate of 0.8 FTE per year. In calendar year 2014, as development work increased, the annual effort grew to approximately 1.4 FTE. Although a cost analysis indicates that the cost for District staff to perform the work is equivalent to the cost of As-Needed services provided under the current contract, other factors indicate that there may be efficiencies gained by performing the work with District staff. These include the elimination of project management and oversight performed by District staff as part of the As-Needed contract. Staff will complete the evaluation as part of the development of the Fiscal Year 2016 budget.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

Plan check, inspection and project management services are an on-going effort provided by the District's Public Services Division in support of developer projects. This particular expense is completely funded by developer deposits and does not affect the District's operating budget.

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high value 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 at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

DM/RP:jf

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Attachments: Attachment A - Committee Action
 Attachment B - Summary of Proposal Rankings



ATTACHMENT A

SUBJECT/PROJECT: P1438-010000	Award of As-Needed Plan Review, Inspection, and Project Management Services for Developer Potable and Recycled Water Projects Contract for Fiscal Years 2015 and 2016
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on January 20, 2015, and the following comments were made:

- Staff recommended that the Board award a Professional Services contract for As-Needed Plan Review, Inspection, and Project Management Services for Developer Potable and Recycled Water Projects to Aegis Engineering Management (Aegis) and authorize the General Manager to execute an agreement with Aegis in an amount not-to-exceed \$400,000, for a period of two (2) fiscal years (FY 2015, FY 2016). The contractual end date will be June 30, 2017.
- It was discussed that the District will require the As-Needed professional services of a consulting firm in support of Developer funded Potable and Recycled Water Projects. The Consultant will assist the Public Services Division of the Engineering Department in processing and performing plan check review, approvals, inspection, project management and project close-out.
- Staff noted that the inspection services require the Consultant to be a Cross-Connection Control Specialist certified through the American Water Works Association (AWWA) or American Backflow Prevention Association (ABPA). In addition, the inspection services shall coordinate coverage testing as well as cross-connection tests, as mandated by the California Department of Public Health for recycled water projects.
- Staff indicated that it is estimated that the Consultant will review and inspect approximately sixty (60) projects over the term of this contract. It is estimated that the cost to perform this responsibility will not exceed \$400,000; and since these services are As-Needed, driven by development, the full amount of this contract may not be expended.

- Staff discussed the selection process that was in accordance to the District's Policy 21. Seven (7) firms submitted a letter of interest and three (3) firms, AEGIS Engineering Management of San Diego, NCE of Fountain Valley, and West Yost Associates of San Marcos, submitted a proposal.
- Staff noted that all 3 firms were found to be responsive with respect to the District's requirement for AWWA or ABPA cross-connection control specialist certification. Staff reviewed the firms' proposals and the results of the analysis are shown in Attachment B of the staff report.
- AEGIS Engineering Management received the highest score for their services based on their experience, understanding of the scope of work, proposed method to accomplish the work, and their composite hourly rate. AEGIS was the most qualified with the best overall rating or ranking.
- Staff reviewed AEGIS's Company Background Questionnaire and staff did not find any significant issues. Staff checked their references and performed an internet search of the company and found the references to be excellent and did not find any outstanding issues with the internet search.
- As stated in the staff report, the annual effort for these services last calendar year grew to a level above that of a full-time employee for the first time in the last five years. Staff stated that they are evaluating the use of a District staff to support the developer projects in lieu of As-Needed services. Staff will complete the evaluation as part of the development of the Fiscal Year 2016 budget.
- Staff highlighted that the current recommendation is for As-Needed services and does not obligate the District should it decide to shift these services in-house.
- The Committee inquired about AEGIS's references. Staff indicated that AEGIS has been a long-time service provider to the District and that AEGIS's work for the District has been satisfactory.
- Aegis Engineering Management has provided services to the Rincon Del Diablo Municipal Water District (MWD), the Los Angeles Department of Water and Power, and the Olivenhain Municipal Water District. Subsequent to the Committee meeting, staff checked the listed references outside the District including Rincon Del Diablo MWD and found them to be satisfactory.
- In response to a question from the Committee, staff stated that they are taking into consideration the hiring of a full-time employee to perform some of the work that was discussed. In calendar year 2014, as development work increased, the annual effort of As-Needed

services used to support the developer projects increased to approximately 1.4 FTE. If a full-time employee were to be hired, the District would continue to contract for As-Needed services; this would give the District the flexibility to utilize as-needed services while the full-time employee becomes more proficient with assigned responsibilities or to perform work beyond the one full time position.

- The Committee made several comments on the process of determining the fee ranking listed in the Summary of Proposal (Attachment B) and the appearance of fairness when there is a reduced number of respondents. It was noted that the fee ranking process under Policy 21 has evolved over the years. Staff stated that they will again review Policy 21 as to the fee ranking and discuss the process with the Board at a later date.
- The Committee inquired about the District's liability of having As-Needed contracts with consultants. Legal Counsel stated that it would benefit the District as contracts with consultants makes them liable for any issues or problems associated with their work, as opposed to doing it in-house and being liable. Legal Counsel indicated that District contracts includes an indemnity clause that addresses this matter.

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

ATTACHMENT B

**SUMMARY OF PROPOSAL RANKINGS
AS-NEEDED PLAN REVIEW, INSPECTION, AND PROJECT MANAGEMENT
CONSULTING SERVICES**

		WRITTEN							ORAL					TOTAL SCORE	REFERENCES		
		Qualifications of Team	Responsiveness, Project Understanding	Technical and Management Approach	INDIVIDUAL SUBTOTAL - WRITTEN	AVERAGE SUBTOTAL - WRITTEN	Proposed Rates*	Consultant's Commitment to DBE	AVERAGE TOTAL WRITTEN	Additional Creativity and Insight	Strength of Project Manager	Presentation, Communication Skills	Quality of Response to Questions			INDIVIDUAL TOTAL - ORAL	AVERAGE TOTAL ORAL
MAXIMUM POINTS		30	25	30	85	85	15	Y/N	100	15	15	10	10	50	50	150	Poor/Good/Excellent
West Yost Associates	BOB KENNEDY	25	21	25	71	70	1	N	71	11	12	7	6	36	37	108	
	HOWARD ALMGREN	25	19	22	66					12	12	8	8	40			
	KEVIN CAMERON	25	20	24	69					11	12	8	7	38			
	GARY STALKER	24	22	26	72					9	10	8	6	33			
	BRANDON DIPIETRO	25	23	24	72					12	12	8	7	39			
NCE Engineering & Environmental Services	BOB KENNEDY	24	20	24	68	66	7	Y	73	12	12	8	7	39	42	115	
	HOWARD ALMGREN	23	19	19	61					13	13	10	9	45			
	KEVIN CAMERON	24	20	23	67					12	12	9	8	41			
	GARY STALKER	22	20	23	65					12	13	8	8	41			
	BRANDON DIPIETRO	24	22	23	69					13	14	8	8	43			
Aegis Engineering Management	BOB KENNEDY	27	23	27	77	76	15	Y	91	14	12	9	8	43	46	137	Excellent
	HOWARD ALMGREN	26	22	26	74					15	14	9	10	48			
	KEVIN CAMERON	27	23	27	77					14	14	8	8	44			
	GARY STALKER	26	23	27	76					15	14	9	9	47			
	BRANDON DIPIETRO	26	24	27	77					14	14	9	9	46			

RATES SCORING CHART			
Consultant	Proposed Rates	Position	Score
West Yost Associates	\$1,099	lowest	1
NCE Engineering & Environmental Services	\$955		7
Aegis Engineering Management	\$775	highest	15

*The fees were evaluated by comparing rates for seven positions. The sum of these seven rates are noted on the table to the left.
Note: The Review Panel does not see or consider rates when scoring other categories. Rates are scored by the PM, who is not on the Review Panel.

AGENDA ITEM 6b



STAFF REPORT

TYPE MEETING: Regular Board

MEETING DATE: February 4, 2015

PROJECT:

DIV. NO. All

SUBMITTED BY: Kevin Koeppen, Finance Manager

APPROVED BY: Joseph R. Beachem, Chief Financial Officer

German Alvarez, Assistant General Manager, Finance and Administration

Mark Watton, General Manager

SUBJECT: Appointment of Auditor for Fiscal Year Ending June 30, 2015

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to sign the engagement letters from the auditing firm of Teaman, Ramirez & Smith, Inc., to contract for audit services for the 2015 fiscal year.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

The District is required to retain the services of an independent accounting firm to perform an audit of the District's financial records each year.

ANALYSIS:

At the Board meeting on January 7, 2014, the Board approved Teaman, Ramirez & Smith, Inc., as the District's auditors for a 1-year contract, with four (4) 1-year options, with each option year subject to Board review and approval.

Staff is recommending the appointment of Teaman, Ramirez & Smith, Inc. as the District's auditors for FY-2015, in conjunction with the

first 1-year contract option. This is based on their staff's knowledge of the District's operations and finances, their technical qualifications, and their performance as the District's auditors during the FY-2014 audit.

The audit will consist of four major components: 1) Standard Audit Services, to provide an audit opinion on the District's financial statements; 2) Agreed upon procedures related to the District's Investment Policy procedures, to issue a report on staff's compliance with District policy; 3) A State Controllers Report, required by the State of California; and 4) Assistance in preparation of the District's Comprehensive Annual Financial Report (CAFR).

The following is a tentative planning schedule for the major activities involved in completing the FY-2015 financial audit:

- May-2015: Pre-audit fieldwork (3 - 4 days).
- Aug-2015: Year-end audit fieldwork (4 - 5 days).
- Nov-2015: Board presentation of the audited financial statements.
- Dec-2015: CAFR submission to Government Finance Officers Association.

FISCAL IMPACT:

The fee for auditing services for the Fiscal Year ending June 30, 2015, will be \$26,300. This is an increase of \$500 over the prior year's fee.

STRATEGIC GOAL:

The District ensures its continued financial health through long-term financial planning, formalized financial policies, enhanced budget controls, fair pricing, debt planning, and improved financial reporting.

LEGAL IMPACT:

Required by law.

Attachments: Attachment A - Committee Action Form
Attachment B - Teaman, Ramirez & Smith, Inc. Audit Engagement Letter
Attachment C - Teaman, Ramirez & Smith, Inc. State Controllers Report Engagement Letter
Attachment D - Teaman, Ramirez & Smith, Inc. Agreed Upon Procedures Engagement Letter
Attachment E - Teaman, Ramirez & Smith, Inc. Fee Letter



ATTACHMENT A

SUBJECT/PROJECT:	Appointment of Auditor for Fiscal Year Ending June 30, 2015
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on January 21, 2015 and the following comments were made:

- Staff is recommending approval of the engagement letter with Teaman, Ramirez & Smith, Inc. (TRS) to contract for audit services for the 2015 fiscal year.
- On January 2014, the Board approved TRS as the District's auditors for a 1-year contract, with four (4) 1-year options, with each option year subject to Board approval.
- This request is the first 1-year option and the second year TRS will serve as the District's auditors under the January 2014 agreement.
- Staffs' recommendation is based on TRS performance on the initial audit year and knowledge of the District's finances and operations.
- The audit will consist of four major components:
 - Standard audit to provide opinion on the District's financial statements
 - Agreed upon procedures related to the District's Investment Policy
 - A State Controllers Report which is required by the State of California
 - Assistance in the preparation in the District's Comprehensive Annual Financial Report (CAFR)
- The fee for the audit services will be \$26,300 for fiscal year 2015 which is an increase of \$500 over the previous year.

- The committee indicated that they felt it was a very seamless transition to TRS from the District's previous auditor. They also stated that they had anticipated a minor increase and feel that TRS has provided that. It is felt the District is getting a good value for its ratepayers.

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



January 6, 2015

Joseph Beachem, Chief Financial Officer
Otay Water District
2554 Sweetwater Springs Blvd
Spring Valley, CA 91778-2004

We are pleased to confirm our understanding of the services we are to provide the Otay Water District (the "District") for the year ended June 30, 2015. We will audit the financial statements of the business-type activities, and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the Otay Water District as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Government Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist principally of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Funding Progress for PERS
3. Schedule of Funding Progress for DPHP

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditors' report will not provide an opinion or any assurance on that other information.

1. Introductory Section
2. Statistical Section

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the

accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinion is other than unqualified, we will discuss the reasons with you in advance. If our opinions on the financial statements are other than unqualified (unmodified), we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We will also provide a report on agreed upon procedures performed on the District's calculation of its annual appropriations limit as required by Article XIII B of the California State Constitution. We will perform the procedures in the Article XIII B Appropriations Limit Uniform Guidelines as published by the League of California Cities. This report will include a statement that the report is intended solely for the information and use of management, Board of Directors and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with preparation of your financial statements, related notes, and reports to the State Controller. Reports to the State Controller are addressed in a separate engagement letter. These nonaudit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported; for the selection and application of accounting principles; and for the preparation and fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and also for ensuring that financial information is reliable, complete and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatement and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, illegal acts, violations of contracts or grant agreements, or abuse that we may report.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period or if they have changed the reasons for

such changes; and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys

as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the District and its environment, including internal control sufficient to assess the risk of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Teaman, Ramirez & Smith, Inc. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to grantor agencies or their designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purpose of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of our firm. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies

or information contained therein to others, including other governmental agencies. In such cases, Teaman, Ramirez & Smith, Inc. is not responsible for the distribution of the copies or information contained therein.

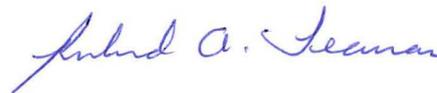
The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a grantor or federal agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our final audit fieldwork on approximately August 2015 and to issue our reports approximately in October 2015. Richard Teaman is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be \$24,800. Our invoices for these fees will be rendered as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if have not completed our report. You will be obligated to compensate us for all time expended through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Otay Water District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

TEAMAN, RAMIREZ & SMITH, INC.



Richard A. Teaman
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of the Otay Water District.

By: _____

Title: _____

Date: _____



January 6, 2015

Joseph Beachem, Chief Financial Officer
Otay Water District
2554 Sweetwater Springs Blvd
Spring Valley, CA 91778-2004

Dear Joseph:

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will compile, from information you provide, the balance sheet of the Otay Water District (the "District") for the year ended June 30, 2015 and the related statements of revenues and expenses, and changes in fund equity for the year then ended to be included in the forms prescribed by the California State Controller (State Controller's Report) and issue an accountant's report thereon in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

The supplementary information that accompanies the State Controller's Report is additional information requested by the California State Controller. The supplementary information will be compiled from information that is the representation of management. We will not audit or review the supplementary information. We will not express an opinion or provide any assurance on such supplementary information.

The objective of a compilation is to assist you in presenting financial information in the forms prescribed by the California State Controller. We will utilize information that is your representation without undertaking to obtain or provide any assurance that there are no material modifications that should be made to those forms for them to be in conformity with the basis of accounting prescribed by the California State Controller.

You are responsible for:

- the preparation and fair presentation of the State Controller's Report in accordance with the basis of accounting prescribed by the California State Controller.
- designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the State Controller's Report.
- preventing and detecting fraud.
- identifying and ensuring that the District complies with the laws and regulations applicable to its activities.
- making all financial records and related information available to us and for the accuracy and completeness of that information.

We will conduct our compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation differs significantly from a review or an audit of financial statements. A compilation does not contemplate performing inquiry, analytical procedures, or other procedures performed in a review. Additionally, a compilation does not contemplate obtaining an understanding of the District's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, or the examination of source documents (for example, cancelled checks or bank images); or other procedures ordinarily performed in an audit. Accordingly, we will not express an opinion or provide any assurance regarding the State Controller's Report being compiled.

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts. However, we will inform the appropriate level of management of any material errors, and of any evidence or information that comes to our attention during the performance of our compilation procedures, that fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

If, for any reason, we are unable to complete the compilation of your State Controller's Report, we will not issue a report on such prescribed forms as a result of this engagement.

You are responsible for assuming all management responsibilities and for overseeing any other services we provide by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience. In addition, you are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for the results of such services.

Richard Teaman is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee to prepare the report is included in the fee quoted in the engagement letter to conduct the June 30, 2015 financial audit of the District dated January 6, 2015. The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as prescribed in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

TEAMAN, RAMIREZ & SMITH, INC.



Richard A. Teaman
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of the Otay Water District.

By: _____

Title: _____

Date: _____



January 6, 2015

Joseph Beachem, Chief Financial Officer
Otay Water District
2554 Sweetwater Springs Blvd
Spring Valley, CA 91778-2004

Dear Joseph:

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the Otay Water District (the "District").

We will apply the agreed-upon procedures which the District's management has specified, listed in the attached schedule, for the investments of the District for the fiscal year ending June 30, 2015 (prepared in accordance with generally accepted accounting principles). This engagement is solely to assist the District's management in evaluating the compliance with the District's investment policy. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which this report has been requested or for any other purpose. If for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed in the attached schedule do not constitute an examination, we will not express an opinion on the District's investments or any elements, accounts, or items thereof. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

We will submit a report listing the procedures performed and our findings. This report is intended solely for the information and use of the District, and is not intended to be and should not be used by anyone other than this specified party. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

You are responsible for the presentation of the investments of the District in accordance with generally accepted accounting principles; and for selecting the criteria and determining that such criteria are appropriate for your purposes. You are responsible for assuming all management responsibilities and for overseeing any nonattest services we provide by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience. In addition, you are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for the results of such services.

Richard A. Teaman is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We plan to begin our procedures in approximately August 2015 and, unless unforeseeable problems encountered, the engagement should be completed in October 2015. At the conclusion of our engagement, we will require a representation letter from management that, among other things, will confirm management's responsibility for the presentation of the investments of the District in accordance with generally accepted accounting principles.

Our fees for these services will be \$1,500. The fee is based on anticipated cooperation your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional services arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Very truly yours,

TEAMAN, RAMIREZ & SMITH, INC.



Richard A. Teaman
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of the Otay Water District.

By: _____

Title: _____

Date: _____

Otay Water District Agreed-Upon Procedures

Investments

1. Obtain a copy of the District's investment policy and determine that it is in effect for the fiscal year ended June 30, 2015.
2. Select 4 investments held at year end and determine if they are allowable investments under the District's Investment Policy.
3. For the four investments selected in #2 above, determine if they are held by a third party custodian designated by the District.
4. Confirm the part or original investment amount and market value of the four investments selected above with the custodian or issuer of the investments.
5. Select two investment earnings transactions that took place during the year and recomputed the earnings to determine if they proper amount was received.
6. Trace amounts received for transactions selected at #5 above into the District's bank accounts.
7. Select five investment transactions (buy, sell, trade, or maturity) occurring during the year under review and determine that the transactions are permissible under the District's investment policy.
8. Review supporting documentation for the five investments selected at #7 above to determine if the transactions were appropriately recorded in the District's general ledger.



January 6, 2015

Kevin Keoppen, Finance Manager
 Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91778-2004

Dear Kevin:

Pursuant to your request, we are pleased to submit this proposal to perform the audit of the Otay Water District for the year ending June 30, 2015.

For June 30, 2015, we propose the following fees:

	<u>2014/2015</u>
Audit of Financial Statements:	
Annual Audit Fee	\$ 24,800
Investment Agreed Upon Procedures	<u>1,500</u>
Total	<u>\$ 26,300</u>

Our proposed fee takes into consideration experience gained by the District's staff and refinements to the District's accounting system. This proposal assumes the scope of operations for the District will not change from the prior year. Should the scope change we would be happy to discuss those changes with you and negotiate a new fee.

The aforementioned fees do not include a Single Audit required by federal funding. If the District reaches the expenditure of federal funds threshold requiring a Single Audit for a particular year, there will be an additional fee of \$3,600 for that year. The District has not been required to have a Single Audit since we have been doing the audit.

We can appreciate your concern over any costs incurred by the District and would be happy to talk to you personally and explain in more detail our position regarding this matter.

Sincerely,

Teaman, Ramirez & Smith, Inc.

Richard A. Teaman
 Certified Public Accountant

AGENDA ITEM 6c



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	February 4, 2015
		PROJECT:	DIV. NO. All
SUBMITTED BY:	Marissa Dychitan, Senior Accountant		
	Kevin Koeppen, Finance Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Joseph R. Beachem, Chief Financial Officer		
	<input checked="" type="checkbox"/> German Alvarez, Assistant General Manager		
	<input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Adjust the Wheeling Rate for the Delivery of Treaty Waters to Mexico to \$70.37 for Calendar Year 2015 and Set Mexico's Planned Project and Emergency Repair Reserve Fund Requirement at \$70,000		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to adjust the wheeling rate for the delivery of Treaty Waters to Mexico to \$70.37 for Calendar Year 2015 and set Mexico's Planned Project and Emergency Repair Reserve Fund requirement at \$70,000.

COMMITTEE ACTION:

See Attachment A.

PURPOSE:

To adjust the wheeling rate for the delivery of Treaty Waters to Mexico for Calendar Year 2015 and set the requirement for Mexico's Planned Project and Emergency Repair Reserve Fund.

BACKGROUND :

The agreement to provide temporary emergency deliveries to Mexico was originally executed in 2003. In 2008, the agreement was extended for a period of five years via Amendment No. 1, which subsequently expired on November 9, 2013. In February 2014, the Otay Water District's Board of Directors approved the renewal of the agreement, which we anticipate will be executed in March of 2015.

Staff is submitting this recommendation of adjustment to the wheeling rate and establishing the repair reserve, funded by Mexico and held at the San Diego County Water Authority (CWA), to be effective upon execution of the agreement. Per the draft agreement, the District has thirty days from the execution date to establish the wheeling rate and repair reserve fund.

Deliveries of water to Mexico are based on a purchase schedule provided by Mexico to the United States Commissioner on a calendar year basis. Wheeling rates and repair reserves are based on the most current calculation of costs and any changes to the rate shall be approved by the District's Board of Directors.

The \$70.37 wheeling rate for Calendar Year 2015 is based on the District's costs of energy and Operations and Maintenance (O&M) associated with delivering water to Mexico. The recommended rate represents a \$6.23 (9.7%) increase from the prior rate of \$64.14 per acre-foot approved by the Board on October 2, 2013. The year-over-year increase is primarily due to rising SDG&E costs. The District has budgeted a 9% increase in SDG&E costs for Fiscal Year 2015.

The \$70,000 reserve fund is a reserve funded by Mexico and held by CWA. The purpose of this reserve is to secure the funding of planned and unplanned repairs, approved by Mexico, to be performed by the Otay Water District on the Mexico connection. The recommended \$70,000 reserve was determined to be an appropriate level based on the District's historical cost to repair similar infrastructure in an emergency situation. Under the currently drafted terms and conditions, the minimum reserve shall not be less than seventy thousand dollars (\$70,000) and not greater than two hundred and fifty thousand dollars (\$250,000).

ANALYSIS :

Water is pumped to the Mexico connection from the District's 870-1 Pump Station, which also pumps water to the District's 870-1 Reservoir in the Otay Mesa area. There are a total of 4 energy bills

(SDG&E) attributable to the pump station and these bills are used in the calculations for the energy portion of the rate the District charges Mexico. The water volumes pumped to both Mexico and the reservoir are added together, and the energy costs for Mexico are allocated based on the respective percentage of the total water volume. Similarly, maintenance costs for the District's distribution infrastructure from CWA to the Mexico border connection are computed based on Mexico's percentage of the total water volume pumped through that portion of the District's infrastructure. The energy costs are then added to the maintenance and repair costs and expressed as an overall rate per acre-foot.

Based on the methodology described above, staff has recalculated the "unit payment due the District for delivery charges and other expenses (\$/acre-foot)" to be used by CWA on their monthly billing invoices to Mexico for water deliveries. Effective upon execution of the agreement, the proposed rate is \$70.37 per acre-foot.

Based on a review of historical repair costs a reserve of seventy thousand dollars (\$70,000) should be established.

FISCAL IMPACT:

None. This adjustment maintains the District in a projected cost neutral position.

STRATEGIC GOAL:

Strengthen the long-term financial plan.

LEGAL IMPACT:

None.

Attachments:

- A) Committee Action Form



ATTACHMENT A

SUBJECT/PROJECT:	Adjust the Wheeling Rate for the Delivery of Treaty Waters to Mexico to \$70.37 for Calendar Year 2015 and Set Mexico's Planned Project and Emergency Repair Reserve Fund Requirement at \$70,000
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on January 21, 2015 and the following comments were made:

- Staff is requesting that the Board authorize the General Manager to adjust the wheeling rate for the delivery of Treaty Waters to Mexico to \$70.37 per AF and set Mexico's Planned Project and Emergency Repair Reserve Fund at \$70,000.
- Staff indicated that the wheeling rate will increase from \$64.14 to \$70.37 per AF. The \$6.23 increase is primarily due to increases in SDG&E costs. The District has budgeted a 9% increase from SDG&E in FY2015.
- It was indicated that the \$70,000 reserve fund is a reserve funded by Mexico and held by CWA. The purpose of this reserve is to secure the funding of planned and unplanned repairs, approved by Mexico, to be performed by Otay Water District on the Mexico connection. Under the current terms and conditions of the agreement, the minimum reserve shall not be less than \$70,000 and not greater than \$250,000. The recommended \$70,000 reserve was determined to be an appropriate level based on the District's historical cost to repair similar infrastructure in an emergency situation.
- In February 2014, the Otay Water District Board of Directors approved the renewal of the agreement, which staff anticipates will be executed in March of 2015.
- Staff is proposing that the rate adjustment and the establishment of the Emergency Repair Reserve be effective upon execution of the agreement.

- In response to an inquiry from the committee, staff indicated that the wheeling rate is adjusted annually based on an analysis of cost.
- Staff explained that if the pipeline requires small repairs on the District's side, it is very complicated to get funds approved at the Federal level and get the transfers accomplished. Staff noted that any repairs would need to be approved by Mexico, but repairs can be facilitated more quickly once the approvals are acquired as the funding is available in the Emergency Repair Reserve fund.
- The committee questioned if historical repairs is a good indicator to determine the amount of the Emergency Repair Reserve. If the costs were more, would the District front costs. The committee did not wish for repairs to get held up because the fund is not sufficient, but fronting costs for repairs that do not benefit the District's ratepayers is a concern to the committee. Staff shared that the only time that the District fronted money for repairs to the pipeline was in the 1980's, The agreement with Mexico had lapsed and Mexico had an emergency need for water. Because the District had a good relationship with Mexico's water agency, the District agreed to repair the connection so they may receive water. It took about 18 months to get agreements in place, reimbursement for the repairs, etc. Since then, the pipeline has been maintained and repairs kept up to date. The reserve would serve to facilitate repairs, such as leaks, etc., or in an emergency if repairs must be done immediately for safety reasons before approval can be obtained from Mexico. The reserve would assure that the District is reimbursed. Staff indicated that the last repair on the pipeline was to replace valves which cost \$48,000. Staff noted that the District is not obligated to front funds. The fund is more of a protection of time for Mexico to facilitate repairs and it is Mexico's decision on how much protection they wish to provide.
- Staff indicated that the connection to Mexico is a small system that includes 400 feet of pipeline and a fence surrounding the pipeline appurtenances. Repair costs would not be too high unless there was a catastrophe and the entire line needed replacement. In this situation, the District would need to work with Mexico and discuss an agreement.
- In response to an inquiry from the committee, staff indicated that CWA holds the Emergency Repair Reserve as they have the relationship with IBWC and CILA. Should a repair situation arise, Otay WD would provide documentation on repair costs and the basis for the repairs to CWA. CWA would contact IBWC who

would then contact CILA. The communication back from Mexico would return in the same fashion. This communication can be done fairly quickly. However, if a request included funding, it would take much longer to transact an arrangement.

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

AGENDA ITEM 6d



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	February 4, 2015
		PROJECT:	DIV. NO. All
SUBMITTED BY:	Mark Watton, General Manager		
APPROVED BY:	<input checked="" type="checkbox"/> German Alvarez, Assistant General Manager		
	<input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Adopt Ordinance No. 549 Amending Section 1.03 A, Date of Election of the District's Code of Ordinances		

GENERAL MANAGER'S RECOMMENDATION:

That the Board adopt Ordinance No. 549 (Attachment B) amending Section 1.03.A, Date of Election, of the District's Code of Ordinances.

COMMITTEE ACTION:

See Attachment A.

PURPOSE:

To revise the language in Section 1.03.A in the District's Code of Ordinances related to the election of officers for the Board of Directors to change elections from January to December for consistency with recent changes in state law.

ANALYSIS:

Assembly Bill 72 ("AB72"), approved in June of 2013, amended Water Code section 71253, which now reads as follows: "Except for the directors elected at a formation election, directors elected to office shall take office *at noon on the first Friday in December succeeding their election.*" (Water Code § 71253 (emphasis added).)

Prior to this amendment, the Water Code required directors, except directors elected at the district formation election, to take office on the first Monday after January succeeding their election. According to the legislative history for AB72, the change in the law was sponsored by several water districts who wanted to avoid "lame duck" directors who had no motivation to act over their last month or two of office; thus, the new law enabled directors to take office approximately 30 days sooner than under prior law. The change in the law also made the timing for municipal water districts consistent with other types of California water districts, resulting in all water district directors in California taking office on the same date.

As a result of AB72, new or re-elected District directors now take office in December rather than January. It is recommended that Section 1.03.A of the District's Code of Ordinances be amended to move the election for officers of the Board of Directors from January to December. Section 1.03.A currently calls for officer elections to take place in January, or "at such time the Board deems necessary." Revising this section to call for elections in December, when new and re-elected directors take office, brings the District's Code of Ordinances into line with new state law timelines. The Board still maintains its discretion to move officer elections where desired.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

None.

LEGAL IMPACT:

None.

Attachments: Attachment A - Committee Action
 Attachment B - Ordinance No. 549
 Exhibit I - Strike-through Section 1
 Attachment C - Proposed Section 1



ATTACHMENT A

SUBJECT/PROJECT:	Adopt Ordinance No. 549 Amending Section 1.03.A, Date of Election, of the District's Code of Ordinances
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on January 21, 2015 and the following comments were made:

- Staff is requesting that the Board amend Section 1.03.A. to change the date of the election of Board officers to be consistent with recent changes in the state law.
- State law recently changed when Municipal Water Districts seated newly elected board members and elected their officers from the agencies' first board meeting in January to noon on the first Friday in December succeeding the new members election. This is the same as Irrigation Districts, making all water Districts consistent in this regard.
- The District's Attorney noted that the board still has the discretion to go dark in December and could move the elections and the seating of new members to January.
- The committee suggested some stylistic changes to the verbiage of Code of Ordinances Section 1 that included:
 - Making titles gender neutral, such as, "Chairman" to "Chair" and "Spokesman" to "Spokes Person", etc.
 - Capping all position titles (President, General Manager, etc.)
 - In Section 1.01.B, District Officers, change the first sentence as follows: "The Board shall appoint officers of the District as required by law, including a Secretary, Deputy or Assistant Secretary, Deputy or Assistant Treasurer. ~~The Board may also appoint a deputy or assistant secretary, deputy or assistant treasurer,~~ and such other assistants and employees as it may deem necessary to operate the District."

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

ORDINANCE NO. 549

AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE OTAY WATER DISTRICT
AMENDING SECTION 1.03.A,
DATE OF ELECTION,
OF THE DISTRICT'S CODE OF ORDINANCE

BE IT ORDAINED by the Board of Directors of Otay Water District that the District's Code of Ordinances, Section 1.03.A, Date of Election, be amended to change the date of elections from January to December for consistency with recent changes in state law. The amendment is presented in Exhibit I attached to this ordinance.

NOW, THEREFORE, BE IT RESOLVED that the amendments to Section 1.03.A, Date of Election, to the District's Code of Ordinances shall become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting duly held this 4th day of February 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President

ATTEST:

District Secretary

CHAPTER 2 ADMINISTRATION OF DISTRICT

SECTION 1 BOARD OF DIRECTORS AND OFFICERS1.01 GOVERNING BODY

A. Authority of Board. The Board of Directors, acting as a Board, is the governing body of the District. The Board shall act only at its regular, regularly adjourned or special meetings.

B. Authority of Individual Board Members. All powers of the District shall be exercised and performed by the Board as a body. Individual Board members, except as provided in this Code or otherwise authorized by the Board, shall have no power to act for the District, or the Board, or to direct the Staff of the District.

C. Compensation for District Directors. Each member of the District Board of Directors shall be compensated as per Board of Directors Policy 8, *Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits*, under Item A, Directors Per Diem, for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board at meetings or functions approved by the Board. A request for service made by the General Manager of the District or made or approved by the President of the Board shall be deemed approved by the Board. The number of days of authorized compensation for any calendar month shall be limited to ten, regardless of the number of meetings attended or days of service rendered.

D. Staff Direction. The Board shall work through the General Manager to obtain such information as may be necessary and appropriate to assist the Board in its deliberations, and may direct Staff to implement the policies and decisions of the Board. Individual Board members shall not act independently to direct Staff in the performance of their duties, or to provide or compile data, information or reports.

1.02 OFFICERS

A. Board Officers. The Board shall elect one of its members as President, and one of its members as Vice President.

B. District Officers. The Board shall appoint officers of the District as required by law, including a Secretary, Deputy or Assistant Secretary, Deputy or Assistant Treasurer, . ~~The Board may also appoint a deputy or assistant secretary, deputy or assistant treasurer,~~ and such other assistants and employees as it may deem necessary

to operate the District. The ~~s~~Secretary and ~~t~~Treasurer of the District may, but need not be, members of the Board.

1.03 ELECTION OF BOARD OFFICERS

A. Date of Election. In the month of ~~January~~ ~~December~~ of each year, or at such time the Board deems necessary, the Board shall elect a President and Vice President. Their terms shall be for one year, or until their successors are elected. The Board may, however, at its sole discretion and without cause reorganize and select new officers at anytime prior to the expiration of the one-year term.

B. Procedure for Election. The procedure in this paragraph B shall govern the election of Board President and Vice President, unless changed by action of the Board by motion at the time of the election. The General Manager shall chair the proceedings for election of the President, which shall be the first order of business after any newly elected directors have been seated or at anytime as the Board deems necessary. The newly-elected President shall assume office immediately, and shall chair the proceedings for the election of the Vice President. The ~~chairman~~Chair shall call for nominations from members of the Board. No second shall be required for nominations, although one or more members may second a nomination to indicate endorsement. No member may nominate more than one person for the position. Once all nominations have been made, the ~~Chairman~~Chair shall call for a roll call vote. Each Board member shall state the name of the candidate for whom ~~he~~ ~~he/she~~ casts his/~~her~~ vote. Three votes shall be required for election. If only one person should be nominated for an office, the Board may act by motion to elect such nominee.

1.04 BOARD VACANCIES

Procedure for Appointment. Vacancies in the office of Director shall be filled in accordance with the provisions of Section 1780 of the California Government Code. Such procedure permits the remaining members of the Board to fill the vacancy by appointment, provided the appointment is made within 60 days after the effective date of the vacancy, and provided further that notice of the vacancy is given as provided by law. In making such appointment, the Board shall follow the same procedure as provided for the election of its officers. In lieu of making an appointment, the remaining members of the Board may request an election to fill the vacancy.

1.05 DUTIES OF PRESIDENT

A. Meetings. The ~~p~~President shall preside over and conduct all meetings of the Board and hearings before the

Board. In so doing, the President shall have the following powers and responsibilities:

1. To follow the prepared agenda unless the Board concurs in any change.
2. To determine all questions of order and parliamentary procedure, unless ~~he~~ he/she chooses to submit any such question to the Board for decision.
3. To maintain order and to enforce reasonable rules of decorum.
4. To determine at meetings of the Board, other than public hearings, whether or not members of the public should be heard on particular issues or otherwise be permitted to address the Board.
5. To set reasonable limits upon the length of time and the number of occasions on which a person may speak at public hearings as well as other meetings of the Board.
6. To recognize Board members who may wish to be heard.
7. To restate, where necessary, and to put to a vote all questions properly before the Board, and to announce the result of each vote.
8. To terminate debate after there has been reasonable opportunity for full discussion of any issue and further debate would be needlessly repetitive or otherwise not useful, and where proper, to put the matter to a vote.
9. To rule out of order any comment by Board members, Staff or members of the public not germane to the issue then before the Board.
10. To respond to inquiries by Board members relating to procedures, or to factual information bearing upon the business before the Board.
11. To establish standing or ad hoc committees of the Board, and to appoint the members thereof, when requested by the General Manager.
12. To declare the meeting adjourned upon such vote by the Board, or when in his/her judgment any emergency or other cause requires adjournment.

13. To authenticate by his/her signature all acts, orders, and other proceedings of the Board.

Notwithstanding the delegation of such powers to the President, any action taken by a majority of the Board on any of the foregoing matters shall be determinative thereof.

B. Board Spokesman Person. The President shall act as spokesman person for the Board with respect to its actions and policies, and those of the District. This provision, however, shall not preclude any other officer or employee of the District from making appropriate comments within the scope of ~~his~~-his/her position.

C. Public Appearances. The President, or any Board member or Staff person ~~he~~-he/she designates, shall represent the Board, where it is appropriate or desirable for the District to appear, at meetings of other public agencies, before public groups, or on other public occasions. However, this provision shall not limit the attendance of any Director or authorized officer or employee of the District.

1.06 DUTIES OF VICE-PRESIDENT

A. Powers of Vice-President. The Vice-President shall act if the President is absent or unable to act, and shall exercise all of the powers of the President on such occasion.

1.07 DUTIES OF SECRETARY

A. Board Matters. With respect to the affairs of the Board of Directors, the Secretary shall have the following duties:

1. To take and prepare minutes of all Board meetings.
2. To keep in appropriate books the original copies of all final minutes, ordinances and resolutions of the Board.
3. To keep on file all Board committee reports.
4. To attest to the minutes, ordinances, resolutions and other documents of the Board.
5. To provide notice as required by law of any special meeting or regularly adjourned meeting.
6. To provide notice as required by law of any hearing before the Board.

7. In the absence of the President and Vice-President to call any meeting to order, and to preside until the election of a chairman chair person pro tem, who shall then exercise the powers of the President at such meeting.

B. Other Duties. The responsibilities enumerated in Section 7A are not intended to limit any other duties of the Secretary imposed by law, or assigned from time to time by the Board, or by the General Manager if the Secretary is an employee of the District.

C. Assistant Secretary. The Assistant Secretary shall act if the Secretary is absent or unable to act, and shall exercise all the powers of the Secretary on such occasion.

1.08 MEETINGS OF THE BOARD

A. Time and Place of Meetings. Regular meetings of the Board shall be held at the office of the District at 2554 Sweetwater Springs Boulevard, Spring Valley, California, at such day and hour as may be specified from time to time by resolution of the Board.

B. Public Nature of Meetings. All meetings of the Board shall be open to the public, except when the Board is convened in Closed Session as authorized under provisions of law. Meetings of Board committees composed of not more than two members of the Board shall not be public meetings, unless the committee determines otherwise.

C. Quorum and Voting Requirements. A majority of the Board of Directors shall constitute a quorum for the transaction of business. However, no ordinance, resolution or motion shall be passed without three affirmative votes.

D. Agendas for Board Meetings

1. The General Manager shall prepare the agendas for meetings. Agendas shall be based upon items requested by any Board member or by others in the normal course of the District business, or as determined by the General Manager.
2. Each agenda for a regular meeting shall provide an opportunity for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter of the Board of Directors. Action by the Board of Directors on any such matter shall be taken in accordance with Section 1.08E of this Code.

3. The agenda for a regular or adjourned regular meeting may provide for a Consent Calendar for items which the General Manager deems to be of a routine nature. Action by the Board of Directors on the Consent Calendar shall be taken in accordance with Section 1.08E of this Code.
4. At least 72 hours before a regular meeting of the Board an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting shall be posted at the entrance to the District business office in a location accessible to members of the public.

E. Board Action

1. The Board shall act only by ordinance, resolution or motion. The vote on ordinances shall be recorded in the minutes. An ordinance does not require two readings at separate meetings, and unless otherwise provided by its own terms, shall become effective upon adoption. Ordinances, resolutions and other motions may be adopted by a voice vote, but on demand of any member of the Board, the roll shall be called and the vote recorded. All motions, including a motion to adopt an ordinance or to approve a resolution, shall require a second. If a second is not received, the motion shall fail without the requirement of a vote. Any member of the Board, including the ~~Chairman~~Chair, can make and second a motion, and the ~~Chairman~~Chair shall vote on all motions unless disqualified or abstaining. If a motion is not in writing, and if it is necessary for full understanding of the matter before the Board, the ~~Chairman~~Chair shall restate the question prior to the vote. Common motions may be stated in abbreviated form, and will be put into complete form in the minutes. Until the ~~Chairman~~Chair states the question, the maker with the approval of the second may modify his/~~her~~ motion or withdraw it completely. However, after the question has been stated by the ~~Chairman~~Chair, the motion may be changed only by motion to amend, which is seconded and carried.
2. All items on the Consent Calendar on a Board Meeting Agenda may be approved without discussion upon motion duly made, seconded and approved by at least three Directors. At the request of a Director or a member of the pub-

lic, an item on the Consent Calendar shall be removed from the Consent Calendar and placed on the Agenda with other items for discussion and consideration by the Board of Directors.

3. The Board shall not take action on any item not appearing on the agenda previously posted for the meeting pursuant to Section 1.08D of this Code; excepting, however, the Board may consider items not appearing on the posted agenda if:
 - (a) a majority of the Board determines that an emergency situation) as defined in Government Code Section 54956.5) exists;
 - (b) two-thirds of the Board finds that the need to take action arose after the agenda was posted; or
 - (c) the item was posted for a prior meeting occurring not more than five days prior to the current meeting and was continued to the current meeting.

F. Parliamentary Procedures Affecting Motions. After a motion has been made and seconded, any member of the Board may make any of the following motions:

1. To continue the motion to a specific time.
2. To table the motion, the effect of which defers further discussion and a vote until the majority of the Board again wishes to resume consideration of the motion.
3. To commit or refer the motion to a committee, the effect of which is to defer further consideration until the committee has reported its findings to the Board.
4. To amend the motion to modify its wording before adoption, provided the suggested amendment is germane to the original motion.
5. To propose a substitute motion, which has the effect of disposing of the motion before the Board and eliminating the necessity of a vote on the original motion.
6. To call for the question, which in fact is a motion to terminate further debate, and requires a second and an affirmative vote of the Board.

G. Routine Business. Matters of routine business such as approval of the minutes, and approval of minor matters, may be expedited by assuming unanimous consent of the members of the Board, and having the ChairmanChair state that without objection the matter will stand approved. If any member should object to such unanimous consent, the ChairmanChair shall then call for a vote.

H. Orderly Discussion. In order to promote orderly discussion of the issues before the Board, each member shall be recognized by the Chair before speaking. Each member shall have a right to speak subject to Section 1.05A, sub-number 8 and 9 of this Code. Each member of the Board may seek information or comment by the Staff on any question.

I. Rules of Procedure for Board Meetings. The following shall apply to persons desiring to address the Board of Directors:

1. Anyone who desires to speak to the Board of Directors on a specific subject at a particular meeting should contact the District Secretary and give their name and address, request that the subject be placed on the Agenda for that meeting and give the reason for such request.
2. Anyone in attendance at a Board meeting, who desires to speak to an item on the Agenda that is being considered, may request to be heard by stepping to the podium and stating his or her name and address for the record.
3. Anyone in attendance at a Board meeting who desires to speak on a subject that is not on the Agenda for that meeting may request to do so by stepping to the podium and stating his or her name, address and the subject they wish to discuss. The Board shall determine in accordance with Section 1.08E3 of this Code whether the subject will be taken as an "off-docket" item and discussed at that meeting or placed on the Agenda for the next Board meeting.
4. No one in the audience shall be permitted to pose questions or carry on any discussion on any matter being considered by the board unless they first step to the podium and give their name and address as required above. Anyone failing to comply may be deemed "out of order" by the ChairmanChair and statements

or comments made by such person shall not be considered by the Board of Directors.

J. Closed Sessions. Except as required by law, all proceedings in Closed Sessions shall remain confidential.

1.09 PUBLIC HEARINGS

A. Order of Procedure. Public hearings shall be called to order by the ChairmanChair at or as soon as practical after the time for which the hearing has been noticed. The ChairmanChair shall interrupt at a reasonable point any business before the Board in order to proceed with such noticed public hearing. The procedure for public hearings shall generally be as follows:

1. The Secretary shall report upon the notice of the hearing which has been given.
2. The Secretary shall indicate or summarize all protests or correspondence which has been received on the issue to be heard.
3. The Staff shall present such information, exhibits and recommendations as may be appropriate.
4. The ChairmanChair shall call upon such members of the public as may wish to be heard.
5. Board members and Staff shall attempt to answer such questions from members of the public as may be germane to the issues of the hearing.
6. Board members and Staff, after recognition by the ChairmanChair, may ask questions of members of the public who speak.
7. Board members shall refrain from discussing the issues among themselves, or expressing their personal views, until all of the testimony has been heard and the hearing has been closed.
8. If the nature of the hearing appears to warrant sworn testimony, the ChairmanChair may require that all persons giving testimony do so under oath. The oath may be administered by the ChairmanChair, a Board member, or by the Secretary.
9. Any member of the public may, at his/her own expense, transcribe the proceedings of the hearing.

1.10 ROBERT'S RULES OF ORDER

A. Applicability. While many of the principles of Robert's Rules of Order have come to be generally accepted as the proper, fair and efficient way of conducting a meeting, such Rules were not designed for small governing boards of public agencies, and in some instances conflict with the law. Accordingly, while many of the fundamental concepts of Robert's Rules of Order have been included within the provisions of this Ordinance, such Rules shall not technically apply to the affairs of the Board of Directors of this District.

1.11 SEAL OF THE DISTRICT

The Seal, an impression of which is hereby affixed to this page and bearing the words "OTAY WATER DISTRICT founded January 27, 1956" is adopted as the official Seal of this District.

CHAPTER 2 ADMINISTRATION OF DISTRICT

SECTION 1 BOARD OF DIRECTORS AND OFFICERS1.01 GOVERNING BODY

A. Authority of Board. The Board of Directors, acting as a Board, is the governing body of the District. The Board shall act only at its regular, regularly adjourned or special meetings.

B. Authority of Individual Board Members. All powers of the District shall be exercised and performed by the Board as a body. Individual Board members, except as provided in this Code or otherwise authorized by the Board, shall have no power to act for the District, or the Board, or to direct the Staff of the District.

C. Compensation for District Directors. Each member of the District Board of Directors shall be compensated as per Board of Directors Policy 8, *Directors Compensation, Reimbursement of Expenses and Group Insurance Benefits*, under Item A, *Directors Per Diem*, for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board at meetings or functions approved by the Board. A request for service made by the General Manager of the District or made or approved by the President of the Board shall be deemed approved by the Board. The number of days of authorized compensation for any calendar month shall be limited to ten, regardless of the number of meetings attended or days of service rendered.

D. Staff Direction. The Board shall work through the General Manager to obtain such information as may be necessary and appropriate to assist the Board in its deliberations, and may direct Staff to implement the policies and decisions of the Board. Individual Board members shall not act independently to direct Staff in the performance of their duties, or to provide or compile data, information or reports.

1.02 OFFICERS

A. Board Officers. The Board shall elect one of its members as President, and one of its members as Vice President.

B. District Officers. The Board shall appoint officers of the District as required by law, including a Secretary, Deputy or Assistant Secretary, Deputy or Assistant Treasurer, and such other assistants and employees as it may deem necessary to operate the District. The

Secretary and Treasurer of the District may, but need not be, members of the Board.

1.03 ELECTION OF BOARD OFFICERS

A. Date of Election. In the month of December of each year, or at such time the Board deems necessary, the Board shall elect a President and Vice President. Their terms shall be for one year, or until their successors are elected. The Board may, however, at its sole discretion and without cause reorganize and select new officers at anytime prior to the expiration of the one-year term.

B. Procedure for Election. The procedure in this paragraph B shall govern the election of Board President and Vice President, unless changed by action of the Board by motion at the time of the election. The General Manager shall chair the proceedings for election of the President, which shall be the first order of business after any newly elected directors have been seated or at anytime as the Board deems necessary. The newly-elected President shall assume office immediately, and shall chair the proceedings for the election of the Vice President. The Chair shall call for nominations from members of the Board. No second shall be required for nominations, although one or more members may second a nomination to indicate endorsement. No member may nominate more than one person for the position. Once all nominations have been made, the Chair shall call for a roll call vote. Each Board member shall state the name of the candidate for whom he/she casts his/her vote. Three votes shall be required for election. If only one person should be nominated for an office, the Board may act by motion to elect such nominee.

1.04 BOARD VACANCIES

Procedure for Appointment. Vacancies in the office of Director shall be filled in accordance with the provisions of Section 1780 of the California Government Code. Such procedure permits the remaining members of the Board to fill the vacancy by appointment, provided the appointment is made within 60 days after the effective date of the vacancy, and provided further that notice of the vacancy is given as provided by law. In making such appointment, the Board shall follow the same procedure as provided for the election of its officers. In lieu of making an appointment, the remaining members of the Board may request an election to fill the vacancy.

1.05 DUTIES OF PRESIDENT

A. Meetings. The President shall preside over and conduct all meetings of the Board and hearings before the

Board. In so doing, the President shall have the following powers and responsibilities:

1. To follow the prepared agenda unless the Board concurs in any change.
2. To determine all questions of order and parliamentary procedure, unless he/she chooses to submit any such question to the Board for decision.
3. To maintain order and to enforce reasonable rules of decorum.
4. To determine at meetings of the Board, other than public hearings, whether or not members of the public should be heard on particular issues or otherwise be permitted to address the Board.
5. To set reasonable limits upon the length of time and the number of occasions on which a person may speak at public hearings as well as other meetings of the Board.
6. To recognize Board members who may wish to be heard.
7. To restate, where necessary, and to put to a vote all questions properly before the Board, and to announce the result of each vote.
8. To terminate debate after there has been reasonable opportunity for full discussion of any issue and further debate would be needlessly repetitive or otherwise not useful, and where proper, to put the matter to a vote.
9. To rule out of order any comment by Board members, Staff or members of the public not germane to the issue then before the Board.
10. To respond to inquiries by Board members relating to procedures, or to factual information bearing upon the business before the Board.
11. To establish standing or ad hoc committees of the Board, and to appoint the members thereof, when requested by the General Manager.
12. To declare the meeting adjourned upon such vote by the Board, or when in his/her judgment any emergency or other cause requires adjournment.
13. To authenticate by his/her signature all acts, orders, and other proceedings of the Board.

Notwithstanding the delegation of such powers to the President, any action taken by a majority of the Board on any of the foregoing matters shall be determinative thereof.

B. Board Spokes Person. The President shall act as spokes person for the Board with respect to its actions and policies, and those of the District. This provision, however, shall not preclude any other officer or employee of the District from making appropriate comments within the scope of his/her position.

C. Public Appearances. The President, or any Board member or Staff person he/she designates, shall represent the Board, where it is appropriate or desirable for the District to appear, at meetings of other public agencies, before public groups, or on other public occasions. However, this provision shall not limit the attendance of any Director or authorized officer or employee of the District.

1.06 DUTIES OF VICE-PRESIDENT

A. Powers of Vice-President. The Vice-President shall act if the President is absent or unable to act, and shall exercise all of the powers of the President on such occasion.

1.07 DUTIES OF SECRETARY

A. Board Matters. With respect to the affairs of the Board of Directors, the Secretary shall have the following duties:

1. To take and prepare minutes of all Board meetings.
2. To keep in appropriate books the original copies of all final minutes, ordinances and resolutions of the Board.
3. To keep on file all Board committee reports.
4. To attest to the minutes, ordinances, resolutions and other documents of the Board.
5. To provide notice as required by law of any special meeting or regularly adjourned meeting.
6. To provide notice as required by law of any hearing before the Board.
7. In the absence of the President and Vice-President to call any meeting to order, and to preside until

the election of a chair person pro tem, who shall then exercise the powers of the President at such meeting.

B. Other Duties. The responsibilities enumerated in Section 7A are not intended to limit any other duties of the Secretary imposed by law, or assigned from time to time by the Board, or by the General Manager if the Secretary is an employee of the District.

C. Assistant Secretary. The Assistant Secretary shall act if the Secretary is absent or unable to act, and shall exercise all the powers of the Secretary on such occasion.

1.08 MEETINGS OF THE BOARD

A. Time and Place of Meetings. Regular meetings of the Board shall be held at the office of the District at 2554 Sweetwater Springs Boulevard, Spring Valley, California, at such day and hour as may be specified from time to time by resolution of the Board.

B. Public Nature of Meetings. All meetings of the Board shall be open to the public, except when the Board is convened in Closed Session as authorized under provisions of law. Meetings of Board committees composed of not more than two members of the Board shall not be public meetings, unless the committee determines otherwise.

C. Quorum and Voting Requirements. A majority of the Board of Directors shall constitute a quorum for the transaction of business. However, no ordinance, resolution or motion shall be passed without three affirmative votes.

D. Agendas for Board Meetings

1. The General Manager shall prepare the agendas for meetings. Agendas shall be based upon items requested by any Board member or by others in the normal course of the District business, or as determined by the General Manager.
2. Each agenda for a regular meeting shall provide an opportunity for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter of the Board of Directors. Action by the Board of Directors on any such matter shall be taken in accordance with Section 1.08E of this Code.
3. The agenda for a regular or adjourned regular meeting may provide for a Consent Calendar for items which the General Manager deems to be of a

routine nature. Action by the Board of Directors on the Consent Calendar shall be taken in accordance with Section 1.08E of this Code.

4. At least 72 hours before a regular meeting of the Board an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting shall be posted at the entrance to the District business office in a location accessible to members of the public.

E. Board Action

1. The Board shall act only by ordinance, resolution or motion. The vote on ordinances shall be recorded in the minutes. An ordinance does not require two readings at separate meetings, and unless otherwise provided by its own terms, shall become effective upon adoption. Ordinances, resolutions and other motions may be adopted by a voice vote, but on demand of any member of the Board, the roll shall be called and the vote recorded. All motions, including a motion to adopt an ordinance or to approve a resolution, shall require a second. If a second is not received, the motion shall fail without the requirement of a vote. Any member of the Board, including the Chair, can make and second a motion, and the Chair shall vote on all motions unless disqualified or abstaining. If a motion is not in writing, and if it is necessary for full understanding of the matter before the Board, the Chair shall restate the question prior to the vote. Common motions may be stated in abbreviated form, and will be put into complete form in the minutes. Until the Chair states the question, the maker with the approval of the second may modify his/her motion or withdraw it completely. However, after the question has been stated by the Chair, the motion may be changed only by motion to amend, which is seconded and carried.

2. All items on the Consent Calendar on a Board Meeting Agenda may be approved without discussion upon motion duly made, seconded and approved by at least three Directors. At the request of a Director or a member of the public, an item on the Consent Calendar shall be removed from the Consent Calendar and placed on the Agenda with other items for

discussion and consideration by the Board of Directors.

3. The Board shall not take action on any item not appearing on the agenda previously posted for the meeting pursuant to Section 1.08D of this Code; excepting, however, the Board may consider items not appearing on the posted agenda if:
 - (a) a majority of the Board determines that an emergency situation) as defined in Government Code Section 54956.5) exists;
 - (b) two-thirds of the Board finds that the need to take action arose after the agenda was posted; or
 - (c) the item was posted for a prior meeting occurring not more than five days prior to the current meeting and was continued to the current meeting.

F. Parliamentary Procedures Affecting Motions. After a motion has been made and seconded, any member of the Board may make any of the following motions:

1. To continue the motion to a specific time.
2. To table the motion, the effect of which defers further discussion and a vote until the majority of the Board again wishes to resume consideration of the motion.
3. To commit or refer the motion to a committee, the effect of which is to defer further consideration until the committee has reported its findings to the Board.
4. To amend the motion to modify its wording before adoption, provided the suggested amendment is germane to the original motion.
5. To propose a substitute motion, which has the effect of disposing of the motion before the Board and eliminating the necessity of a vote on the original motion.
6. To call for the question, which in fact is a motion to terminate further debate, and requires a second and an affirmative vote of the Board.

G. Routine Business. Matters of routine business such as approval of the minutes, and approval of minor matters, may be expedited by assuming unanimous consent of the members of the Board, and having the Chair state that without objection the matter will stand approved. If any member should object to such unanimous consent, the Chair shall then call for a vote.

H. Orderly Discussion. In order to promote orderly discussion of the issues before the Board, each member shall be recognized by the Chair before speaking. Each member shall have a right to speak subject to Section 1.05A, subnumber 8 and 9 of this Code. Each member of the Board may seek information or comment by the Staff on any question.

I. Rules of Procedure for Board Meetings. The following shall apply to persons desiring to address the Board of Directors:

1. Anyone who desires to speak to the Board of Directors on a specific subject at a particular meeting should contact the District Secretary and give their name and address, request that the subject be placed on the Agenda for that meeting and give the reason for such request.
2. Anyone in attendance at a Board meeting, who desires to speak to an item on the Agenda that is being considered, may request to be heard by stepping to the podium and stating his or her name and address for the record.
3. Anyone in attendance at a Board meeting who desires to speak on a subject that is not on the Agenda for that meeting may request to do so by stepping to the podium and stating his or her name, address and the subject they wish to discuss. The Board shall determine in accordance with Section 1.08E3 of this Code whether the subject will be taken as an "off-docket" item and discussed at that meeting or placed on the Agenda for the next Board meeting.
4. No one in the audience shall be permitted to pose questions or carry on any discussion on any matter being considered by the board unless they first step to the podium and give their name and address as required above. Anyone failing to comply may be deemed "out of order" by the Chair and statements or

comments made by such person shall not be considered by the Board of Directors.

J. Closed Sessions. Except as required by law, all proceedings in Closed Sessions shall remain confidential.

1.09 PUBLIC HEARINGS

A. Order of Procedure. Public hearings shall be called to order by the Chair at or as soon as practical after the time for which the hearing has been noticed. The Chair shall interrupt at a reasonable point any business before the Board in order to proceed with such noticed public hearing. The procedure for public hearings shall generally be as follows:

1. The Secretary shall report upon the notice of the hearing which has been given.
2. The Secretary shall indicate or summarize all protests or correspondence which has been received on the issue to be heard.
3. The Staff shall present such information, exhibits and recommendations as may be appropriate.
4. The Chair shall call upon such members of the public as may wish to be heard.
5. Board members and Staff shall attempt to answer such questions from members of the public as may be germane to the issues of the hearing.
6. Board members and Staff, after recognition by the Chair, may ask questions of members of the public who speak.
7. Board members shall refrain from discussing the issues among themselves, or expressing their personal views, until all of the testimony has been heard and the hearing has been closed.
8. If the nature of the hearing appears to warrant sworn testimony, the Chair may require that all persons giving testimony do so under oath. The oath may be administered by the Chair, a Board member, or by the Secretary.
9. Any member of the public may, at his/her own expense, transcribe the proceedings of the hearing.

1.10 ROBERT'S RULES OF ORDER

A. Applicability. While many of the principles of Robert's Rules of Order have come to be generally accepted as the proper, fair and efficient way of conducting a meeting, such Rules were not designed for small governing boards of public agencies, and in some instances conflict with the law. Accordingly, while many of the fundamental concepts of Robert's Rules of Order have been included within the provisions of this Ordinance, such Rules shall not technically apply to the affairs of the Board of Directors of this District.

1.11 SEAL OF THE DISTRICT

The Seal, an impression of which is hereby affixed to this page and bearing the words "OTAY WATER DISTRICT founded January 27, 1956" is adopted as the official Seal of this District.



AGENDA ITEM 7a

STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	February 4, 2015
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 2015 Calendar of Meetings		

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2015 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2015 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 2015

**Board of Directors, Workshops
and Committee Meetings
2015**

Regular Board Meetings:

January 7, 2015
February 4, 2015
March 4, 2015
April 1, 2015
May 6, 2015
June 3, 2015
July 1, 2015
August 5, 2015
September 2, 2015
October 7, 2015
November 4, 2015
December 2, 2015

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

January 21, 2015
February 18, 2015
March 18, 2015
April 15, 2015
May 20, 2015
June 17, 2015
July 15, 2015
August 19, 2015
September 16, 2015
October 21, 2015
November 18, 2015
December 16, 2015

SPECIAL BOARD MEETINGS:

May 19, 2015 Budget Workshop/Special Board Meeting 3:00 pm



AGENDA ITEM 8a

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	February 4, 2015
		PROJECT:	DIV. NO.: ALL
SUBMITTED BY:	Adolfo Segura, Assistant Chief, Administrative & IT Services		
APPROVED BY:	<input checked="" type="checkbox"/> Geoff Stevens, Chief Information Officer		
	<input checked="" type="checkbox"/> German Alvarez, Assistant General Manager		
	<input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	CONSTRUCTION OF DISTRICT'S DASHBOARD		

GENERAL MANAGER'S RECOMMENDATION:

No recommendation. This is an informational item only.

COMMITTEE ACTION:

See "Attachment A".

PURPOSE:

To provide information to the Board regarding the construction of the District's web-based dashboard.

ANALYSIS:

Continuing our effort to keep the District's operational presence via technology, IT staff has developed a web-based operational dashboard highlighting Water Supply Reliability, Water Distribution and Facilities, and Financial Information. The new web-based dashboard will provide a customer-centric layout that facilitates user-friendly navigation and easy to read information. The new dashboard will continue to enhance Otay's transparency to customers and education of the District's operations.

The new web-based dashboard is similar to the County Water Authority's (CWA) dashboard, which was launched in the early part of 2014. The District's dashboard will feature the ability to drill-down into the various operational panels, as well as provide standardized content and easy to read graphs. The District's dashboard will also be available to mobile devices. Lastly, the

development effort took approximately four months and was constructed by internal staff and through a small professional as-needed services agreement.

Next Steps

Staff continues to hold group meetings with internal stakeholders to obtain feedback on appearance, functionality, and presentation. Prior to launch, specific staff will be trained with content administration. Staff expects to launch the new dashboard in February of 2015.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None. This is an informational item only.

STRATEGIC GOAL:

N/A.

LEGAL IMPACT:

None.

ATTACHMENTS: Attachment A - Committee Action Report



ATTACHMENT A

SUBJECT/PROJECT:	CONSTRUCTION OF DISTRICT'S DASHBOARD
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on January 21, 2015 and the following comments were made:

- Staff indicated that this is an informational item to present the District's 'Dashboard'. It was noted that the District based its 'Dashboard' on CWA's Dashboard which they launched in early 2014.
- IT staff developed this web-based Dashboard to highlight the District's water supply reliability, water distribution and facilities, and financial information.
- The new web-based Dashboard will provide a customer-centric layout that facilitates user-friendly navigation and easy to read information.
- The District's Dashboard was developed through internal staff over a period of four (4) months along with approximately \$2,000 of services from a \$20,000 as-needed services agreement, which staff utilizes for these type services. The total cost for development was approximately \$22,000.
- Staff indicated that there will be a link on the District's website which will connect visitors to the Dashboard. Staff anticipates that the Dashboard will be available to website visitors next month after receiving the board's feedback.
- Staff demonstrated each of the panels in the Dashboard, which included the District's water supply portfolio, storage capacity, water sources, etc. Staff noted that the targets and metrics presented in the Dashboard are tied to the District's Strategic Plan.

- In response to an inquiry from the Committee, staff indicated that the Dashboard information will be updated every month or quarterly based on the source.
- The committee requested that staff note within the Dashboard when the information in the each of the panels was last updated.
- The Committee commented that the Dashboard is a very nice tool for sharing the District's information with the public.

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

AGENDA ITEM 9a



STAFF REPORT

TYPE		MEETING			
MEETING:	Regular Board	DATE:	February 4, 2015		
SUBMITTED	Mark Watton	W.O./G.F.	N/A	DIV.	N/A
BY:	General Manager	NO:	NO.		
APPROVED BY:	<input checked="" type="checkbox"/> Mark Watton, General Manager				
SUBJECT:	General Manager's Report				

ADMINISTRATIVE SERVICES:

Purchasing and Facilities:

- Purchase Orders - There were 128 blanket and regular purchase orders in effect during the month of December with an adjusted total value of \$325,610.
- Streamlined Cal-Card Procedure Savings - Purchasing, Accounting and IT staff have been coordinating efforts to streamline the review, approval and posting of monthly Cal-Card purchases. By moving from paper-based reviews and transaction coding to US Bank's online web portal, the District will save hundreds of labor hours per year; will shorten to a few days a monthly process which used to take several weeks to complete; and, will now qualify for all or part of the early payment rebate.

Human Resources:

- Recruitments - HR is recruiting for Systems Support Analyst, Water Systems Operator I/II/III and Utility Maintenance Supervisor.
- New Hires/Promotions - There were no regular hires in the month of January. However, the District participates in CWA's Intern Program and one intern began working in the Operations department.

Safety & Security:

- Emergency Response Training - Staff completed onsite ICS-300 training in December. The last class of the initial Emergency Response Training requirements, ICS-400, will be held on

February 11th and 12th in the District's Training Room. These trainings were obtained via a grant from the San Diego Urban Safety & Security Training Initiative and saved the District \$32,000 in training costs.

- Safety Training - Staff completed trench and excavation training. The HAZWOPER Team completed confined space training.
- Staff attended the Water Utility Safety Managers Association (WUSMA) and the Water Agencies Emergency Committee (WAEC) quarterly meetings.

INFORMATION TECHNOLOGY AND STRATEGIC PLANNING:

- Staff Recognition by Tyler Technologies - Tyler Technologies, the District's financial system provider, has selected Bill Poulin, the District's Database Administrator, to speak and represent the District at the 2015 Tyler Public Sector Excellence Awards. Bill has been asked to present information on his efforts and business benefits resulting in the streamlining of the billing process and accuracy, with the ultimate effect of enhanced customer satisfaction. Bill's process improvement effort was recognized from hundreds of additional entries. The conference will be held on May 3rd in Atlanta, Georgia.
- Publication of GIS Paper - Otay's GIS team recently published a paper titled "Integrate CCTV Data to GIS Work Flow". ESRI, the District's developer of GIS technology, accepted the paper and will be presented at the upcoming regional ESRI Water Conference. Otay's GIS manager, Ming Zhao, will present information on how the District integrated sewer CCTV data and sewer condition assessment records utilizing the National Standard of Pipeline Assessment program and the enterprise GIS platform. She will also inform how this integration and use of standards and technology has significantly contributed to our sewer master plan study, R&R, and preventive maintenance work efforts.

FINANCE:

- Multi-Residential Billing Error - In January, staff discovered that 788 multi-residential accounts had been billed incorrectly from mid-November through December using the 2013 water rates. As a result, these accounts were under billed approximately \$50,000. The cause was traced back to a data entry error, which was made when the new 2015 rates were input into the system. To correct this error, the multi-residential accounts will be billed in February to recoup the under billed amount. To prevent this from happening in the future, IT and Customer Service staff are working together to put additional safeguards in place.

- San Diego County Water Authority (CWA) Turf Replacement Program - After a successful run of more than two years, CWA's turf replacement incentive program is no longer accepting applications because grant funds for the initiative will be exhausted by pending rebate requests. Launched in December 2012, the WaterSmart Turf Replacement Program will directly account for the replacement of more than 1 million square-feet of water-intensive turf grass with low-water-use landscapes across the region. While the positive residential and commercial response has depleted all the CWA turf removal funds for FY 2015, the CWA has submitted a grant application to the Bureau of Reclamation to request additional funds. The MWD still provides a \$2.00 per square-foot turf removal rebate to residential and commercial sites.
- California Friendly Landscape Contest - The District, along with Cal American, Escondido, Helix, Oceanside, Olivenhain, Padre Dam, San Diego, San Dieguito, Rancho Santa Fe, Sweetwater, Vallecitos and Vista are seeking residential applications for the 11th Annual California Friendly Landscape Contest. The residence displaying the best water conserving landscape design in the District will receive a \$250.00 gift card at an awards ceremony held at the Water Conservation Garden on May 7, 2015.
- FY 2016 Budget Kick-off - Engineering, HR, and Finance staff have kicked off the FY 2016 budget process. Forms and instructions have been updated and staff has been notified of deadlines. The process will result in the preparation of the budget, presentation, and rate setting, which will be presented to the Board in mid-May.
- Finance Award - For the eleventh consecutive year, the District has met nationally recognized guidelines and has been awarded the *Distinguished Budget Presentation Award* for the Fiscal Year 2014-2015 Budget by the Government Finance Officers Association (GFOA). In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, a financial plan, as an operations guide and as a communications device. This award is a significant achievement and is the highest form of recognition in governmental budgeting.
- Financial Reporting:
 - o For the six months ended December 31, 2014, there are total revenues of \$48,564,175 and total expenses of \$46,545,653. The revenues exceeded expenses by \$2,018,522.
 - o The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of December 31, 2014 total \$85,861,131.28 with an average yield to maturity of 0.61%. The total earnings year-to-date are \$253,586.17.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- **SR-11 Potable Water Utility Relocations:** This project consists of two (2) groups of potable water relocations to accommodate the construction of the future SR-11 right-of-way and connector ramps. The first group includes relocation of existing pipelines in Sanyo Avenue and utility easements and is currently in the construction phase. The contractor, Coffman Specialties Inc., was awarded a construction contract at the January 2014 Board Meeting and is currently installing a new 12-inch main and preparing to begin work to lower the District's 18-inch transmission main to accommodate the Caltrans freeway retaining wall footings.

On January 7, 2015 the Board awarded a construction contract to TC Construction Co., Inc. for the second group of potable relocations. This second group consists of the SR 11/125/905 Connector Ramps Blow Off Relocation Project. Work on this will begin in February 2015. The overall project is on schedule and within budget. (P2453)

- **870-1 Reservoir Access Road Paving:** This project consists of paving the existing perimeter dirt road around the 870-1 Reservoir. A construction contract was awarded by the Board on October 1, 2014 to RAP Engineering, Inc. Substantial completion for the project was issued effective January 22, 2015. Contract acceptance is anticipated in February 2015. The project is on schedule and within budget. (P2515)
- **North-South District Interconnect Pipeline:** This project consists of installing approximately 5.2 miles of 30-inch diameter pipe from H Street in Chula Vista to Paradise Valley Road in Spring Valley. District staff presented a staff report to the Engineering, Operations, and Water Resources Committee on January 20, 2015 recommending certification of the Final Environmental Impact Report (FEIR) for the project at the February Board meeting. On January 21, 2015, Caltrans notified the District that two of the parcels the District had identified for the pipeline associated booster pump station site had potential encumbrances not previously identified in the District's discussions with Caltrans. As a result, staff pulled the FEIR item from the February Board agenda to allow staff more time to evaluate the impact this may have on the FEIR and to evaluate alternative sites. (P2511)
- **944-1, 944-2, & 458-2 Reservoir Interior/Exterior Coatings & Upgrades:** This project consists of removing and replacing the

interior and exterior coatings of the 944-1 0.3 MG Reservoir, the 944-2 3.0 MG Reservoir, and the 458-2 1.8 MG Reservoir along with providing structural upgrades to ensure the tanks comply with both State and Federal OSHA standards as well as American Water Works Association and County Health Department standards. A construction contract was awarded by the Board on October 1, 2014 to Olympus & Associates. The contractor has begun work on the interior of the 944-2 Reservoir. Structural repairs to the roof support system have been completed. The current work consists of removing the existing interior coating. The project is on schedule and within budget. (P2531, P2532, P2535)

- **Ralph W. Chapman Water Reclamation Facility (RWCWRF) Return Activated Sludge (RAS) Pumps Replacement Project:** This Project consists of removal and replacement of the existing 5 horsepower (HP) RAS pumps with upgraded 20 HP units. On January 7, 2015, the Board awarded a construction contract to Cora Constructors, Inc. Work on this will begin in February 2015. The project is on schedule and within budget. (R2111)
- **Calavo Basin Sewer System Rehabilitation:** This project consists of removing and replacing approximately 1,200 linear feet of 8-inch PVC sewer pipeline and construction of 220 feet of new 8-inch PVC sewer pipeline in the residential streets of the Calavo Gardens area near Avocado Boulevard. A construction contract was awarded by the Board on October 1, 2014 to Arrieta Construction. Project submittals have been completed and construction began in January 2015. The project is on schedule and within budget. (S2033)
- **850-3 Reservoir Interior Coatings:** This project consists of removing and replacing the interior coatings of the 850-3 3.0 MG Reservoir. The exterior was coated in 2012. The project was advertised on January 7, 2015, and the Pre-Bid Meeting was held on January 15, 2015. Bids were opened on January 28, 2015 and project is scheduled to go to the Board on March 4, 2015. (P2542)
- **450-1 Disinfection Facility Rehabilitation:** This project consists of replacing two (2) sodium hypochlorite tanks, relocating the chlorine feed pumps, installing a new roll-up door, and constructing a containment area. The project was advertised on January 8, 2015, and the Pre-Bid Meeting was held on January 20, 2015. Bids were opened on January 29, 2015 and project is scheduled to go to the Board on March 4, 2015. (R2112)
- **Rosarito Desalination:** On December 2, 2014, a scoping meeting for the CEQA/NEPA document was held. A copy of the NOP/NOI is

available for viewing on the project web site address www.owd-desalconveyance.com. NSC Agua has submitted environmental impact reports on the project and expect to get approvals from SEMARNAT in early 2015.

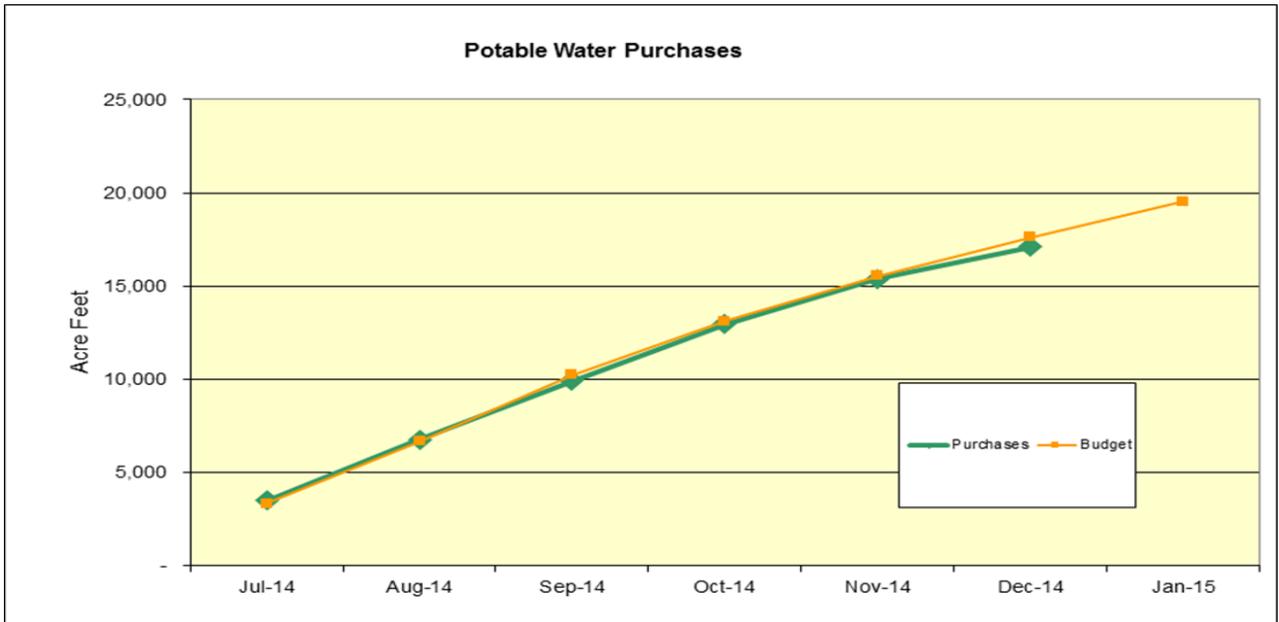
Staff and representatives from NSC Agua, held telephone conference calls on December 3, 2014, January 4, 2015 and January 21, 2015 to discuss the project and coordinate on complying with the California Water Resources Control Board Drinking Water Program regulatory requirements. OWD/NSC Agua met on January 20, 2015 with Carlo Bonfante, Secretary of Economic Development of Baja California (SEDECO). NSC Agua is continuing the seawater quality testing. See attached article (Attachment A) under Project News on Page 3 of the *Global Water Intelligence* regarding "South of the Border." (P2451)

- **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 consultant (Atkins) is anticipated to provide a 60% draft for staff review in February 2015. (P1210)
- **Integrated Resource Plan Update:** On November 5, 2014 the Board awarded a contract to Carollo Engineers, Inc., to prepare the 2015 IRP Update. On January 13, 2015, a project kickoff meeting was held. A Board workshop will be held later in the year to provide an overview of the proposed IRP and discuss alternative supply portfolios that might guide future water resources management decisions. (P1210)
- For the month of December 2014, the District sold 3 meters (19.5 EDUs) generating \$178,276 in revenue. Projection for these periods was 12.8 meters (15.3 EDUs) with budgeted revenue of \$140,758. Total revenue for Fiscal Year 2015 is \$1,948,219 against the annual budget of \$1,689,093.
- The following are change orders and purchase orders issued in December 2014 and January 2015:

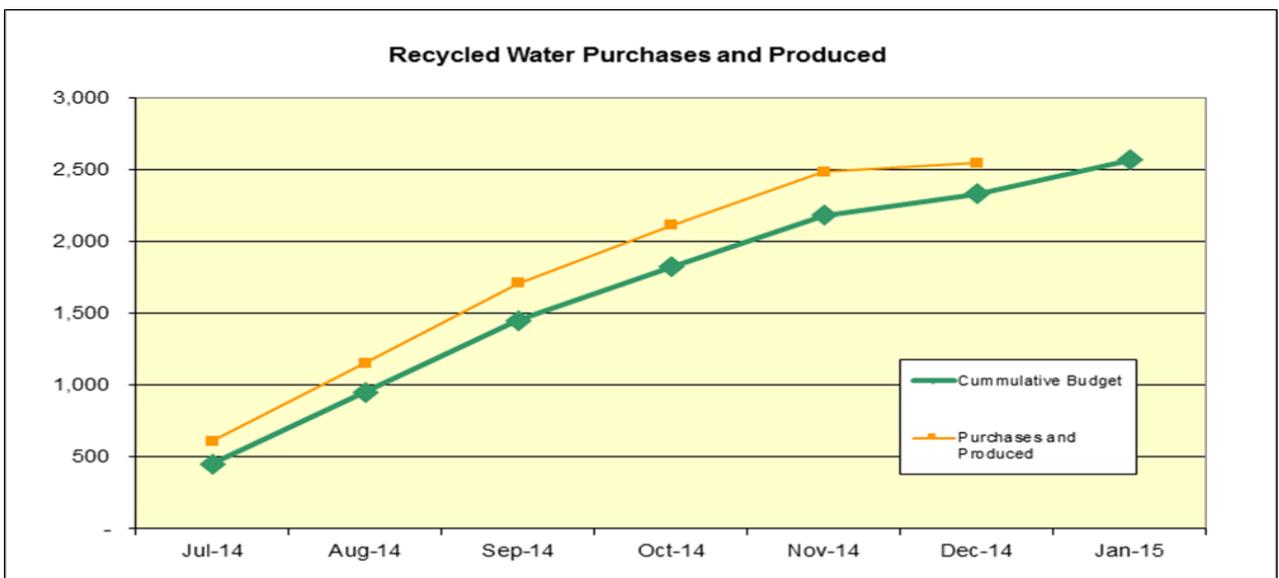
Date	Action	Amount	Contractor/ Consultant	Project
01/07/15	Change Order	\$9,611.05	RAP Engineering Inc	870-1 Reservoir Access Road Paving Project (P2515)
12/16/14	Purchase Order	\$2,250.00	Chicago Title Co	Calavo Basin Sewer System Rehabilitation Project (S2033)
12/08/14	Change Order	\$15,244.65	Coffman Specialties, Inc	SR-11 Relocations Project (P2453)

Water Operations:

- Total number of potable water meters is 49,342.
- The December potable water purchases were 1,706.3 acre-feet which is 17.8% below the budget of 2,076.4 acre-feet. The cumulative purchases through December is 17,105.0 acre-feet which is 1.1% below the cumulative budget of 17,303.2 acre-feet.



- The December recycled water purchases and production was 58.8 acre-feet which is 60.7% below the budget of 149.4 acre-feet. The cumulative production and purchases through December is 2,543.4 acre-feet which is 9.2% above the cumulative budget of 2,328.4 acre-feet.



- Recycled water consumption for the month of December is as follows:
 - Total consumption was 169.5 acre-feet or 55,226,336 gallons and the average daily consumption was 1,781,495 gallons per day.
 - Total recycled water consumption as of December for FY 2015 is 2,709.8 acre-feet.
 - Total number of recycled water meters is 708.

- Wastewater flows for the month of December were as follows:
 - Total basin flow, gallons per day: 1,671,100.
 - Spring Valley Sanitation District Flow to Metro, gallons per day: 553,240.
 - Total Otay flow, gallons per day: 1,117,860.
 - Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 451,745.
 - Flow to Metro from Otay Water District was 666,115 gallons per day.

- By the end of December there were 6,090 wastewater EDUs.

Attachment: Attachment A - Global Water Intelligence

WATER DESALINATION REPORT

The international weekly for desalination and advanced water treatment since 1965

Volume 51, Number 1

5 January 2015

2014 Desal Year in Review

This first, five-page issue of 2014 takes a look back at some of the stories covered during the past year as *WDR* prepares to observe its 50th birthday on the 11th of February. Subscribers are reminded that they can read the articles—referenced by their [bracketed] issue numbers—in their entirety at our searchable website: www.desalination.com.

Besides covering projects, applications and technologies, *WDR* contemplated *The Future of Desalination*, offering our view of what the industry might look like in twenty years [12]. We also considered how the industry and its practitioners have changed in the *Evolution of a Desalter* [25].

Stories dealt with a range of industry issues, including a review of desal plant safety [15, 19], harmful algal blooms [16] and the slow growth in the large-diameter RO membrane market [37], while a two-part story looked at the differences in equipment requirements for municipal and highly-specified industrial applications [28, 30].

NEW TECHNOLOGIES

Water supply challenges and the high cost of energy continued to drive innovation, leading to the introduction of a variety of new technologies during 2014. In an OpEd piece, *WDR* addressed the over-the-top technology claims made by some companies that often only tell a part of the story, and rely on obfuscation to distract and mislead prospective customers and investors [8]. Another OpEd considered the state of membrane research, and the wildly optimistic claims that often accompany it [10].

Several companies announced significant new developments. Water Planet Engineering introduced its PolyCera membrane—a polymeric membrane with many of ceramic membranes' most desired features—and announced that it had signed a joint development agreement with 3M [8], while Microdyn-Nadir's Bio-Cel flat-sheet MBR membrane can “repair” itself when punctured or torn [8].

As graphene continued to draw interest as a possible high-performance membrane material, *WDR* provided an update on the status of graphene-related university and commercial

research [9]. Other membrane developments include Cerahelix's work with a ceramic-coated membrane that has pores formed using heat to decompose DNA molecules [20].

Meanwhile, Nagare said that it has developed a roll-to-roll method of manufacturing carbon nanotube membranes [44] and Nano Sun, a university spin-off, announced the development of titanium dioxide nanocomposite MF/UF membranes with biocidal properties [40].

Advanced Water Recovery (AWR) introduced a super saturation process for crystallizing oilfield-produced water [5], and was selected as Technology Idol at GWI's Paris Water Summit [14]. The company planned to commission a full-scale demo plant by the end of the year [27], but the date has since slipped until early 2015.

Abu Dhabi's Masdar continued its program to develop renewable energy desal technologies by considering companies to participate in a two-phase pilot program [4], with four firms eventually selected to build demonstration plants [17], and some simple, small-scale systems hold promise for personal or emergency use [30].

Some technology claims seemed highly dubious, such as one company's assertion that its high-strength magnets could pull ions from saline solutions—which reminded *WDR* of Insane Clown Posse's song “Magnets” [16]—and another company's highly creative method of calculating the solar energy requirements of its SWRO process [38]. Yet another solar-powered system was developed by a design studio and (predictably) appeared to be more aesthetically pleasing than functional [37].

REUSE

Coverage of direct potable reuse (DPR) eclipsed that of indirect potable reuse (IPR) in 2014, beginning with a story of the startup of the first DPR project at Big Spring, Texas [2]. Readers selected the project to receive GWI's Reuse Project of the Year award [14].

San Diego, which has been considering reuse for more than 20 years, took some significant steps forward last year, announcing a plan to hire a Potable Reuse Program consultant [12]. A Grand Jury then urged city leaders to “pull

the trigger” on its plans to build full-size reuse plants [22] before city council members responded with a unanimous decision to implement the program [44], while the nearby Padre Dam Municipal District awarded a contract to construct an IPR demonstration project [37, 38].

In addition to developing its own DPR and IPR projects, Wichita Falls, Texas, sought to suppress evaporation on its reservoir [29].

Twenty-five years after the city of Cambria, California, first sought to develop a seawater desal project as an alternative water supply, it was re-jiggered as a BWRO/IPR project and implemented in ten months on an emergency basis [45].

The WaterReuse Research Foundation led the funding effort of DPR projects [3], including projects to develop a triple bottom line framework to analyze DPR projects [30], develop an operation decision support tool [33] and compare project economics [46].

INTAKES

Intakes continue to be a make-or-break proposition for many seawater desal projects, particularly in California. *WDR* began the year by reporting on the status of Fukuoka, Japan’s seawater intake [2], which is the first and only large-scale SWRO facility to incorporate a subsurface infiltration gallery.

Interest in subsurface intakes led California’s Coastal Commission to call an independent expert panel to consider the concept’s feasibility for Poseidon’s proposed Huntington Beach SWRO plant [21, 23, 36]. The panel eventually concluded that although an infiltration gallery was technically feasible for Huntington Beach, it would have to reconvene to consider its constructability and lifecycle costs [38].

Meanwhile, a small project in Swansea, Massachusetts, which began construction in 2007, was finally commissioned with a subsurface intake [6] and went on to be shortlisted for GWI’s Desal Project of the Year [7], while another small subsurface seawater intake in Florida was found to be in operation 80 years after it was constructed [22]. *WDR* provided a partial list of SWRO plants with subsurface intakes and described the difference between intake velocity caps and other offshore intake heads [33].

California’s State Resources Control Board adopted a new intake rule [14] and released a draft report of its Ocean Plan, which also addressed seawater intakes [26]. And following yet another delay [7], the US EPA eventually issued the final phase of its §316(b) intake ruling [21].

CalAm’s proposed SWRO project in Monterey, California, adopted an environmentally friendly, subsurface slant well intake design. However, the investor-owned utility had its share of issues to address before it could conduct pilot tests on the concept [6, 7, 26, 42], while the West Basin Municipal Water District selected a team to study its subsurface intake options [37, 41].

Santa Barbara, California, undertook a project to consider reactivating a SWRO plant that has been mothballed since 1992 [6]. Three consultants competed for the design contract [13] before Carollo was selected [15] and the budget eventually expanded [29]. The cost and permitability of reactivating the plant may hinge on the extent of the required modifications of its existing intake [25, 36]. By the end of the year, five design-build teams had been selected to submit proposals [41].

FORWARD OSMOSIS

Forward osmosis (FO) processes—or more precisely: osmotically driven membrane processes (ODMPs)—continued to generate interest throughout 2014. However, one company decided against using them to generate electricity.

Statkraft, a Norwegian power company and the R&D leader in pressure retarded osmosis (PRO), said it was pulling the plug on the technology, because “we do not believe it would be possible to justify osmotic power in Europe...within the foreseeable future.” [4].

However the overall interest in ODMPs resulted in the establishment of the International Forward Osmosis Association [14], which held its first annual conference in Lisbon [35].

Porifera introduced a new square-shaped FO module [10], while Toyobo launched a large-diameter FO membrane element [21].

After observing the “surprising” level of interest in FO for seawater desalination, MIT engineers compared the theoretical energy consumption of FO and RO in seawater applications [26], and Yale published a paper that evaluated PRO’s “sweet spot” [27].

Meanwhile, Hydration Technologies Innovations (HTI) saw the departure of its CEO and EVP/CTO as the company underwent “a refinancing, not an acquisition” [36]. A new CEO was soon announced [37] and then introduced, along with the company’s new high-solids FO system, at WEFTEC in New Orleans [39].

The year's biggest commercial FO success was Oasys Water's win of an FGD ZLD project in China. Oasys' MBC technology was selected in direct competition with the industry's biggest evaporator companies [32]. Oasys also tallied the exponential growth of ODMIP patent filings [36], while Beijing Woteer, its Chinese partner, inaugurated a new R&D facility to focus on FO's application in the power plant FGD market [41].

OIL & GAS

At the start of 2014—with oil prices at \$107/bbl and the US rig count at 1,800 and climbing—water technology companies clambered to find a way to get a piece of the action in the highly fragmented upstream oil and gas market. The treatment, reuse and disposal of produced water appeared to offer new and rapidly expanding opportunities for companies that were able to adapt their technologies and sales organizations for the oilfield.

WDR covered the Produced Water Society's annual conference in January and summarized the oilfield's new treatment and volume reduction technologies [3]. We also tried to help unravel this often-confusing market by graphically illustrating the upstream oil and gas supply chain [4]

IDE broke the stranglehold that vertical tube evaporators held in Canada's oil sands when it was awarded an order for a horizontal tube MVC evaporator [6]. Aqua-Chem introduced an RO specifically designed for use with blowout preventers on offshore platforms [18] and Water Standard developed a compact membrane deaerator system for offshore and other industrial applications [42].

After commissioning its first commercial oilfield water recycling center [3], Gradiant won GWI's award for Industrial Water Project of the Year [14]. The company continued growing at a frenetic pace, doubling the size of the facility and winning a second project [46].

And OriginOil was awarded a contract to supply an advanced treatment system for a produced water application in Oman [45].

Editor's note: This year's Produced Water Society conference will be held next week in Houston, Texas. Visit www.producedwatersociety.com for more information.

PROJECT NEWS

Trinidad's on-again, off-again plan to build more seawater desal and reuse capacity has mostly been off-again. However,

in March, WASA announced that it would award a water recycling project design-build contract to Hyflux/Foster Wheeler team [11].

Meanwhile, the largest SWRO in the western hemisphere grew a bit during 2014. After Desalcott's Point Lisas, Trinidad, plant completed its sixth expansion [12, 25], the plant, which also conducted concentrate reuse studies [29], was fully operational [44].

Construction on Poseidon's Carlsbad, California, SWRO project remains ahead of schedule and the project is poised to take the title of the 'largest plant in the western hemisphere' away from Point Lisas when it is commissioned this November [24].

South of the border, in Mexico's Baja Peninsula, Consolidated Water purchased land for the site of an SWRO facility that is planned to be even larger than Carlsbad [20, 21]. The company also said it had submitted environmental impact reports on the project and was negotiating with possible US offtakers for a portion of the plant's production [31].

After several delays, Hyflux commissioned its Magtaa Desalination Project—the world's second largest SWRO plant—in Algeria [43], and Saudi Arabia's SWCC announced plans to build what will be the world's largest SWRO plant, in Rabigh [24].

The New York Public Service Commission undermined United Water's plans to develop a modestly-sized RO plant on the Hudson River, by telling the company to delay its plans until 2020 [21].

Corpus Christi, Texas, which first considered seawater desal in 2002, accepted funds from the Bureau of Reclamation to conduct a new pilot study [17]. During a June public hearing, a local chemical company announced plans to build a SWRO [25] while the city issued an RFQ for its own proposed project [35] and shortlisted four teams for interviews [41].

Santa Cruz's ten-year attempt to develop a small SWRO project came to a halt last year. Despite water officials' warning that the city was facing a water crisis, the mayor said that the "community is not ready for desalination." Instead of following the recommendations of water experts who had conducted decades of studies, the mayor turned the process over to a volunteer citizens' committee who invited the public to share their ideas [39].

At the end of 2013, Biwater succeeded in closing a financing package for a SWRO, wastewater treatment and pipeline project in Tortola, BVI [2], which was nominated for GWI's Desal Deal of the Year [7]. Commissioning of the BOT

project began in September [32], and last week, Biwater said that acceptance testing had been completed and told *WDR* that the plant was in commercial operation.

The UAE's long-delayed Hamriyah SWRO plant was finally commissioned [24], while GdF Suez signed a power and water purchase agreement with ADWEA for the Mirfa IWPP, which will include a Degremont SWRO [27].

Oman's OPWP prequalified bidders [13] and issued an RFP for the Qurayat IWP [27], before awarding Hyflux a BOT contract in mid-December. Meanwhile OPWP also signed an agreement with a Veolia-led project company to expand the Sharqiyah IWP [27], and Qatar's Khramaa issued an RFP for the Ras Laffan IWP [28], all of which will employ SWRO technology.

PUB hired CH2M Hill to undertake the design and construction supervision of the Tuas 3 SWRO [40] and ACWA Power awarded Osmoflo an EPC contract to expand the Barka IWPP in Oman [44].

COMPANY NEWS

Veolia and Desalitech signed an MoU to extend their collaboration beyond Mexico on certain industrial, wastewater and BWRO projects [12].

Soon after AEA Investors took over Siemens Water Technologies, the group was rebranded Evoqua Water Technologies [2] and reorganized [28]. However, it would be eleven months before the interim CEO [11] would have a 'permanent' replacement [39] for what was left of the USFilter roll-up [4].

As new membranes were being introduced by startups, Koch Membrane Systems (KMS), with an RO legacy dating back to 1962, said that it would stop pursuing municipal RO membrane business, focusing instead on the low-pressure filtration and industrial RO markets [9]. This news was soon followed by the KMS announcement of the installation of its largest UF application in Del Rio, Texas [10].

QUA introduced a new frameless MBR membrane [10], Lanxess released a new line of SWRO membrane products [22] and Wave Cyber, best known as a pressure vessel supplier, introduced a line of BWRO elements [24].

Working with GE, memsys developed a membrane distillation system for the oilfield [3] and installed waste heat-powered units in the Maldives [8, 17], including an "energy positive unit" [22]. OriginOil was awarded a contract to supply an advanced membrane treatment system, which included its

electrocoagulation-flotation process, for a produced water application in Oman [45].

Saltworks Technologies continued to raise money [21, 46] and oversaw the evolution and refinement of its brine concentration technologies [24] as it realized commercial successes in Canada and Mexico [24].

Even as it was beginning to unravel, Ultura announced additions to its product line [24]. Less than one month later the company had dismissed most of its senior leadership team and considered bankruptcy [27].

FEDCO completed a major manufacturing plant expansion [19], while MECO constructed a new, state-of-the-art manufacturing facility in Covington, Louisiana [26].

Two Chinese companies acquired a stake in Aquaporin and formed a Chinese joint venture [41, 42], and Fluytec introduced its new UF system with continuous permeate production [25].

American Water Chemicals (AWC) told *WDR* that it would change its name to Alkema Solutions [45], and is formally introducing a new logo (below) this week.



A Beijing Enterprises/United Engineers consortium won the DBOO contract for the Singapore's Changi II NEWater plant [35] and PUB engaged CH2M Hill to undertake the design and construction supervision of the expansion of the Kranji NEWater plant [40].

RESEARCH

As the government's initial endowment neared exhaustion, Australia's National Center of Excellence began looking for other funding sources [13]. Unfortunately, another government program expected to be a potential contributor also saw its funding cut [24], and as the year came to a close, the Center faced an uncertain future [41].

Korea's SeaHERO project resulted in various pilot projects [13] and the development of the full-scale Gijang SWRO plant [46].

MIT and KFUPM engineers published a thermo-economic assessment of ED [27] and considered how the process could be used to desalt high-TDS produced water [42].

The US Bureau of Reclamation continued to fund research, pilot and demonstration studies [6, 16, 31, 44, 46] and took

the lead role in the USAID desal prize process, a part of its Water for Food program [12, 23].

MERGERS & ACQUISITIONS

One of the most talked-about acquisitions of the year was the LG Chemical purchase of NanoH₂O [11, 18], which led to the September rebranding of the company as LG NanoH₂O [32].

US Water Services announced the acquisition of Waterchem [17] and Mann+Hummel acquired a 50 percent stake in Microdyn-Nadir [19]. Newterra acquired Crane Water from the Crane Company [23] and Hitachi Zosen acquired the Cumberland Group [25].

Ovivo expanded its position in the industrial market, particularly in upstream oil and gas [23], and sold off its GLV pulp and paper division to better focus on growing its water business [36].

Suez Environnement was particularly active, acquiring the Process Group [25], while its Degremont subsidiary became a shareholder in, and signed a global partnership agreement with, Evatherm [28], and its Tractebel subsidiary acquired Lahmeyer [35].

Aquarion continued its roll-up, acquiring Hager+Elsässer [26]; Aqualyng acquired ICES, an Australian-based service company [31] and Crismson Investment, a private equity firm, bought Aqua-Chem [33].

The consulting industry had several large consolidations as AECOM announced plans to acquire URS [26] during the same week that the Louis Berger Group acquired Leidos Engineering's water and waste resource group and Balfour Beatty sold Parsons Brinckerhoff to WSP Global [33].

After refusing a Nippon Koei offer, Hyder Consulting was acquired by Arcadis [35]. GHD absorbed two regional consultants last year when it acquired Conestoga-Rovers [11] and Carlton Engineering [39], while Murray & Roberts acquired Aquamarine Water Treatment [39].

PEOPLE

EVP Fredi Lokiec leaves IDE

After nearly 25 years with IDE Technologies, Fredi Lokiec has stepped down from his role as executive vice president of special projects and has left the firm.

He joined the company's marketing group in January 1990 as a water treatment product manager. His first project was to introduce membrane desalination into a company that had previously been known only for its thermal technologies. After participating in approximately 65 projects that produce almost 2 million cubic meters of desalted water per day, it is safe to say that he clearly fulfilled his assignment.

For the past six years, and in addition to his other IDE duties, Fredi served as general manager of SDL, the special purpose company that designed, built, owns and operates the Sorek Desalination Project. Not only is Sorek the world's largest SWRO, it is also one of the most technically and commercially innovative desal projects.

He told *WDR*, "It was a privilege to have been a part of IDE's team for so long, and I look back with immense pride at our achievements and the international recognition that we have earned. I am still figuring out my next steps and am available for new opportunities. You can be sure that I'll keep myself busy and be as active as I have been in the past."

Fredi may be contacted at lokief@netvision.net.il.

CEO JEFF GREEN LEAVES LG NANOH₂O

Nine years after co-founding and leading NanoH₂O as its CEO, Jeff Green has left the firm.

An entrepreneur and one of the founders of Stamps.com and Archive, Inc, Jeff built NanoH₂O around a technology licensed from UCLA. After further developing the technology and building a SWRO element fabrication line in El Segundo, California, the company successfully installed its membranes in 150 desal plants on six continents.

In March 2014, Korean-based LG Chem bought NanoH₂O for \$200 million and changed its name to LG NanoH₂O.

He told *WDR* that he is ready for a new challenge, adding, "Building companies is hard work and, while never perfect, the fact that we were able to translate early-stage university research into a global commercial organization is a satisfying accomplishment."

NEW YEAR FELICITATIONS

WDR wishes its readers a healthy, happy and prosperous 2015, and welcomes Julian Austin as a future reader.

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR SIX MONTHS ENDED DECEMBER 31, 2014

	Annual Budget	Actual	Budget	YTD Variance	Var %
REVENUES:					
Potable Water Sales	\$ 45,669,500	\$ 25,127,294	\$ 25,016,900	\$ 110,394	0.4%
Recycled Water Sales	8,826,600	5,445,538	5,344,200	101,338	1.9%
Potable Energy Charges	2,145,600	1,247,932	1,198,000	49,932	4.2%
Potable System Charges	12,337,500	5,628,897	5,621,000	7,897	0.1%
Potable MWD & CWA Fixed Charges	10,936,200	5,565,505	5,569,000	(3,495)	(0.1%)
Potable Penalties	870,300	531,273	489,700	41,573	8.5%
Total Water Sales	<u>80,785,700</u>	<u>43,546,439</u>	<u>43,238,800</u>	<u>307,639</u>	<u>0.7%</u>
Sewer Charges	3,007,700	1,392,135	1,396,800	(4,665)	(0.3%)
Meter Fees	51,500	43,880	25,800	18,080	70.1%
Capacity Fee Revenues	1,150,600	661,189	575,300	85,889	14.9%
Betterment Fees for Maintenance	301,800	190,630	301,800	(111,170)	(36.8%)
Non-Operating Revenues	1,947,800	1,002,519	967,500	35,019	3.6%
Tax Revenues	3,763,700	1,405,618	1,241,900	163,718	13.2%
Interest	77,400	44,865	38,700	6,165	15.9%
Transfer from Potable General Fund	553,800	276,900	276,900	-	0.0%
Total Revenues	<u>\$ 91,640,000</u>	<u>\$ 48,564,175</u>	<u>\$ 48,063,500</u>	<u>\$ 500,675</u>	<u>1.0%</u>
EXPENSES:					
Potable Water Purchases	\$ 34,521,500	\$ 18,867,477	\$ 18,826,200	\$ (41,277)	(0.2%)
Recycled Water Purchases	1,601,500	903,624	992,800	89,176	9.0%
CWA-Infrastructure Access Charge	1,901,400	936,276	936,600	324	0.0%
CWA-Customer Service Charge	1,792,200	891,949	892,200	251	0.0%
CWA-Emergency Storage Charge	4,741,200	2,341,056	2,341,200	144	0.0%
MWD-Capacity Res Charge	701,400	298,995	298,800	(195)	(0.1%)
MWD-Readiness to Serve Charge	1,800,000	908,670	900,000	(8,670)	(1.0%)
Subtotal Water Purchases	<u>47,059,200</u>	<u>25,148,046</u>	<u>25,187,800</u>	<u>39,754</u>	<u>0.2%</u>
Power Charges	2,838,400	1,759,601	1,665,900	(93,701)	(5.6%)
Payroll & Related Costs	19,747,600	9,499,740	9,386,700	(113,040)	(1.2%)
Material & Maintenance	3,619,800	1,638,204	1,788,650	150,446	8.4%
Administrative Expenses	5,009,200	1,912,386	2,166,267	253,882	11.7%
Legal Fees	410,000	109,677	205,000	95,323	46.5%
Expansion Reserve	2,538,900	1,269,500	1,269,500	-	0.0%
Betterment Reserve	3,530,000	1,765,000	1,765,000	-	0.0%
Replacement Reserve	3,270,200	1,635,100	1,635,100	-	0.0%
New Supply Fee	705,000	352,500	352,500	-	0.0%
Transfer to Sewer General Fund	553,800	276,900	276,900	-	0.0%
OPEB Trust	647,100	323,600	323,600	-	0.0%
Potable General Fund	1,583,800	791,900	791,900	-	0.0%
Sewer Replacement	127,000	63,500	63,500	-	0.0%
Total Expenses	<u>\$ 91,640,000</u>	<u>\$ 46,545,653</u>	<u>\$ 46,878,317</u>	<u>\$ 332,664</u>	<u>0.7%</u>
EXCESS REVENUES(EXPENSE)	<u>\$ -</u>	<u>\$ 2,018,522</u>	<u>\$ 1,185,183</u>	<u>\$ 833,339</u>	

OTAY
Portfolio Management
Portfolio Summary
December 31, 2014

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Federal Agency Issues- Callable	53,735,000.00	53,590,271.60	53,737,251.98	63.23	1,003	833	0.863	0.875
Federal Agency Issues - Coupon	8,000,000.00	8,002,420.00	8,001,926.01	9.42	925	293	0.395	0.400
Certificates of Deposit - Bank	81,784.76	81,784.76	81,784.76	0.10	730	386	0.030	0.030
Local Agency Investment Fund (LAIF)	10,878,519.69	10,880,491.79	10,878,519.69	12.80	1	1	0.263	0.267
San Diego County Pool	12,282,933.41	12,247,000.00	12,282,933.41	14.45	1	1	0.427	0.433
Investments	84,978,237.86	84,801,968.15	84,982,415.85	100.00%	722	555	0.679	0.688
Cash								
Passbook/Checking (not included in yield calculations)	1,059,163.13	1,059,163.13	1,059,163.13		1	1	0.229	0.232
Total Cash and Investments	86,037,400.99	85,861,131.28	86,041,578.98		722	555	0.679	0.688

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	45,338.36	253,586.17
Average Daily Balance	84,081,284.40	82,750,152.61
Effective Rate of Return	0.63%	0.61%

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 7, 2014. 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

1-21-15

Reporting period 12/01/2014-12/31/2014

Run Date: 01/20/2015 - 09:05

Portfolio OTAY
 AP
 PM (PRF_PM1) 7.3.0
 Report Ver. 7.3.5

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW
December 31, 2014**

INVESTMENT OVERVIEW & MARKET STATUS:

The federal funds rate has remained constant now for over 5 years. On December 16, 2008, at the Federal Reserve Board's regular scheduled meeting, the federal funds rate was lowered from 1.00% to "a target range of between Zero and 0.25%" in response to the nation's ongoing financial crisis, as well as banking industry pressure to ease credit and stimulate the economy. This marked the ninth reduction in a row since September 18, 2007, when the rate was 5.25%. There have been no further changes made to the federal funds rate at the Federal Reserve Board's subsequent regular scheduled meetings, the most recent of which was held on December 17, 2014. In determining how long to maintain the current 0 to ¼ percent target range for the federal funds rate, they went on to say: *"the Committee will assess progress--both realized and expected--toward 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 developments. Based on its current assessment, the Committee judges that it can be patient in beginning to normalize the stance of monetary policy. The Committee sees this guidance as consistent with its previous statement that it likely will be appropriate to maintain the 0 to ¼ percent target range for the federal funds rate for a considerable time following the end of its asset purchase program in October, especially if projected inflation continues to run below the Committee's 2 percent longer-run goal, and provided that longer-term inflation expectations remain well anchored."*

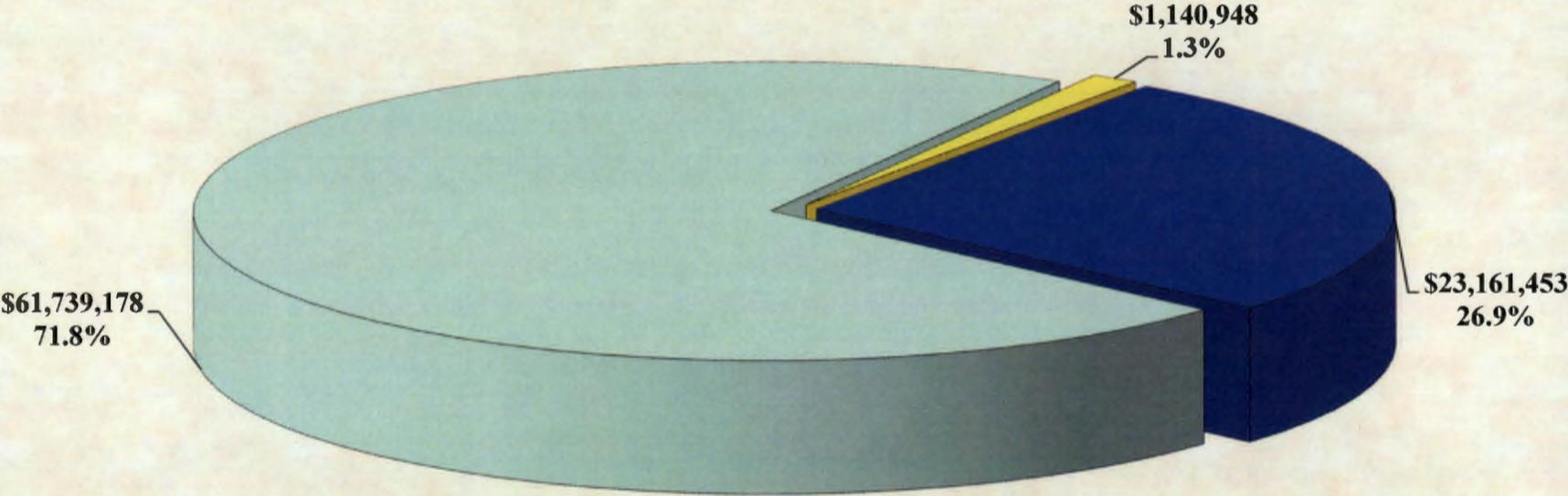
Despite the large drop in available interest rates, the District's overall effective rate of return at December 31, 2014 was 0.61%, which was one basis point above the previous month. At the same time the LAIF return on deposits has improved over the previous month, reaching an average effective yield of 0.267% for the month of December 2014. Based on our success at maintaining a competitive rate of return on our portfolio during this extended period of interest rate declines, no changes in investment strategy regarding returns on investment are being considered at this time. This 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: December 31, 2014

	<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)	\$50 Million	\$50 Million	\$10.88 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	0
8.03:	Federal Agency Issues	100%	100%	71.76%
8.04:	Certificates of Deposit	30%	15%	0.10%
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%	14.28%
12.0:	Maximum Single Financial Institution	100%	50%	1.23%

Otay Water District Investment Portfolio: 12/31/2014



Total Cash and Investments: \$86,041,579

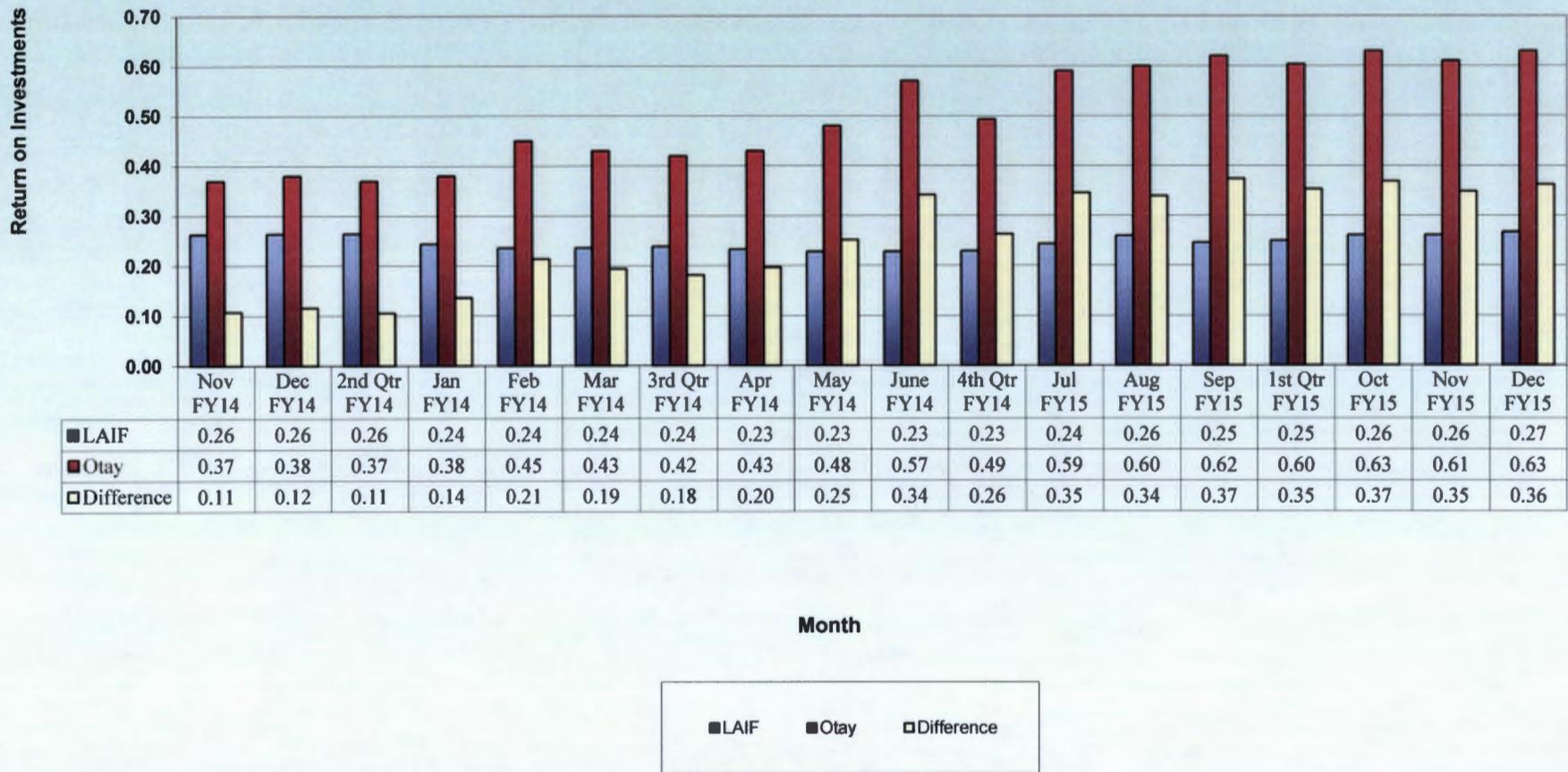
■ Banks (Passbook/Checking/CD)

■ Pools (LAIF & County)

■ Agencies & Corporate Notes

Performance Measure FY-15 Return on Investment

Target: Meet or Exceed 100% of LAIF



OTAY
Portfolio Management
Portfolio Details - Investments
December 31, 2014

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												
3135GOXR9	2289	Fannie Mae		06/06/2013	2,000,000.00	1,993,900.00	2,000,000.00	0.550	AA	0.542	814	09/06/2016
3133EDKF8	2291	Federal Farm Credit Bank		04/29/2014	2,000,000.00	1,992,160.00	2,000,000.00	0.550		0.542	575	07/29/2016
3133EECG3	2311	Federal Farm Credit Bank		11/20/2014	1,030,000.00	1,026,456.80	1,030,000.00	1.140		1.124	1,054	11/20/2017
3133EECG3	2312	Federal Farm Credit Bank		11/20/2014	2,705,000.00	2,695,694.80	2,705,000.00	1.140		1.124	1,054	11/20/2017
3133EECX6	2313	Federal Farm Credit Bank		11/25/2014	2,000,000.00	1,993,680.00	2,000,000.00	0.610		0.602	694	11/25/2016
3130A1SE9	2288	Federal Home Loan Bank		05/19/2014	2,000,000.00	1,994,280.00	2,000,000.00	1.000		0.986	869	05/19/2017
3130A1ZX9	2296	Federal Home Loan Bank		05/22/2014	2,000,000.00	1,990,140.00	2,000,000.00	1.050		1.036	964	08/22/2017
3130A2S1	2299	Federal Home Loan Bank		06/19/2014	2,000,000.00	1,994,400.00	2,000,000.00	0.700		0.690	718	12/19/2016
3130A3SR1	2306	Federal Home Loan Bank		10/06/2014	2,000,000.00	1,995,560.00	2,000,000.00	0.850		0.838	736	01/06/2017
3130A3FY5	2309	Federal Home Loan Bank		11/28/2014	2,000,000.00	1,995,360.00	2,000,000.00	0.700		0.690	694	11/25/2016
3130A3MH4	2314	Federal Home Loan Bank		12/29/2014	2,000,000.00	2,000,100.00	2,000,000.00	1.000		0.986	1,002	09/29/2017
3130A3N59	2315	Federal Home Loan Bank		12/29/2014	2,000,000.00	1,996,060.00	2,000,000.00	1.125		1.110	1,093	12/29/2017
3134G4PX0	2277	Federal Home Loan Mortgage		12/27/2013	2,000,000.00	1,992,440.00	2,000,000.00	0.500		0.493	543	06/27/2016
3134G4WJ3	2284	Federal Home Loan Mortgage		03/19/2014	2,000,000.00	1,995,520.00	2,000,000.00	0.625		0.616	627	09/19/2016
3134G4WH7	2285	Federal Home Loan Mortgage		03/20/2014	2,000,000.00	1,997,140.00	2,000,000.00	0.900		0.888	809	03/20/2017
3134G55T8	2295	Federal Home Loan Mortgage		06/12/2014	2,000,000.00	1,997,560.00	2,000,000.00	0.700	AA	0.690	711	12/12/2016
3134G56A8	2297	Federal Home Loan Mortgage		06/16/2014	2,000,000.00	1,994,880.00	2,000,000.00	1.000		0.986	897	06/16/2017
3134G55X9	2298	Federal Home Loan Mortgage		06/10/2014	2,000,000.00	1,989,940.00	2,000,000.00	0.810		0.799	799	03/10/2017
3134G56N0	2300	Federal Home Loan Mortgage		06/26/2014	2,000,000.00	1,991,600.00	2,000,000.00	1.000		0.986	907	06/26/2017
3134G5A47	2301	Federal Home Loan Mortgage		06/30/2014	2,000,000.00	1,996,540.00	2,000,000.00	0.650		0.641	729	12/30/2016
3134G5BL8	2302	Federal Home Loan Mortgage		07/17/2014	2,000,000.00	2,000,500.00	2,000,000.00	1.220		1.203	1,020	10/17/2017
3134G4UC0	2305	Federal Home Loan Mortgage		09/08/2014	2,000,000.00	1,997,160.00	2,002,251.98	0.650		0.570	575	07/29/2016
3134G5LH6	2307	Federal Home Loan Mortgage		10/30/2014	2,000,000.00	1,989,760.00	2,000,000.00	1.100		1.085	1,033	10/30/2017
3134G5PP4	2310	Federal Home Loan Mortgage		12/12/2014	2,000,000.00	1,996,340.00	2,000,000.00	1.250		1.233	1,076	12/12/2017
3136G1XZ7	2274	Federal National Mortgage Assoc		12/19/2013	2,000,000.00	1,994,440.00	2,000,000.00	0.670		0.661	718	12/19/2016
3136G23G0	2304	Federal National Mortgage Assoc		08/15/2014	2,000,000.00	1,995,540.00	2,000,000.00	1.050		1.036	957	08/15/2017
3136G2A23	2308	Federal National Mortgage Assoc		11/28/2014	2,000,000.00	1,993,120.00	2,000,000.00	1.200		1.184	1,062	11/28/2017
Subtotal and Average			49,414,726.97		53,735,000.00	53,590,271.60	53,737,251.98			0.863	833	
Federal Agency Issues - Coupon												
3133EC6F8	2258	Federal Farm Credit Bank		12/05/2012	3,000,000.00	3,001,530.00	3,000,000.00	0.350	AA	0.345	151	06/01/2015
3133EC7H1	2260	Federal Farm Credit Bank		12/17/2012	3,000,000.00	3,001,290.00	3,000,000.00	0.340		0.335	228	08/17/2015
3135G0YE7	2286	Federal National Mortgage Assoc		04/01/2014	2,000,000.00	1,999,600.00	2,001,926.01	0.625		0.558	603	08/26/2016
Subtotal and Average			8,001,971.43		8,000,000.00	8,002,420.00	8,001,926.01			0.395	293	

OTAY
Portfolio Management
Portfolio Details - Investments
December 31, 2014

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												
2050003183-6	2283	California Bank & Trust		01/22/2014	81,784.76	81,784.76	81,784.76	0.030		0.030	386	01/22/2016
Subtotal and Average			81,784.76		81,784.76	81,784.76	81,784.76			0.030	386	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA			10,878,519.69	10,880,491.79	10,878,519.69	0.267		0.263	1	
LAIF BABS 2010	9012	STATE OF CALIFORNIA		07/01/2014	0.00	0.00	0.00	0.267		0.263	1	
Subtotal and Average			12,233,358.40		10,878,519.69	10,880,491.79	10,878,519.69			0.263	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County			12,282,933.41	12,247,000.00	12,282,933.41	0.433		0.427	1	
Subtotal and Average			12,282,933.41		12,282,933.41	12,247,000.00	12,282,933.41			0.427	1	
Total and Average			84,081,284.40		84,978,237.86	84,801,968.15	84,982,415.85			0.679	555	

OTAY
Portfolio Management
Portfolio Details - Cash
December 31, 2014

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA			10,008.48	10,008.48	10,008.48	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			981,036.24	981,036.24	981,036.24	0.250		0.247	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2014	27,891.35	27,891.35	27,891.35			0.000	1
RESERVE-1(COPS	9010	STATE OF CALIFORNIA			6,943.74	6,943.74	6,943.74	0.010		0.010	1
RESERVE-1(BAIS	9011	STATE OF CALIFORNIA			18,846.27	18,846.27	18,846.27	0.010		0.010	1
UBNA-2010 BOND	9013	STATE OF CALIFORNIA		07/01/2014	0.00	0.00	0.00			0.000	1
UBNA-FLEXACCT	9014	STATE OF CALIFORNIA		07/01/2014	11,487.05	11,487.05	11,487.05			0.000	1
		Average Balance	0.00								1
Total Cash and Investments			84,081,284.40		86,037,400.99	85,861,131.28	86,041,578.98			0.679	555

OTAY
Interest Earnings
Sorted by Fund - Fund
December 1, 2014 - December 31, 2014
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												
3134G55T8	2295	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/12/2016	0.700	0.687	1,166.67	0.00	1,166.67
3134G4WH7	2285	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	03/20/2017	0.900	0.883	1,500.00	0.00	1,500.00
3134G4WJ3	2284	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	09/19/2016	0.625	0.613	1,041.67	0.00	1,041.67
3134G4PX0	2277	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	06/27/2016	0.500	0.491	833.33	0.00	833.33
3134G56A8	2297	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	06/16/2017	1.000	0.981	1,666.66	0.00	1,666.66
3134G55X9	2298	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	03/10/2017	0.810	0.795	1,350.00	0.00	1,350.00
3134G5LH6	2307	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	10/30/2017	1.100	1.079	1,833.34	0.00	1,833.34
3134G5PP4	2310	99	MC1	2,000,000.00	0.00	2,000,000.00	12/12/2017	1.250	1.204	1,319.44	0.00	1,319.44
3134G56N0	2300	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	06/26/2017	1.000	0.981	1,666.67	0.00	1,666.67
3134G4UC0	2305	99	MC1	2,000,000.00	2,003,779.26	2,003,660.31	07/29/2016	0.650	0.567	1,083.33	-118.95	964.38
3134G5BL8	2302	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	10/17/2017	1.220	1.197	2,033.34	0.00	2,033.34
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
3136G1XZ7	2274	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/19/2016	0.670	0.657	1,116.67	0.00	1,116.67
3136G2A23	2308	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	11/28/2017	1.200	1.177	2,000.00	0.00	2,000.00
3136G23G0	2304	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	08/15/2017	1.050	1.030	1,750.00	0.00	1,750.00
3135G0YE7	2286	99	FAC	2,000,000.00	2,003,238.40	2,003,141.29	08/26/2016	0.625	0.555	1,041.67	-97.11	944.56
3130A35R1	2306	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	01/06/2017	0.850	0.834	1,416.67	0.00	1,416.67
3130A1ZX9	2296	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	08/22/2017	1.050	1.030	1,750.00	0.00	1,750.00
3130A25S1	2299	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	12/19/2016	0.700	0.687	1,166.67	0.00	1,166.67
3130A1SE9	2288	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	05/19/2017	1.000	0.981	1,666.66	0.00	1,666.66
3130A3FY5	2309	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	11/25/2016	0.700	0.687	1,166.66	0.00	1,166.66
3130A3N59	2315	99	MC1	2,000,000.00	0.00	2,000,000.00	12/29/2017	1.125	0.760	125.00	0.00	125.00
3130A3MH4	2314	99	MC1	2,000,000.00	0.00	2,000,000.00	09/29/2017	1.000	0.676	111.11	0.00	111.11
UNION MONEY	9002	99	PA1	10,008.48	2,013,506.20	10,008.48		0.010	0.004	7.28	0.00	7.28
UNION OPERATING	9004	99	PA1	981,036.24	1,142,422.38	981,036.24		0.250	0.249	241.46	0.00	241.46
RESERVE-10 BABS	9011	99	PA1	18,846.27	18,838.28	18,846.27		0.010	0.010	0.16	0.00	0.16
RESERVE-10 COPS	9010	99	PA1	6,943.74	6,940.67	6,943.74		0.010	0.010	0.06	0.00	0.06
LAIF	9001	99	LA1	10,878,519.69	11,778,519.69	10,878,519.69		0.267	0.277	2,774.12	0.00	2,774.12
3133EECX6	2313	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	11/25/2016	0.610	0.599	1,016.67	0.00	1,016.67

OTAY
Interest Earnings
December 1, 2014 - December 31, 2014

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Treasury Fund												
3133EECG3	2312	99	MC1	2,705,000.00	2,705,000.00	2,705,000.00	11/20/2017	1.140	1.119	2,569.75	0.00	2,569.75
3133EDKF8	2291	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	07/29/2016	0.550	0.540	916.66	0.00	916.66
3133EC6F6	2258	99	FAC	3,000,000.00	3,000,000.00	3,000,000.00	06/01/2015	0.350	0.343	875.00	0.00	875.00
3133EECG3	2311	99	MC1	1,030,000.00	1,030,000.00	1,030,000.00	11/20/2017	1.140	1.119	978.50	0.00	978.50
3133EC7H1	2260	99	FAC	3,000,000.00	3,000,000.00	3,000,000.00	08/17/2015	0.340	0.334	850.00	0.00	850.00
2050003183-6	2283	99	BCD	81,784.76	81,784.76	81,784.76	01/22/2016	0.030	0.030	2.11	0.00	2.11
3135GOXR9	2269	99	MC1	2,000,000.00	2,000,000.00	2,000,000.00	09/08/2016	0.550	0.540	916.87	0.00	916.67
SD COUNTY POOL	9007	99	LA3	12,282,933.41	12,282,933.41	12,282,933.41		0.433	0.433	4,517.09	0.00	4,517.09
			Subtotal	85,995,072.59	83,066,963.05	86,001,874.19			0.630	45,554.42	-216.06	45,338.36
			Total	85,995,072.59	83,066,963.05	86,001,874.19			0.630	45,554.42	-216.06	45,338.36

**OTAY
Activity Report
Sorted By Issuer
December 1, 2014 - December 31, 2014**

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value Beginning Balance	Current Rate	Transaction Date	Purchases or Deposits	Par Value Redemptions or Withdrawals	Ending Balance
Issuer: STATE OF CALIFORNIA									
Union Bank									
UNION MONEY	9002	STATE OF CALIFORNIA			0.010		6,024,452.28	8,027,950.00	
UNION OPERATING	9004	STATE OF CALIFORNIA			0.250		1,112,424.08	1,273,810.22	
RESERVE-10 COPS	9010	STATE OF CALIFORNIA			0.010		3.07	0.00	
RESERVE-10 BABS	9011	STATE OF CALIFORNIA			0.010		7.99	0.00	
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA					0.00	11,778.73	
Subtotal and Balance				3,235,812.66			7,136,887.42	9,313,536.95	1,059,163.13
Local Agency Investment Fund (LAIF)									
LAIF	9001	STATE OF CALIFORNIA			0.267		5,800,000.00	6,700,000.00	
Subtotal and Balance				11,778,519.69			5,800,000.00	6,700,000.00	10,878,519.69
Issuer Subtotal				13.875%	15,014,332.35		12,936,887.42	16,013,536.95	11,937,682.82
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
Subtotal and Balance				81,784.76					81,784.76
Issuer Subtotal				0.095%	81,784.76		0.00	0.00	81,784.76
Issuer: Fannie Mae									
Federal Agency Issues- Callable									
Subtotal and Balance				2,000,000.00					2,000,000.00
Issuer Subtotal				2.325%	2,000,000.00		0.00	0.00	2,000,000.00
Issuer: Federal Farm Credit Bank									
Federal Agency Issues- Callable									
Subtotal and Balance				7,735,000.00					7,735,000.00

OTAY
Activity Report
December 1, 2014 - December 31, 2014

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value Beginning Balance	Current Rate	Transaction Date	Purchases or Deposits	Par Value Redemptions or Withdrawals	Ending Balance
Issuer: Federal Farm Credit Bank									
Federal Agency Issues - Coupon									
			Subtotal and Balance	6,000,000.00					6,000,000.00
			Issuer Subtotal	13,735,000.00			0.00	0.00	13,735,000.00
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
3130A3MH4	2314	Federal Home Loan Bank			1.000	12/29/2014	2,000,000.00	0.00	
3130A3N59	2315	Federal Home Loan Bank			1.125	12/29/2014	2,000,000.00	0.00	
			Subtotal and Balance	10,000,000.00			4,000,000.00	0.00	14,000,000.00
			Issuer Subtotal	10,000,000.00			4,000,000.00	0.00	14,000,000.00
Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
3134G5PP4	2310	Federal Home Loan Mortgage			1.250	12/12/2014	2,000,000.00	0.00	
			Subtotal and Balance	22,000,000.00			2,000,000.00	0.00	24,000,000.00
			Issuer Subtotal	22,000,000.00			2,000,000.00	0.00	24,000,000.00
Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
			Subtotal and Balance	6,000,000.00					6,000,000.00
Federal Agency Issues - Coupon									
			Subtotal and Balance	2,000,000.00					2,000,000.00
			Issuer Subtotal	8,000,000.00			0.00	0.00	8,000,000.00
Issuer: San Diego County									
San Diego County Pool									
			Subtotal and Balance	12,282,933.41					12,282,933.41

OTAY
Activity Report
December 1, 2014 - December 31, 2014

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value	
				Beginning Balance	Current Rate			Redemptions or Withdrawals	Ending Balance
		Issuer Subtotal	14.276%	12,282,933.41			0.00	0.00	12,282,933.41
		Total	100.000%	83,114,050.52			18,936,887.42	16,013,536.95	86,037,400.99

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Fund
December 1, 2014 - December 31, 2014

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											
3134G55T8	2295	99	Fair Value	12/12/2016	2,000,380.00	0.00	0.00	0.00	0.00	-2,820.00	1,997,560.00
3134G4WH7	2285	99	Fair Value	03/20/2017	2,000,740.00	0.00	0.00	0.00	0.00	-3,600.00	1,997,140.00
3134G4WJ3	2284	99	Fair Value	09/19/2016	2,000,480.00	0.00	0.00	0.00	0.00	-4,960.00	1,995,520.00
3134G4PX0	2277	99	Fair Value	08/27/2018	1,997,540.00	0.00	0.00	0.00	0.00	-5,100.00	1,992,440.00
3134G56A8	2297	99	Fair Value	06/16/2017	2,000,420.00	0.00	0.00	0.00	0.00	-5,540.00	1,994,880.00
3134G55X9	2298	99	Fair Value	03/10/2017	1,995,140.00	0.00	0.00	0.00	0.00	-5,200.00	1,989,940.00
3134G5LH6	2307	99	Fair Value	10/30/2017	1,995,480.00	0.00	0.00	0.00	0.00	-5,200.00	1,989,760.00
3134G5PP4	2310	99	Fair Value	12/12/2017	0.00	2,000,000.00	0.00	0.00	0.00	-3,660.00	1,996,340.00
3134G56N0	2300	99	Fair Value	06/26/2017	1,997,160.00	0.00	0.00	0.00	0.00	-5,560.00	1,991,600.00
3134G4UC0	2305	99	Fair Value	07/29/2016	2,002,620.00	0.00	0.00	0.00	0.00	-5,460.00	1,997,160.00
3134G5BL8	2302	99	Fair Value	10/17/2017	2,002,600.00	0.00	0.00	0.00	0.00	-2,100.00	2,000,500.00
3134G5A47	2301	99	Fair Value	12/30/2016	2,001,580.00	0.00	0.00	0.00	0.00	-5,040.00	1,996,540.00
3138G1XZ7	2274	99	Fair Value	12/19/2016	2,000,420.00	0.00	0.00	0.00	0.00	-5,980.00	1,994,440.00
3138G2A23	2308	99	Fair Value	11/26/2017	2,002,160.00	0.00	0.00	0.00	0.00	-9,040.00	1,993,120.00
3138G23G0	2304	99	Fair Value	08/15/2017	2,004,060.00	0.00	0.00	0.00	0.00	-8,520.00	1,995,540.00
3135G0YE7	2286	99	Fair Value	08/26/2016	2,003,940.00	0.00	0.00	0.00	0.00	-4,340.00	1,999,600.00
3130A35R1	2306	99	Fair Value	01/06/2017	2,001,160.00	0.00	0.00	0.00	0.00	-5,600.00	1,995,560.00
3130A1ZX9	2296	99	Fair Value	08/22/2017	1,997,860.00	0.00	0.00	0.00	0.00	-7,720.00	1,990,140.00
3130A25S1	2299	99	Fair Value	12/19/2018	2,000,220.00	0.00	0.00	0.00	0.00	-5,820.00	1,994,400.00
3130A1SE9	2288	99	Fair Value	05/19/2017	2,000,860.00	0.00	0.00	0.00	0.00	-8,580.00	1,994,280.00
3130A3FY5	2309	99	Fair Value	11/25/2018	2,001,320.00	0.00	0.00	0.00	0.00	-5,960.00	1,995,360.00
3130A3N59	2315	99	Fair Value	12/29/2017	0.00	2,000,000.00	0.00	0.00	0.00	-3,940.00	1,996,060.00
3130A3MH4	2314	99	Fair Value	09/29/2017	0.00	2,000,000.00	0.00	0.00	0.00	100.00	2,000,100.00
UNION MONEY	9002	99	Amortized		2,013,506.20	0.00	6,024,452.28	8,027,950.00	0.00	0.00	10,008.48
PETTY CASH	9003	99	Amortized		2,950.00	0.00	0.00	0.00	0.00	0.00	2,950.00
UNION OPERATING	9004	99	Amortized		1,142,422.38	0.00	1,112,424.08	1,273,810.22	0.00	0.00	981,036.24
PAYROLL	9005	99	Amortized		27,891.35	0.00	0.00	0.00	0.00	0.00	27,891.35
RESERVE-10 BABS	9011	99	Amortized		18,638.28	0.00	7.99	0.00	0.00	0.00	18,646.27
UBNA-2010 BOND	9013	99	Amortized		0.00	0.00	0.00	0.00	0.00	0.00	0.00
UBNA-FLEX ACCT	9014	99	Amortized		23,263.78	0.00	0.00	11,776.73	0.00	0.00	11,487.05
RESERVE-10 COPS	9010	99	Amortized		6,940.67	0.00	3.07	0.00	0.00	0.00	6,943.74

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Fund

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
LAIF BABS 2010	9012	99	Fair Value		0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAIF	9001	99	Fair Value		11,780,654.95	0.00	5,800,000.00	6,700,000.00	0.00	-163.16	10,880,491.79
3133EECX6	2313	99	Fair Value	11/25/2016	1,999,720.00	0.00	0.00	0.00	0.00	-8,040.00	1,993,680.00
3133EECG3	2312	99	Fair Value	11/20/2017	2,708,381.25	0.00	0.00	0.00	0.00	-12,686.45	2,695,694.80
3133EDKF8	2291	99	Fair Value	07/29/2016	1,997,620.00	0.00	0.00	0.00	0.00	-5,460.00	1,992,160.00
3133EC6F6	2258	99	Fair Value	06/01/2015	3,002,460.00	0.00	0.00	0.00	0.00	-930.00	3,001,530.00
3133EECG3	2311	99	Fair Value	11/20/2017	1,031,287.50	0.00	0.00	0.00	0.00	-4,630.70	1,026,456.80
3133EC7H1	2260	99	Fair Value	08/17/2015	3,003,120.00	0.00	0.00	0.00	0.00	-1,830.00	3,001,290.00
2050003183-6	2283	99	Amortized	01/22/2016	81,784.76	0.00	0.00	0.00	0.00	0.00	81,784.76
3135GOXR9	2269	99	Fair Value	09/08/2016	1,999,600.00	0.00	0.00	0.00	0.00	-5,700.00	1,993,900.00
SD COUNTY POOL	9007	99	Fair Value		12,239,000.00	0.00	0.00	0.00	0.00	6,000.00	12,247,000.00
Subtotal					83,085,581.12	6,000,000.00	12,936,887.42	16,013,536.95	0.00	-147,800.31	85,861,131.28
Total					83,085,581.12	6,000,000.00	12,936,887.42	16,013,536.95	0.00	-147,800.31	85,861,131.28

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 12/31/2014

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 360	Current Yield	Maturity/ Call Date	Modified Duration
3135GOXR9	2269	99	Fannie Mae	Fair	2,000,000.00	2,000,000.00	1,993,900.00	.5500000	0.542	1.164	09/06/2016	1.662
3136G1XZ7	2274	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,994,440.00	.6700000	0.661	0.813	12/19/2016	1.948
3134G4PX0	2277	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,992,440.00	.5000000	0.493	0.756	06/27/2016	1.479
3134G4WJ3	2284	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,995,520.00	.6250000	0.616	0.757	09/19/2016	1.701
3134G4WH7	2285	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,997,140.00	.9000000	0.888	0.965	03/20/2017	2.186
3130A1SE9	2286	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,994,280.00	1.000000	0.986	1.122	05/19/2017	2.345
3133EDKF8	2291	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,992,160.00	.5500000	0.542	0.801	07/29/2016	1.563
3134G55T8	2295	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,997,560.00	.7000000	0.690	0.763	12/12/2016	1.929
3130A1ZX9	2296	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,990,140.00	1.050000	1.036	1.240	08/22/2017	2.586
3134G56A8	2297	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,994,880.00	1.000000	0.986	1.106	06/16/2017	2.420
3134G55X9	2298	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,989,940.00	.8100000	0.799	1.043	03/10/2017	2.164
3130A25S1	2299	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,994,400.00	.7000000	0.690	0.844	12/19/2016	1.948
3134G56N0	2300	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,991,600.00	1.000000	0.986	1.172	06/26/2017	2.447
3134G5A47	2301	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,996,540.00	.6500000	0.641	0.737	12/30/2016	1.980
3134G5BL8	2302	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,000,500.00	1.220000	1.203	1.211	10/17/2017	2.732
3136G23G0	2304	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,995,540.00	1.050000	1.036	1.137	08/15/2017	2.568
3134G4UC0	2305	99	Federal Home Loan Mortgage	Fair	2,003,680.31	2,000,000.00	1,998,568.33	.6500000	0.570	0.741	07/29/2016	1.562
3130A35R1	2306	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,995,560.00	.8500000	0.838	0.962	01/06/2017	1.986
3134G5LH6	2307	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,989,760.00	1.100000	1.085	1.285	10/30/2017	2.771
3136G2A23	2308	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,993,120.00	1.200000	1.184	1.895	11/28/2017	2.836
3130A3FY5	2309	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,995,360.00	.7000000	0.690	0.823	11/25/2016	1.881
3134G5PP4	2310	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,996,340.00	1.250000	1.233	1.314	12/12/2017	2.881
3133EECG3	2311	99	Federal Farm Credit Bank	Fair	1,030,000.00	1,030,000.00	1,026,456.80	1.140000	1.124	1.262	11/20/2017	2.825
3133EECG3	2312	99	Federal Farm Credit Bank	Fair	2,705,000.00	2,705,000.00	2,695,894.80	1.140000	1.124	1.262	11/20/2017	2.825
3133EECX6	2313	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,993,680.00	.6100000	0.602	0.778	11/25/2016	1.883
3130A3MH4	2314	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,000,100.00	1.000000	0.986	0.998	09/29/2017	2.700
3130A3N59	2315	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,996,060.00	1.125000	1.110	1.192	12/29/2017	2.935

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 12/31/2014

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 360	Current Yield	Maturity/Call Date	Modified Duration
3133EC6F6	2258	99	Federal Farm Credit Bank	Fair	3,000,000.00	3,000,000.00	3,001,530.00	.3500000	0.345	0.248	06/01/2015	0.413
3133EC7H1	2260	99	Federal Farm Credit Bank	Fair	3,000,000.00	3,000,000.00	3,001,290.00	.3400000	0.335	0.254	08/17/2015	0.625
3135G0YE7	2286	99	Federal National Mortgage Assoc	Fair	2,003,141.29	2,000,000.00	2,000,815.28	.6250000	0.558	0.637	08/26/2016	1.638
2050003183-6	2283	99	California Bank & Trust	Amort	81,784.76	81,784.76	81,784.76	.0300000	0.030	0.030	01/22/2016	1.057
LAIF	9001	99	STATE OF CALIFORNIA	Fair	10,878,519.69	10,878,519.69	10,880,491.79	.2670000	0.263	0.267		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	12,282,933.41	12,282,933.41	12,247,000.00	.4330000	0.427	0.433		0.000
Report Total					84,985,039.46	84,978,237.86	84,804,591.76			0.788		1.496



STAFF REPORT

TYPE MEETING: Regular Board	MEETING DATE: February 4, 2015
SUBMITTED BY: Kevin Koeppen, Finance Manager, Treasury & Acct	W.O./G.F. NO: DIV. NO.
APPROVED BY: Joseph Beachem, Chief Financial Officer (Chief)	
APPROVED BY: German Alvarez, Assistant General Manager (Asst. GM)	
SUBJECT: Accounts Payable Demand List	

PURPOSE:

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

FISCAL IMPACT:

SUMMARY FOR PERIOD 12/25/2014 - 1/21/2015	NET DEMANDS
CHECKS (2042046 - 2042232)	\$ 1,522,038.15
VOID CHECKS (4)	(\$ 4,806.03)
TOTAL CHECKS	\$ 1,517,232.12
WIRE TO:	
CITY TREASURER - RECLAIMED WATER PURCHASE (11/4/14-12/2/14)	\$ 75,534.12
DELTA DENTAL OF CALIFORNIA - DENTAL & COBRA CLAIMS (DEC 2014)	\$ 18,910.40
OTAY WATER DISTRICT - BI-WEEKLY PAYROLL DEDUCTION	\$ 693.00
OTAY WATER DISTRICT - BI-WEEKLY PAYROLL DEDUCTION	\$ 686.00
SAN DIEGO COUNTY WATER AUTH - WATER DELIVERIES & CHARGES (NOV 2014)	\$ 3,383,487.79
SPECIAL DISTRICT RISK - HEALTH ADMINISTRATION (FEB 2015)	\$ 272,393.04
STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION	\$ 237.69
STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION	\$ 831.23
STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION	\$ 92.30
STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION	\$ 831.23
STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION	\$ 237.69
STATE DISBURSEMENT UNIT - BI-WEEKLY PAYROLL DEDUCTION: PAYMENT	\$ 92.30
STATE OF CALIFORNIA - CA SALES USE TAX (4TH QTR 2014)	\$ 564.00
UNION BANK - BI-WEEKLY PAYROLL TAXES	\$ 238,064.03
UNION BANK - BI-WEEKLY PAYROLL TAXES	\$ 135,972.24
UNION BANK NA - COPS 1996 (MONTHLY)	\$ 497.23
UNION BANK NA - COPS 1996 (QUARTERLY)	\$ 26,266.43
TOTAL CASH DISBURSEMENTS	\$ 5,672,622.84

RECOMMENDED ACTION:

That the Board received the attached list of demands.

Jb/Attachment

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042185	01/21/15	15645	(W)RIGHT ON COMMUNICATIONS INC	12202295	12/31/14	COMMUNITY OUTREACH (DESALINATION)	2,678.34	5,001.25
				12202294	12/31/14	COMMUNITY OUTREACH (A) (DEC 2014)	2,322.91	
2042122	01/14/15	15876	1903 SOLUTIONS LLC	OWD141027HP-R	11/23/14	HP LICENSING	6,180.00	6,180.00
2042186	01/21/15	15416	24 HOUR ELEVATOR INC	16302	12/01/14	ELEVATOR MAINTENANCE (DEC 2014)	420.00	420.00
2042123	01/14/15	01910	ABCANA INDUSTRIES	CN1092		CREDIT MEMO	-16,184.26	
				956384	11/14/14	SODIUM HYPOCHLORITE	1,512.52	
				956679	11/21/14	SODIUM HYPOCHLORITE	1,489.96	
				957188	12/04/14	SODIUM HYPOCHLORITE	1,190.79	
				957043	12/01/14	SODIUM HYPOCHLORITE	988.73	
				956915	11/26/14	SODIUM HYPOCHLORITE	901.43	
				956455	11/17/14	SODIUM HYPOCHLORITE	818.05	
				957893	12/22/14	SODIUM HYPOCHLORITE	684.65	
				957044	12/01/14	SODIUM HYPOCHLORITE	648.36	
				957181	12/04/14	SODIUM HYPOCHLORITE	590.49	
				956312	11/13/14	SODIUM HYPOCHLORITE	554.20	
				956825	11/24/14	SODIUM HYPOCHLORITE	527.71	
				956645	11/20/14	SODIUM HYPOCHLORITE	524.77	
				957250	12/05/14	SODIUM HYPOCHLORITE	511.04	
				957490	12/11/14	SODIUM HYPOCHLORITE	500.25	
				957187	12/04/14	SODIUM HYPOCHLORITE	497.31	
				956311	11/13/14	SODIUM HYPOCHLORITE	480.63	
				956456	11/17/14	SODIUM HYPOCHLORITE	463.96	
				956917	11/26/14	SODIUM HYPOCHLORITE	388.43	
				956949	11/28/14	SODIUM HYPOCHLORITE	378.62	
				957325	12/08/14	SODIUM HYPOCHLORITE	375.68	
				957183	12/04/14	SODIUM HYPOCHLORITE	353.12	
				956648	11/20/14	SODIUM HYPOCHLORITE	348.21	
956315	11/13/14	SODIUM HYPOCHLORITE	346.25					
957785	12/18/14	SODIUM HYPOCHLORITE	343.31					
957491	12/11/14	SODIUM HYPOCHLORITE	322.71					
956920	11/26/14	SODIUM HYPOCHLORITE	248.16					
956385	11/14/14	SODIUM HYPOCHLORITE	245.22					
957892	12/22/14	SODIUM HYPOCHLORITE	228.55					
957768	12/18/14	SODIUM HYPOCHLORITE	223.64					
957252	12/05/14	SODIUM HYPOCHLORITE	185.39					

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
				956680	11/21/14	SODIUM HYPOCHLORITE	153.02	840.90
2042187	01/21/15	01910	ABCANA INDUSTRIES	958316	01/02/15	SODIUM HYPOCHLORITE	527.71	
				958047	12/26/14	SODIUM HYPOCHLORITE	491.42	
				958211	12/31/14	SODIUM HYPOCHLORITE	452.19	
				958104	12/29/14	SODIUM HYPOCHLORITE	404.12	1,875.44
2042080	01/07/15	11462	AEGIS ENGINEERING MGMT INC	1316	12/11/14	DEVELOPER PROJECTS (11/8/14-12/5/14)	16,473.03	16,473.03
2042124	01/14/15	07732	AIRGAS SPECIALTY PRODUCTS INC	131365527	12/22/14	AQUA AMMONIA	2,786.40	
				131365526	12/22/14	AQUA AMMONIA	1,486.20	4,272.60
2042125	01/14/15	14811	ALARMS UNLIMITED INC	169831	01/01/15	MONTHLY MONITORING (JAN 2015)	1,534.00	1,534.00
2042188	01/21/15	14811	ALARMS UNLIMITED INC	169954	01/09/15	CARD READER	2,742.06	2,742.06
2042046	12/30/14	15907	ALEXIS TUCKER	Ref002437456	12/23/14	UB Refund Cst #0000205840	158.38	158.38
2042047	12/30/14	15952	ALFREDO AGUILAR	Ref002437449	12/23/14	UB Refund Cst #0000073551	87.89	87.89
2042189	01/21/15	14256	ALLIANT INSURANCE SERVICES INC	301398	01/09/15	CONSULTING SVCS (JAN QTRLY INSTALLMENT	6,750.00	6,750.00
2042190	01/21/15	06166	AMERICAN MESSAGING	L1109570PA	01/01/15	PAGERS (DEC 2014)	106.74	106.74
2042126	01/14/15	00107	AMERICAN WATER WORKS ASSN	7000915211	11/30/14	MEMBERSHIP RENEWAL	5,924.00	5,924.00
2042081	01/07/15	15969	ANDRE HARVEY	3731110514	01/05/15	CUSTOMER REFUND	4,917.33	4,917.33
2042127	01/14/15	15981	ANGEL ARAMBURO	Ref002437625	01/12/15	UB Refund Cst #0000080771	98.81	98.81
2042048	12/30/14	00002	ANSWER INC	10967	12/22/14	ANSWERING SERVICES (MONTHLY)	1,110.00	1,110.00
2042128	01/14/15	08967	ANTHEM BLUE CROSS EAP	41274	12/22/14	EMPLOYEE ASSISTANCE PROGRAM (JAN 2015)	312.20	312.20
2042191	01/21/15	03492	AQUA-METRIC SALES COMPANY	0054796IN	01/05/15	INVENTORY	6,430.54	6,430.54
2042082	01/07/15	03492	AQUA-METRIC SALES COMPANY	0054706IN	12/17/14	INVENTORY	3,690.21	3,690.21
2042049	12/30/14	15949	ARTURO BALCE	Ref002437446	12/23/14	UB Refund Cst #0000004692	143.82	143.82
2042129	01/14/15	15989	ASSET MANAGEMENT SPECIALISTS	Ref002437634	01/12/15	UB Refund Cst #0000194775	15.98	15.98
2042192	01/21/15	07785	AT&T	000006101455	01/01/15	TELEPHONE SERVICES (DEC 2014)	1,229.08	1,229.08
2042130	01/14/15	15986	ATP GENERAL ENGINEERING CONTR	Ref002437631	01/12/15	UB Refund Cst #0000183566	62.57	62.57
2042131	01/14/15	15984	BECKY PHILLIPSON	Ref002437629	01/12/15	UB Refund Cst #0000176973	127.65	127.65

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042132	01/14/15	15990	BONITA POINTE	7222011215	01/12/15	CUSTOMER REFUND	680.34	680.34
2042133	01/14/15	15975	BRADFORD KLEMSTINE	Ref002437617	01/12/15	UB Refund Cst #0000003784	42.35	42.35
2042083	01/07/15	14112	BSE ENGINEERING INC	53098	12/16/14	ELECTRICAL SERVICES (11/1/14-11/30/14)	5,418.00	5,418.00
2042084	01/07/15	15877	BURKETT & WONG ENGINEERS INC	1412083	12/18/14	DRAINAGE ANALYSIS (10/26/14-11/25/14)	4,850.00	4,850.00
2042085	01/07/15	03503	CAMERON, KEVIN	01052015KC	01/05/15	TUITION REIMBURSEMENT	836.00	836.00
2042086	01/07/15	15621	CAPSTONE FIRE MANAGEMENT INC	1312	12/09/14	SAFETY TRAINING (11/19/14-11/20/14)	1,700.00	
				1314	12/09/14	SAFETY TRAINING (11/25/14)	1,400.00	3,100.00
2042193	01/21/15	15348	CHALDEAN AMERICAN CHAMBER	67890	01/09/15	MEMBERSHIP RENEWAL	350.00	350.00
2042134	01/14/15	15800	CHAN, SIU MAN POLLY	010915	01/09/15	CPA RENEWAL REIMBURSEMENT	95.00	95.00
2042194	01/21/15	02026	CHULA VISTA ELEM SCHOOL DIST	AR043965	12/23/14	GARDEN TOUR (11/12 & 13/14)	810.00	810.00
2042087	01/07/15	02026	CHULA VISTA ELEM SCHOOL DIST	AR043895	12/11/14	GARDEN TOUR (10/28-29/14)	440.00	440.00
2042195	01/21/15	04119	CLARKSON LAB & SUPPLY INC	76903	12/31/14	BACTERIOLOGICAL TESTING SERVICES	872.00	
				76908	12/31/14	BACTERIOLOGICAL TESTING SERVICES	768.00	
				76915	12/31/14	BACTERIOLOGICAL TESTING SERVICES	244.00	
				76906	12/31/14	BACTERIOLOGICAL TESTING SERVICES	192.00	
				76902	12/31/14	BACTERIOLOGICAL TESTING SERVICES	166.00	
				76905	12/31/14	BACTERIOLOGICAL TESTING SERVICES	166.00	
				76907	12/31/14	BACTERIOLOGICAL TESTING SERVICES	166.00	2,574.00
2042088	01/07/15	15616	COGENT COMMUNICATIONS INC	0001120114	12/01/14	INTERNET CIRCUITS (11/26/14-12/31/14)	4,888.60	4,888.60
2042089	01/07/15	08160	COMPLETE OFFICE	16724770	12/09/14	RIBBON CARTRIDGE	45.30	
				16735480	12/08/14	PUSH PINS	39.85	85.15
2042090	01/07/15	11056	CONCHAS, FREDERICK	01052015FC	01/05/15	TUITION REIMBURSEMENT	536.54	536.54
2042196	01/21/15	12334	CORODATA MEDIA STORAGE INC	DS1266054	12/31/14	TAPE STORAGE (DEC 2014)	414.42	414.42
2042050	12/30/14	02060	COSS, GREGORY	122314	12/23/14	REFUND	8.75	8.75
2042091	01/07/15	02122	COUNTY OF SAN DIEGO	000655	12/11/14	NOTICE OF VIOLATION (10/23/14-10/29/14)	100.00	100.00
2042051	12/30/14	15964	CRAIG GILLSON	Ref002437463	12/23/14	UB Refund Cst #0000214589	138.78	138.78
2042135	01/14/15	11797	D & H WATER SYSTEMS INC	2014479	10/13/14	CHLORINE TANK ACTUATORS	29,732.80	29,732.80
2042052	12/30/14	15962	DAVID KEEFE	Ref002437461	12/23/14	UB Refund Cst #0000214283	116.98	116.98

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042197	01/21/15	14362	DAY WIRELESS SYSTEMS	72293	12/31/14	FIRETIDE SUPPORT (12/2/14)	490.00	490.00
2042136	01/14/15	15985	ED SERRANO	Ref002437630	01/12/15	UB Refund Cst #0000183051	7.59	7.59
2042137	01/14/15	02447	EDCO DISPOSAL CORPORATION	5458123114	12/31/14	RECYCLING SERVICES (DEC 2014)	95.00	95.00
2042198	01/21/15	08023	EMPLOYEE BENEFIT SPECIALISTS	0067821IN	11/30/14	EMPLOYEE BENEFITS (NOV 2014)	698.50	698.50
2042199	01/21/15	03227	ENVIROMATRIX ANALYTICAL INC	4121065 5010349	12/23/14 01/05/15	LAB ANALYSIS (12/9/14-12/11/14) LAB ANALYSIS (12/22/14)	135.00 45.00	180.00
2042092	01/07/15	03227	ENVIROMATRIX ANALYTICAL INC	4120743	12/15/14	LAB ANALYSIS (11/27/14-12/8/14)	930.00	930.00
2042138	01/14/15	14298	ERA HOMETEAM	Ref002437621	01/12/15	UB Refund Cst #0000059336	113.98	113.98
2042139	01/14/15	15971	ESTHER MONTANO	9619011215	01/12/15	CUSTOMER REFUND	503.31	503.31
2042200	01/21/15	14320	EUROFINS EATON ANALYTICAL INC	L0197883	12/23/14	OUTSIDE LAB SERVICES (12/2/14)	255.00	255.00
2042140	01/14/15	15977	EVELYN LOONEY	Ref002437619	01/12/15	UB Refund Cst #0000029148	34.74	34.74
2042093	01/07/15	13123	FAVELA PRINTING INC	1529	12/17/14	FY 2014 CAFR	224.64	224.64
2042201	01/21/15	03546	FERGUSON WATERWORKS # 1083	0497628	12/29/14	INVENTORY	3,151.87	3,151.87
2042202	01/21/15	12187	FIRST AMERICAN DATA TREE LLC	9003401214 9003401014	12/31/14 10/31/14	ONLINE DOCUMENTS (MONTHLY) ONLINE DOCUMENTS (MONTHLY)	99.00 99.00	198.00
2042203	01/21/15	04066	FIRST CHOICE SERVICES - SD	032658	12/31/14	COFFEE SUPPLIES	298.10	298.10
2042094	01/07/15	04066	FIRST CHOICE SERVICES - SD	031630	12/16/14	COFFEE SUPPLIES	381.53	381.53
2042141	01/14/15	00035	FISHER SCIENTIFIC	1489041	11/06/14	LABORATORY SUPPLIES	125.95	125.95
2042142	01/14/15	11962	FLEETWASH INC	x392882	12/19/14	VEHICLE WASHING	26.04	26.04
2042143	01/14/15	01612	FRANCHISE TAX BOARD	Ben2437726	01/15/15	BI-WEEKLY PAYROLL DEDUCTION	350.00	350.00
2042053	12/30/14	01612	FRANCHISE TAX BOARD	Ben2437494	12/31/14	BI-WEEKLY PAYROLL DEDUCTION	350.00	350.00
2042144	01/14/15	02344	FRANCHISE TAX BOARD	Ben2437728	01/15/15	BI-WEEKLY PAYROLL DEDUCTION	81.00	81.00
2042054	12/30/14	02344	FRANCHISE TAX BOARD	Ben2437496	12/31/14	BI-WEEKLY PAYROLL DEDUCTION	81.00	81.00
2042055	12/30/14	08013	GARCIA FAMILY TRUST	5193110500	12/23/14	REFUND SPECIAL ASSESSMENT #519-311-05-00	48.00	48.00
2042056	12/30/14	15958	GARY MANGANO	Ref002437457	12/23/14	UB Refund Cst #0000207229	56.98	56.98

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042095	01/07/15	10817	GEXPRO	S109475219002	12/15/14	PLC MODULES	1,700.86	1,700.86
2042204	01/21/15	00101	GRAINGER INC	9629233108	12/30/14	TRAFFIC CONTROL	306.72	
				9586334790	11/04/14	WAREHOUSE SUPPLIES	51.06	357.78
2042145	01/14/15	00101	GRAINGER INC	9624198421	12/19/14	BUILDING MAINTENANCE SUPPLIES	142.73	
				9624198439	12/19/14	BUILDING MAINTENANCE SUPPLIES	5.48	148.21
2042096	01/07/15	00101	GRAINGER INC	9621794651	12/17/14	WAREHOUSE SUPPLIES	382.96	382.96
2042146	01/14/15	00174	HACH COMPANY	9134820	11/26/14	HACH ANALYZERS	3,405.29	
				9028572	09/15/14	PIVOT, POLE MOUNTS	160.35	3,565.64
2042205	01/21/15	00174	HACH COMPANY	9156189	12/11/14	HACH APA6000 REPAIR	1,302.60	1,302.60
2042057	12/30/14	15957	HANI BUTTRUS	Ref002437455	12/23/14	UB Refund Cst #0000204054	39.27	39.27
2042097	01/07/15	15622	ICF JONES & STOKES INC	0104814	12/12/14	ENVIRONMENTAL SERVICES (11/1/14-11/21/14)	1,760.00	
				0104801	12/12/14	ENVIRONMENTAL SERVICES (10/25/14-11/21/14)	1,160.00	
				0104889	12/16/14	ENVIRONMENTAL SERVICES (10/25/14-11/21/14)	473.59	3,393.59
2042206	01/21/15	15622	ICF JONES & STOKES INC	0104954	12/23/14	ENVIRONMENTAL SERVICES (08/1/14-11/21/14)	1,805.11	1,805.11
2042207	01/21/15	08969	INFOSEND INC	87805	12/31/14	BILL PRINTING SERVICES (DEC 2014)	12,921.59	
				87804	12/31/14	BILL PRINTING SERVICES (DEC 2014)	3,529.33	
				88011	01/05/15	BILL PRINTING SERVICES (DEC 2014)	1,941.34	18,392.26
2042058	12/30/14	08969	INFOSEND INC	86976	11/30/14	PRINTING	2,999.52	2,999.52
2042208	01/21/15	15306	INLAND KENWORTH (US) INC	SA10353	01/14/15	CREW TRUCK	175,876.30	175,876.30
2042209	01/21/15	03380	INSIGHT PUBLIC SECTOR INC	1100400200	01/02/15	SWITCHES	108.13	108.13
2042210	01/21/15	02372	INTERIOR PLANT SERVICE INC	10094	12/20/14	PLANT SERVICES (DEC 2014)	205.00	205.00
2042147	01/14/15	13899	INTERMEDIA.NET INC	1501001721	01/01/15	EMAIL SERVICES (12/2/14-1/2/15)	5,293.43	5,293.43
2042148	01/14/15	15946	IPC (USA) INC	161190	12/17/14	DIESEL FUEL	8,233.29	
				160935	12/17/14	UNLEADED FUEL	6,191.67	14,424.96
2042059	12/30/14	15955	JAMES KUNZMAN	Ref002437453	12/23/14	UB Refund Cst #0000187320	112.59	112.59
2042149	01/14/15	14432	JANET KNISS	Ref002437623	01/12/15	UB Refund Cst #0000068685	25.00	25.00
2042211	01/21/15	03077	JANI-KING OF CALIFORNIA INC	SDO12140146	12/01/14	JANITORIAL SERVICES (DEC 2014)	1,159.35	1,159.35
2042150	01/14/15	15982	JAVIER SANCHEZ	Ref002437626	01/12/15	UB Refund Cst #0000120619	101.60	101.60

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042098	01/07/15	10563	JCI JONES CHEMICALS INC	640732	12/10/14	CHLORINE TP	4,684.65	4,684.65
2042151	01/14/15	10563	JCI JONES CHEMICALS INC	640764		CREDIT MEMO	-3,000.00	
				640732	12/10/14	CHLORINE TP	4,684.65	1,684.65
2042212	01/21/15	02269	JENAL ENGINEERING CORP	142808	12/31/14	FUEL ISLAND	217.50	217.50
2042213	01/21/15	02269	JENAL ENGINEERING CORP	142806	12/31/14	DUSTO INSPECTIONS (DEC 2015)	100.00	100.00
2042060	12/30/14	15965	JOHN ANGELI	Ref002437464	12/23/14	UB Refund Cst #0000215023	1,791.58	1,791.58
2042061	12/30/14	15959	JUSTEN BROWN	Ref002437458	12/23/14	UB Refund Cst #0000207458	30.37	30.37
2042152	01/14/15	15900	KARTCHNER MOBILE WELDING	644	01/08/15	WELDING SERVICES	120.00	120.00
2042153	01/14/15	15978	KAZUHARU OYAMA	Ref002437620	01/12/15	UB Refund Cst #0000040946	275.66	275.66
2042154	01/14/15	15983	KEYLINK ASSET MANAGEMENT	Ref002437628	01/12/15	UB Refund Cst #0000174527	81.16	81.16
2042062	12/30/14	15967	KIRK PAVING INC	Ref002437466	12/23/14	UB Refund Cst #0000215362	1,706.43	1,706.43
2042099	01/07/15	14808	KOEPPEN, KEVIN	010215	01/02/15	REIMB AICPA SUBSCRIPTION	199.00	199.00
2042155	01/14/15	02063	LA MESA - SPRING VALLEY	3744	12/19/14	GARDEN TOUR (12/3/14)	295.00	295.00
2042063	12/30/14	15950	LEN STEINBARTH	Ref002437447	12/23/14	UB Refund Cst #0000053847	56.03	56.03
2042064	12/30/14	15966	LEO HILLMANN	Ref002437465	12/23/14	UB Refund Cst #0000215252	39.96	39.96
2042156	01/14/15	15597	LEONARD H VILLARREAL	122614	12/28/14	PROFESSIONAL SERVICES (12/26/14)	5,600.00	
				122914	12/29/14	PROFESSIONAL SERVICES (12/29/14)	5,600.00	11,200.00
2042065	12/30/14	06273	LIEBERT CASSIDY WHITMORE	1396752	11/30/14	ATTORNEY SERVICES (THRU 11/30/14)	341.50	341.50
2042066	12/30/14	15960	LIZA MOLINA	Ref002437459	12/23/14	UB Refund Cst #0000212924	268.11	268.11
2042067	12/30/14	15963	LOGAN FAMILY PROPERTY	Ref002437462	12/23/14	UB Refund Cst #0000214489	38.84	38.84
2042157	01/14/15	03019	LOPEZ, JOSE	110114113014	01/08/15	MILEAGE REIMBURSEMENT (NOV 2014)	16.80	16.80
2042158	01/14/15	15980	MAINTE BLUE SKIES LANDS	Ref002437624	01/12/15	UB Refund Cst #0000074466	21.65	21.65
2042159	01/14/15	02882	MAYER REPROGRAPHICS INC	0090881IN	01/08/15	BID PROJECT ON-LINE SETUP,	1,234.39	
				0090728IN	12/22/14	REPROGRAPHICS SERVICES	869.10	2,103.49
2042100	01/07/15	15970	MELISSA PENA	4026010515	01/05/15	CUSTOMER REFUND	250.00	250.00
2042068	12/30/14	15954	MICHELLE HASTEN	Ref002437452	12/23/14	UB Refund Cst #0000176747	59.18	59.18

CHECK REGISTER
Otay Water District
Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042069	12/30/14	15922	MIRTHA MARTINEZ	Ref002437450	12/23/14	UB Refund Cst #0000161034	137.73	137.73
2042160	01/14/15	15922	MIRTHA MARTINEZ	Ref002437627	01/12/15	UB Refund Cst #0000161034	142.53	142.53
2042161	01/14/15	15136	MISSION UNIFORM SERVICE	340219050	12/22/14	UNIFORM SERVICES	91.25	91.25
2042214	01/21/15	15136	MISSION UNIFORM SERVICE	340219288	12/23/14	UNIFORM SERVICES	375.75	
				340220376	12/30/14	UNIFORM SERVICES	375.75	
				340219287	12/23/14	UNIFORM SERVICES	114.17	
				340220375	12/30/14	UNIFORM SERVICES	114.17	
				340220145	12/29/14	UNIFORM SERVICES	91.25	
				S340219020	12/23/14	UNIFORM SERVICES	4.32	1,075.41
2042101	01/07/15	15136	MISSION UNIFORM SERVICE	340217095	12/09/14	UNIFORM SERVICES	375.75	
				340218198	12/16/14	UNIFORM SERVICES	375.75	
				340218197	12/16/14	UNIFORM SERVICES	129.17	
				340217094	12/09/14	UNIFORM SERVICES	114.17	
				340217957	12/15/14	UNIFORM SERVICES	91.25	1,086.09
2042070	12/30/14	03523	NATIONAL DEFERRED COMPENSATION	Ben2437486	12/31/14	BI-WEEKLY DEFERRED COMP PLAN	7,478.09	7,478.09
2042162	01/14/15	03523	NATIONAL DEFERRED COMPENSATION	Ben2437718	01/15/15	BI-WEEKLY DEFERRED COMP PLAN	11,750.42	11,750.42
2042215	01/21/15	02848	NEWMAN, PATRICK	011215	01/15/15	SAFETY BOOT REIMBURSEMENT	108.98	108.98
2042102	01/07/15	00510	OFFICE DEPOT INC	744248633001	12/09/14	OFFICE SUPPLIES	14.73	14.73
2042103	01/07/15	15856	OLYMPUS AND ASSOCIATES INC	1	12/15/14	RESERVOIR COATING (ENDING 11/30/14)	40,422.26	40,422.26
2042104	01/07/15	01002	PACIFIC PIPELINE SUPPLY	301142	12/12/14	INVENTORY	2,673.00	
				301070	12/09/14	PULL-THRU ADAPTER	1,756.60	
				301075	12/09/14	36" MAIN PUMPOUTS	1,090.86	
				301074	12/09/14	INVENTORY	710.64	
				301147	12/10/14	36" MAIN PUMPOUTS	55.68	6,286.78
2042216	01/21/15	01002	PACIFIC PIPELINE SUPPLY	301192	12/29/14	AVK FLOWGUARD	4,084.56	
				301203	12/29/14	INVENTORY	1,342.44	5,427.00
2042217	01/21/15	05497	PAYPAL INC	37592283	12/31/14	PHONE PAYMENT SVCS (DEC 2014)	54.10	54.10
2042071	12/30/14	15951	PETER CARBULLIDO	Ref002437448	12/23/14	UB Refund Cst #0000070810	5.79	5.79
2042105	01/07/15	15081	PINOMAKI DESIGN	4692	12/16/14	GRAPHIC DESIGN	42.50	42.50

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042218	01/21/15	15081	PINOMAKI DESIGN	4701	01/05/15	GRAPHIC DESIGN	255.00	255.00
2042219	01/21/15	15642	PRINT BUTTON, THE	7532	12/29/14	BUSINESS CARD	38.72	38.72
2042106	01/07/15	15642	PRINT BUTTON, THE	7475	12/16/14	BUSINESS CARDS	30.08	30.08
2042220	01/21/15	13059	PRIORITY BUILDING SERVICES	42013	12/01/14	JANITORIAL SERVICES (DEC 2014)	3,924.48	3,924.48
2042221	01/21/15	07860	PROTECTIVE LIFE INSURANCE CO	2788011215	01/12/15	LIFE INSURANCE	1,218.88	1,218.88
2042222	01/21/15	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2437714	01/15/15	BI-WEEKLY PERS CONTRIBUTION	178,577.00	178,577.00
2042107	01/07/15	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2437482	12/31/14	BI-WEEKLY PERS CONTRIBUTION	179,958.94	179,958.94
2042223	01/21/15	01342	R J SAFETY SUPPLY CO INC	33209700	12/23/14	SAFETY SUPPLIES	270.86	270.86
2042108	01/07/15	14578	RAP ENGINEERING INC	1	12/19/14	ACCESS ROAD PAVING (10/27/14-12/05/14)	186,729.22	186,729.22
2042163	01/14/15	00021	RCP BLOCK & BRICK INC	30374185	12/22/14	CONCRETE	1,873.80	1,873.80
2042164	01/14/15	15857	REPUBLIC SERVICES INC #509	0509005842599	12/25/14	TRASH SERVICES (JAN 2015)	530.33	
				0509005844159	12/25/14	TRASH SERVICES (JAN 2015)	192.71	723.04
2042109	01/07/15	15600	RICHARD J THORMAN	121714	12/17/14	OUTSIDE SERVICES	1,860.00	1,860.00
2042110	01/07/15	08972	RICK ENGINEERING COMPANY	0040301	12/19/14	CAMPO ROAD SUPPORT (11/01/14-11/28/14)	4,448.06	4,448.06
2042165	01/14/15	15979	ROBERT DEBOLT	Ref002437622	01/12/15	UB Refund Cst #0000066628	162.10	162.10
2042166	01/14/15	15976	ROBERT STRANGMAN	Ref002437618	01/12/15	UB Refund Cst #000008261	47.22	47.22
2042224	01/21/15	02620	ROTORK CONTROLS INC	CI09449	01/05/15	BW FILTER ACTUATOR	972.00	972.00
2042167	01/14/15	03752	SAN DIEGO COUNTY SHERIFF	Ben2437724	01/15/15	BI-WEEKLY PAYROLL DEDUCTION	460.90	460.90
2042072	12/30/14	03752	SAN DIEGO COUNTY SHERIFF	Ben2437492	12/31/14	BI-WEEKLY PAYROLL DEDUCTION	460.90	460.90
2042168	01/14/15	00121	SAN DIEGO GAS & ELECTRIC	010615	01/06/15	UTILITY EXPENSES (MONTHLY)	71,820.84	
				122914	12/29/14	UTILITY EXPENSES (MONTHLY)	68,346.16	
				122414	12/24/14	UTILITY EXPENSES (MONTHLY)	26,152.64	
				122314	12/23/14	UTILITY EXPENSES (MONTHLY)	747.83	167,067.47
2042111	01/07/15	00121	SAN DIEGO GAS & ELECTRIC	121814	12/18/14	UTILITY EXPENSES (MONTHLY)	24,184.19	24,184.19
2042169	01/14/15	07676	SAN MIGUEL FIRE PROTECTION	SMG26228	01/08/15	ANNUAL BUSINESS INSPECTION	394.00	394.00
2042073	12/30/14	15953	SANDY PICKERING	Ref002437451	12/23/14	UB Refund Cst #0000162881	14.67	14.67

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042170	01/14/15	15987	SHERRY BENN	Ref002437632	01/12/15	UB Refund Cst #0000183867	64.47	64.47
2042225	01/21/15	15307	SIERRA ANALYTICAL LABS INC	5A13054	01/13/15	LABORATORY SERVICES (1/6/15)	185.00	185.00
2042171	01/14/15	15307	SIERRA ANALYTICAL LABS INC	5A08001	01/08/15	LABORATORY SERVICES (12/30/14)	270.00	270.00
2042112	01/07/15	15307	SIERRA ANALYTICAL LABS INC	5A05009	01/05/15	LABORATORY SERVICES (12/10/14)	235.00	
				5A05011	01/05/15	LABORATORY SERVICES (12/23/14)	220.00	
				5A05010	01/05/15	LABORATORY SERVICES (12/17/14)	190.00	645.00
2042113	01/07/15	13327	SILVA-SILVA INTERNATIONAL	1501	01/01/15	DESAL PROJ CONSULTANT (DEC 2014)	4,000.00	4,000.00
2042114	01/07/15	03612	SIMON WONG ENGINEERING	18033	11/30/14	WOODEN TRESTLE IMPROVEMENT (ENDING 11	4,050.70	4,050.70
2042226	01/21/15	00258	SLOAN ELECTRIC COMPANY	0064508	12/30/14	EFFLUENT PUMP #3	48,715.44	48,715.44
2042115	01/07/15	15176	SOUTHCOAST HEATING &	C54999	12/10/14	AC MAINTENANCE (MONTHLY)	1,068.00	
				C55017	12/10/14	AC MAINTENANCE (MONTHLY)	480.00	
				C55007	12/10/14	AC MAINTENANCE (MONTHLY)	205.00	1,753.00
2042116	01/07/15	06853	SOUTHERN CALIFORNIA SOIL	369429	12/05/14	GEOTECHNICAL SERVICES (10/1/14-10/31/14)	4,054.06	4,054.06
2042117	01/07/15	00320	STANDARD REGISTER COMPANY	4155462	12/03/14	TONER CARTRIDGE	470.88	470.88
2042227	01/21/15	00097	STATE BOARD OF EQUALIZATION	2133123114	12/31/14	UNDERGROUND STORAGE TANK FEES	749.63	749.63
2042172	01/14/15	03263	STRUNKS JR, DALE	4747120614	12/06/14	SAFETY GLASSES	275.00	275.00
2042173	01/14/15	12809	STUTZ ARTIANO SHINOFF	96906	12/22/14	LEGAL SERVICES (NOV 2014)	9,490.98	9,490.98
2042074	12/30/14	15961	TC CONSTRUCTION CO	Ref002437460	12/23/14	UB Refund Cst #0000213366	1,820.81	1,820.81
2042228	01/21/15	03770	TEAMAN RAMIREZ & SMITH INC	206269554	12/23/14	AUDIT SERVICES FOR FY 2014	15,823.00	15,823.00
2042174	01/14/15	02376	TECHKNOWSION INC	2550	12/16/14	ETHERNET CONVERSIONS	8,960.00	8,960.00
2042175	01/14/15	15926	TEXAS CHILD SUPPORT UNIT	Ben2437730	01/15/15	BI-WEEKLY PAYROLL DEDUCTION	184.61	184.61
2042075	12/30/14	15926	TEXAS CHILD SUPPORT UNIT	Ben2437498	12/31/14	BI-WEEKLY PAYROLL DEDUCTION	184.61	184.61
2042176	01/14/15	15807	THE WATCHLIGHT CORPORATION	395007	10/01/14	ALARM SYSTEMS	6,500.00	
				398787	11/06/14	ALARM SYSTEMS	6,300.00	
				398788	11/06/14	ALARM SYSTEMS	5,583.00	
				395071	10/02/14	SECURITY ENHANCEMENTS	4,779.89	
				397944	10/14/14	ALARM SYSTEMS	499.00	
				398786	11/06/14	ALARM SYSTEMS	299.00	23,960.89

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

Check #	Date	Vendor #	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2042229	01/21/15	00427	UNDERGROUND SERVICE ALERT OF	1220140481	01/01/15	UNDERGROUND ALERTS (MONTHLY)	288.00	288.00
2042118	01/07/15	15675	UNITED SITE SERVICES INC	1142550817	12/04/14	PORTABLE TOILET RENTALS (12/4/14-12/31/14)	98.17	98.17
2042119	01/07/15	07674	US BANK	3090122214	12/22/14	CAL CARD EXPENSES (MONTHLY)	59,297.65	59,297.65
2042177	01/14/15	06829	US SECURITY ASSOCIATES INC	890716	12/31/14	SECURITY SERVICES (DEC 2014)	285.60	285.60
2042178	01/14/15	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2437720	01/15/15	BI-WEEKLY DEFERRED COMP PLAN	13,636.37	13,636.37
2042076	12/30/14	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2437488	12/31/14	BI-WEEKLY DEFERRED COMP PLAN	14,619.68	14,619.68
2042077	12/30/14	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2437490	12/31/14	BI-WEEKLY 401A PLAN	396.00	396.00
2042179	01/14/15	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2437722	01/15/15	BI-WEEKLY 401A PLAN	12,093.55	12,093.55
2042180	01/14/15	12686	VANTAGEPOINT TRANSFER AGENTS	Ben2437712	01/15/15	401A TERMINAL PAY	31,676.76	31,676.76
2042181	01/14/15	03329	VERIZON WIRELESS	9737570901	12/21/14	WIRELESS SERVICES (11/22/14-12/21/14)	5,485.37	
				9737570905	12/21/14	WIRELESS SERVICES (11/22/14-12/21/14)	1,434.14	
				9737570906	12/21/14	WIRELESS SERVICES (11/22/14-12/21/14)	479.16	
				9737570907	12/21/14	WIRELESS SERVICES (12/17/14-12/21/14)	215.15	7,613.82
2042230	01/21/15	15993	VIRIDIAN WASTEWATER CONSULTING	011515	01/15/15	EXAM REVIEW REGISTRATION	600.00	600.00
2042120	01/07/15	14879	WATER CONSERVATION GARDEN	1140	12/22/14	GARDEN COSTS (3RD QTR FY 2014-2015)	24,405.50	24,405.50
2042121	01/07/15	15726	WATER SYSTEMS CONSULTING INC	1224	11/30/14	HYDRAULIC MODELING (ENDING 11/30/14)	9,397.50	9,397.50
2042231	01/21/15	03621	WATEREUSE ASSOCIATION	WR2015	01/15/15	MEMBERSHIP RENEWAL	75.00	75.00
2042232	01/21/15	01343	WE GOT YA PEST CONTROL	94087	12/31/14	BEE REMOVAL	115.00	
				93839	12/09/14	BEE REMOVAL	115.00	230.00
2042182	01/14/15	11055	WESTERLY METER SERVICE CO	14225	12/08/14	LARGE METER TESTING	500.00	500.00
2042078	12/30/14	15956	WILHART ALTONEN	Ref002437454	12/23/14	UB Refund Cst #0000188619	14.03	14.03
2042183	01/14/15	15988	WILLIAM RODGERS	Ref002437633	01/12/15	UB Refund Cst #0000194395	34.62	34.62
2042184	01/14/15	15135	YANEZ, ABRAHAM	011515	01/08/15	SAFETY BOOT REIMBURSEMENT	150.00	150.00
2042079	12/30/14	15968	YVETTE ABDUL-RAHIM	Ref002437467	12/23/14	UB Refund Cst #0000215407	1,793.49	1,793.49

Amount Pd Total: 1,522,038.15

Check Grand Total: 1,522,038.15

CHECK REGISTER

Otay Water District

Date Range: 12/24/2014 - 1/21/2015

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